

**CAMPGROUND OF THE ROCKIES ASSOCIATION  
STRUCTURE/CONSTRUCTION POLICY AND APPROVAL REQUEST FORM**

Prior to beginning any construction project, every **lot owner must determine whether such project is covered by the Park County Building Division permitting requirements**. These include, but are not limited to intent to construct, erect, reconstruct, enlarge, extend or move a structure, or to significantly change the landscaping or drainage of any lot. The lot owner shall attach a copy of the Park County permit along with a copy of the project site plan(s) to this Approval Request Form and submit to the CORA Management Team for review and approval or rejection. The Management Team may consult with Board Members for advice in the absence of an Architectural Committee. If the project does not require a Park County permit, the lot owner shall request the Building Division representative to so note on the project site plan(s) or attach a copy of the appropriate regulation that would exempt the project from permitting.

**Please print and complete the following information:**

Name: \_\_\_\_\_ Campground and Lot Address: \_\_\_\_\_

Home address: \_\_\_\_\_  
Street City, State Zip Code

Contact Phone Number(s) including area code: \_\_\_\_\_

**Please check one:**

Class of Work: NEW \_\_\_\_\_ ALTERATION \_\_\_\_\_ MOVE \_\_\_\_\_

Type of Construction: SHED \_\_\_\_\_ DECK \_\_\_\_\_ FIREPLACE \_\_\_\_\_ OTHER \_\_\_\_\_

**The lot owner agrees to follow the guidelines/requirements as set forth below:**

**SHED - PARK COUNTY PERMIT NOT REQUIRED FOR THE FOLLOWING SHED SPECIFICATIONS** (per the July 18, 2016 letter from Sheila Cross, P.E., Park County Director of Development Services.)

No flat roofs allowed.

Shed Size: 10' X 12' or less, outside measurement, or a maximum of 120 square feet

Porch: The Shed may have a small porch, not to exceed 6' extension from nearest wall. No enclosed porches.

Total square footage of shed and porch cannot exceed 200 sq. ft.

Height: 9' at peak, measured from floor.

Materials: Wood structure.

Roof Composition: Asphalt single or metal.

One shed is permitted per lot. (per John Deagan Park County Planner email 8/15/16)

Set-back at least one foot from property line and from other structures.

No permanent foundations, structure must be moveable.

Please be considerate of your neighbors in the placement of your shed in order to minimize view obstruction.

**DECKS**

Decks, which do not have a roof, are no more than 200 sq. ft. and no more than 30 inches off the ground are exempt from Park County Building Permits at CORA (per the July 18, 2016 letter from Sheila Cross, P.E., Park County Director of Development Services.)

Porches and decks with roofs, gazebos, and decks greater than 200 sq. ft. or more than 30 inches above grade are subject to Park County building permit requirements.

Construction: Wood or recycled plastic material similar to Trex may be allowed.

Set-back at least one foot from property line

**FENCES – PARK COUNTY PERMIT NOT REQUIRED**

No privacy or solid fences around perimeter or RV lots.  
Open fences are permitted with a three foot (3') maximum height.  
Privacy or solid fences are permitted on common areas as approved by the Board of Directors.

**SNOW SHEDS**

Construction: Roof may be metal, asphalt shingle, or slate.  
No garages are allowed.

**FIREPLACES**

Regulated by Local Fire District Regulations.  
Construction shall be of concrete block, brick, or natural stone and must be completely mortared regardless of construction material used.  
Foundation: Requires a 4" deep concrete base.  
Dimensions: Maximum 36" diameter, located at least 10" from any flammable surface.  
Freestanding fireplaces are allowed, but must be on a concrete slab or a gravel base. Chimineas are allowed as long as proper clearance from combustibles is maintained.

Attach a plan of the proposed construction item or structure showing the position on the lot and set-back distances from property lines. Include appropriate Park County Building Permit or disclaimer.

After the construction is completed or installed, as in the case of purchased sheds, the Manager shall be requested to inspect for compliance. The construction project or structure must meet CORA specifications. If not, the construction or structure **must be modified** to comply with CORA specifications within 30 days or be removed by and from the owner's property at the owner's expense. **When construction is completed please let the office know so we can inspect it.**

**Request is valid for six (6) months from date of issue. Issue Date:** \_\_\_\_\_.

Mail to: CORA Management Team  
P.O. Box 1778  
Fairplay, CO. 80440

Hand Deliver to: Manager's Office  
During normal business hours.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Management Team

\_\_\_\_\_  
Date

\_\_\_\_\_  
Completion Inspected and Accepted by:

\_\_\_\_\_  
Date