

# **GLACIER VIEW MEADOWS -- Architectural Review Committee RULES AND REGULATIONS**

**Adopted by Road & Recreation Board Motion – 02/15/17**

## **I. Authorization**

### **A. Covenants of Glacier View Meadows**

As authorized by the Covenants of Glacier View Meadows, filed with Larimer County (8 August 1992, amended) and passed by a two-thirds majority of GVM property owners, the Architectural Control Committee (ACC) was created to maintain a style and nature of building design that is architecturally harmonious with the physical character of the area, including quality of workmanship, type of materials and harmony of external design. *(Cov. 2.2, 4.1, 4.2, 4.3, 4.9)* In June 2001 with the adoption of new By-laws, the ultimate authority of the ACC was transferred to the Glacier View Meadows Road and Recreation Board, and a new committee, known as the Architectural Review Committee (ARC), was formed.

### **B. Scope of Authority**

The Architectural Review Committee is charged with reviewing and either approving or disapproving architectural plans for all structures and alterations thereto in Glacier View Meadows, including size, height, location, time for construction, exterior materials, exterior lighting, roof appurtenances, driveways, building envelopes, garages, outbuildings, gates and entries and horse stables. The ARC does not have responsibility for reviewing complaints; these are to be submitted directly to the GVM Manager. The ARC however is responsible for other activities that affect the aesthetics of the environment surrounding said structures to include approval for tree cutting, removal of fire hazard materials, nuisances, grading, drainage, temporary residences, home-based businesses, signs, fences and re-subdividing. The ARC will also act upon requests for variances of the Master Declaration of Protective and Design Covenants and these Rules and Regulations. The ARC shall consider, but is not bound by, the factors required for a variance by the Larimer County Land Use Code. *(Cov. 4.2, 4.6-4.10, 4.12-4.15, 4.17, 4.19, 4.22, 4.23, Suppl. Cov.1-12)*

### **C. Rules and Regulations**

The Architectural Review Committee is authorized to adopt certain rules and regulations, embodied in these “Rules and Regulations.” Variances to the Protective and Design Covenants and these Rules and Regulations may be made by the Architectural Review Committee which uphold sound architectural planning and land use and are harmonious with the general physical and aesthetic character of the area. Definitions contained in the Protective and Design Covenants shall apply when those words are used in these Rules and Regulations. *(Cov. 2.22, 4.2, Suppl. Cov.1-12)*

## **II. Property Owners’ Responsibilities**

All Glacier View Meadows property owners planning any activity falling under the responsibility of the Architectural Review Committee are required to submit formal application for new construction, modifications to existing structures or other activity cited in I (B) above and shall obtain approval from the Architectural Review Committee.

Among the activities deemed *not* subject to approval are dead tree removal, repainting of structures in the same (previously approved) color, or replacement of previously approved structural elements in the course of normal maintenance, such as decks, windows, doors. Changes to location and/or size of previously approved structural elements during construction require ARC approval.

Application forms are available at the GVM office as well as information regarding current application fees. This form is also available on the GVM website. If in doubt about a specific planned activity, consult the GVM Manager or the Architectural Review Committee. *See Part III for additional information about submittal of plans. (Cov. 4.3, 5.3)*

## **A. Adherence to Covenants/Architectural Rules & Regulations**

Property owners cannot use ignorance of the Rules and Regulations as an excuse for non-compliance. Property owners are also responsible for the actions of their builder, contractor, and agents and shall keep them informed of the Rules and Regulations. Builders and contractors may be required to modify or even tear down construction at an owner's expense if it violates any of the Rules and Regulations. *(Cov. 5.3, 4.3)*

## **B. Observance of State and County Regulations**

All property owners shall adhere to the building codes and zoning ordinances of Larimer County. Satisfaction of county and state requirements, however, does not constitute compliance with the Glacier View Meadows Rules and Regulations. *(Cov. Preamble, 4.3)*

## **C. Completion of Construction on Time**

Owners shall complete all construction within twelve months from date of commencement, to include – if applicable - all grading, residence (including exterior siding, painting, and roofing), cleanup of construction materials, and all outbuildings. This period may be extended only by written approval of the ARC and shall relate to extenuating circumstances such as inclement weather, labor strikes, inability to obtain materials, Acts of God, etc. *(Cov. 4.8)*

### **Construction is deemed to commence when any one of the following occur:**

1. Preliminary excavation for the residence is begun.
2. A septic system is installed.
3. Building materials are delivered to the property.

## **D. Temporary Residences**

Temporary residences during residential construction must be approved by the ARC and may be on the property no longer than six (6) months from the date of commencement. *(Cov. 4.15)*

## **III. Submitting Applications**

### **A. Early Contact**

Owners planning to build or alter any structure in Glacier View Meadows are urged to arrange an early meeting with the GVM Manager and, if appropriate, to include a visit to their site. The Manager will help review the application for completeness so as to avoid unnecessary problems or

delays. Owners are encouraged to submit preliminary drawings or sketches to the Manager to facilitate consideration of any project feature(s) that may be controversial. Note however that drawings in the final application shall be precise, as required by IV-C below.

The final application shall be made well in advance of actual construction so as to accommodate unforeseen problems, design changes, and/or re-submittals. (*Cov. 4.3*)

## **B. Submitting Forms/Fees**

All applications shall be submitted on the most recent official Glacier View Meadows application form. The form will be signed by the Manager, indicating that the applicant is the current property owner, all dues and fees are current, application and impact fees have been paid, and proper site/construction plans and material samples have been submitted. Signature by the Manager does not constitute approval, but merely indicates the Manager's belief that the application is complete in all respects. The 30-day approval period by the Architectural Review Committee begins on the date of the first meeting of the ARC after the date the Manager has signed the application. (*Cov. 4.3*)

Complete, formal applications along with the application fees and any required deposits shall be submitted to the GVM office no later than one week in advance of the forthcoming ARC meeting for consideration at that meeting. Late applications may be denied. However, when a late application is denied, its resubmission will not require an additional application fee.

The valid duration of a plan submitted to the Architectural Review Committee is one year after date of approval. If construction has not begun by that time, all plans shall be re-submitted for approval along with the necessary fees.

The Construction Completion Agreement shall be signed and included with the application for projects likely to generate trash, such as garages and residences.

## **IV. Plans**

### **A. Site Plans/ Lot Requirements**

All site plans shall:

1. Be to scale.
2. Include a reproduction of the lots on the GVM Construction Plat Map (available at the GVM Office). This shall accompany each application submitted.
3. Show compass orientation of the lot.
4. Show all existing and proposed structures or ARC controlled additions to property.
5. Show topography/elevation when it impacts location, grading, or other building factors.
6. Show the site(s) of all existing and proposed structures/alterations, setbacks, fences, decks, wells, and driveways in relation to roads, property boundaries, and easements, and, for properties in filing 12, that a part of the residence touches the center of the Larimer County Building Envelope.
7. Indicate the dimensions and square footage of all existing and proposed structures.
8. Observe Larimer County Estate setbacks for all structures:
  - a. 75 feet from the centerline of any road.

- b. 50 feet from any property line, not including easements.
  - c. Although Filing 1 and a few lots in Filing 9 (Range 71W) are zoned O (Open) by Larimer County and FA-1, setbacks Estate are required as above.
9. Ensure that no structure encroaches on any easement, including roads, utility corridors, hiking trails or bridal paths.
  10. Include a plan for any proposed grading, including drainage of the lot. If a culvert is required for drainage, size and location shall be shown on the site map. Plans for placing culverts are available at the GVM Office. *(Cov. 4.13, 4.14)*
  11. Include plans for any proposed driveway(s), sheds or other outbuildings; see VI-E below.
  12. Show any proposed tree removal. *(Cov. 4.12)*

**B. All structures, including manufactured housing, shall meet International Residential Code (IRC) standards.**

**C. Construction Plans for Construction**

All construction plans shall:

1. Include one full set of floor plans and elevation drawings of all sides of proposed buildings.
2. Be drawn to scale.
3. Include all construction specifications.
4. Be sufficiently precise and legible to be acceptable to the Larimer County Building Department and to guide actual construction.
5. Give particular attention to aesthetics, including exterior design, color and texture.
6. Include samples and/or color chips for exterior, trim and roof of the house and outbuildings.
7. Include appropriate samples or pictures for other items (sheds, garages, fences, etc.). *(Cov. 4.3)*

**D. Plans for Manufactured Housing**

Detailed, buildable construction plans are not required, because pre-manufactured housing requirements are pre-certified and exceed Larimer County minimum requirements. However submission shall include plans for:

1. An engineered perimeter foundation plan drawn to scale that includes length and width measurements, and plans and specifications.
2. Drawings to scale of all elevations. Drawings shall include all roof appurtenances such as dormers and cupolas as well as attached porches and decks.

**V. Structure Requirements**

**A. Types of Residences**

A wide diversity of styles and building materials is encouraged in Glacier View Meadows, with no particular style of building favored over another. The ultimate goal is that every structure be an attractive and positive addition to the area, which complements and maintains the aesthetic environment. Accordingly, no building or activity will be permitted or allowed to remain in Glacier View Meadows which violates any Covenant, Rule or Regulation or, in the opinion of the

Architectural Review Committee and the GVM Road and Recreation Board of Directors, detracts in any way from the appearance or the aesthetics and general character of the area as a whole. (Cov. 1.1, 2.2, 4.1, 4.2, 4.3, 4.9, 5.3, *Suppl. Cov.1-12*)

Manufactured housing is allowed but no structure which has a linear, box-like or otherwise awkward or unpleasing appearance will be permitted. Alterations shall be required during the planning stage to eliminate such appearances. (Cov. 1.1, 2.2, 4.1, 4.2, 4.3, 4.9)

Attractive manufactured housing has been built in Glacier View Meadows. For specific examples and/or ideas on construction, please contact the GVM Manager or the Architectural Review Committee. Prior purchases will not influence the ARC decisions unless they meet the Rules and Regulations.

## **B. Residence Foundation**

- a. All residences shall be placed on an engineered foundation with a county permit.
- b. Not more than twelve inches of exposed concrete or concrete blocks shall be visible on any elevation. Such surfaces shall be covered with siding, stone, stucco or other materials to match the house. Concrete blocks with “cut facing” are acceptable.
- c. No skirting will be allowed. (Cov. 1.1, 4.1, 4.3, 4.9)

## **C. Final Appearance**

All structures installed or erected on any lot shall give the final appearance of having been constructed for permanence. No structure which has a linear, box-like or otherwise awkward or unpleasing appearance will be permitted. Alterations will be required during the planning stage to eliminate such appearances. (Cov. 1.1, 2.2, 4.1, 4.2, 4.3, 4.9)

## **D. Requirements and Restrictions**

### **1. Residential Structure**

- a. Single family residences only. (*Suppl. Cov.1-12*)
- b. One kitchen.
- c. Minimum size (enclosed living space): Filings 1-8 – 800 sq. ft. Filing 9-12 – 1200 sq. ft. Maximum size: 5,000 square feet (3,000 on main level).
- d. Minimum width of structure: 20 feet.
- e. Maximum height: 35 feet above the average grade. (*Suppl. Cov.1-12*)
- f. Minimum roof pitch for residences is 6.12.

### **2. All Structures**

Long stretches of flat or uninterrupted surfaces shall be proposed to be broken by L-wings, pop-outs, decks, porches, log siding, faux stone, rough-sawn paneling, texturing, bay windows or roof appurtenances such as dormers, porch roofs or other enhancements approved by the Architectural Review Committee. (Cov. 1.1, 2.2, 4.1, 4.2, 4.3, 4.9) No structure may be 2.25 times longer than it is wide.

## **2. a. Siding**

- a. The exterior of all buildings in Glacier View Meadows are required to harmonize with the physical and aesthetic character of the area, to include color, texture and materials. *(Cov. 2.2, 4.2, 4.3, 4.9)*
- b. Appropriate exterior materials include:
  - (1) Treated logs
  - (2) Wood siding
  - (3) Stucco
  - (4) Masonry, brick or stone
  - (5) Approved paint-grade materials
- c. For color, earth tones shall be used for the primary surfaces. For trim purposes, other colors may be considered. Examples of acceptable colors are available in the GVM office. *(Cov. 1.1, 2.2, 4.1, 4.3, 4.9)*

## **3. Roof**

- a. To avoid excessively linear appearance, linear roof lines in excess of 24 feet shall be broken with 3-dimensional structures, including: skylights; stepping; shadow-forming dormers; cupolas; exterior chimneys; porch roofs; overhangs; or other enhancements as approved by the Architectural Review Committee. *(Cov. 1.1, 4.2, 4.3, 4.9)*
- b. Roofs shall be fire resistant. Untreated shake shingles are prohibited by county regulation.
- c. Roofs shall have a minimum overhang of one foot, except for sheds, which do not require an overhang.

## **VI. Other Environmental Considerations Regarding Properties**

### **A. Exterior Lighting**

In keeping with the natural setting in Glacier View Meadows, outside lighting shall be limited. The use of low voltage (low candlepower) lighting systems is required. Automatic day-night activation by sensors or timers, resulting in night flood lighting longer than one minute plus the duration of movement is prohibited. *(Cov. 4.17)*

**B. Outbuildings** Appropriate outbuildings may be permitted, including garages, sheds, gazebos, shops, pole structures, and barns. All outbuildings shall be sited, designed and finished so as to complement the residence and may not detract from or overly contrast with the primary living structure. Outbuildings shall be built in conjunction with or subsequent to the residence but may not precede it. Outbuildings shall comply with the regulations of Structure unless specially addressed in structure type regulations. The ARC reserves the right to limit the number of outbuildings on a lot. *(Cov. 4.1, 4.3, 4.8, Suppl. Cov.1-12)*

Detached decks and patio floors designed to receive pull-in temporary residences shall be of an approved type and design, but are not considered outbuildings.

The maximum combined square footage of all outbuildings shall not exceed 2,500 square feet or one and one-half times the square footage of the residence, whichever is less.

## **1. Garages**

- a. Garages shall be constructed with not more than two garage doors.
- b. Garages shall be built in conjunction with or subsequent to the residence but may not precede it. (Cov. 4.8)
- c. Garages may include a hobby room or shop, but may not be used as guest houses or temporary residences during construction.. (Cov. 4:15)
- d. The maximum square footage of any detached garage shall be 1,500 square feet, not including any hobby room or shop that is part of the garage. With a hobby room or shop, a detached garage may be 2,000 square feet.

## **2. Sheds/Shops**

- a. A combination of only two sheds or one shed and one shop will be allowed per lot.
- b. Minimum roof pitch for sheds and stand-alone shops is 4/12.
- c. If there is no permanent residence existing or under construction, a shed of not more than 120 square feet is permitted. Sheds larger than 120 square feet require Larimer County approval, and a minimum roof pitch of 6/12.
- d. If there is a permanent residence in existence or under construction, a shed or shop of not more than 500 square feet is permitted.
- e. Sheds are for storage only and may not include additions designed to create living space. County ordinances prohibit living in sheds, shops or other outbuildings.
- f. A basic shed is without electricity. A shed with electricity is considered a shop.
- g. The maximum combined square footage for all sheds and shops is 1,000 square feet.

## **3. Gazebos/Pergolas**

Gazebos and Pergolas may not be larger than 16 feet across.

## **4. Barns/Pole Structures**

- a. Barns and pole structures shall be built in conjunction with or subsequent to the residence, may not precede it, and are limited to one barn or one pole structure, not both.
- b. The maximum size of barns and pole structures shall be 2,000 square feet. Maximum permitted height is 30 feet.

## **C. Fences**

All fences, temporary or permanent, including dog kennels and horse fencing will require ARC approval. Except for the trademark buck-and-rail fence at the GVM periphery, fences are generally discouraged in Glacier View Meadows in order to maintain an open, natural setting and reduce obstruction of mountain scenery. However, if the owner can show specific cause, he may receive specific approval from the Architectural Review Committee, provided a formal application is submitted which includes location of the fence on the lot and the materials from which it is constructed. (Cov. 2.2, 4.21)

1. It is recommended that fences be of post-and-rail, split rail, board-and-rail, framed, welded-wire, or other natural, “see-through” construction and of a height not to exceed five feet.
  - a. Solid or “stockade” fences may be allowed, but only as screening devices for RVs, trailers, tractors and other similar equipment that cannot be easily stored in a garage. Formal application shall be made for approval of a stockade fence and shall include cause for construction, materials, location, height and perimeter.
  - b. Chain-link fences are not allowed except for dog runs as provided in C(3) below. Wood-framed fences constructed with open, welded wire are preferred. The Architectural Review Committee has on file several good examples of fence designs, which have been approved.
2. No fence may encroach on any hiking trails or bridal paths. Fences that encroach on an easement, including roads, utility corridors, will have to be removed at the owner’s expense if the easement holder requires the removal in order to exercise its rights.
3. Fences for dog runs shall be limited to not more than 300 linear feet and shall observe the normal setbacks for structures (see IV-A-6 above). If appropriate disguise paint is used, chain-link may be used if the enclosed area does not exceed 120 square feet.
4. Fences may be used on horse lots to create paddocks or arenas of no more than 1,200 square feet. Owners shall keep horses and paddocks at least 100 feet from any community well and off any leach field.
5. Corners of lots may be marked with a single post. Perimeter fencing is not permitted except on designated horse lots.
6. Corners of greenbelts may be marked only by the Road and Recreation Association.

#### **D. Gates and Entries**

1. Gates and entries, like all other structures, shall be of a design that complements the physical character of the area.
2. Entryways shall be made of materials such as, but not limited to, wood, stone or ornamental iron.
3. Gates and entries shall not be placed inside the platted easement.
4. A description of all materials and color chips shall be submitted with applications. Physical samples may be required. *(Cov. 2.2, 4.1, 4.3.)*

#### **E. Driveways**

Driveways shall not interfere with drainage of runoff water from a lot. If a culvert is required at the junction of a driveway and road, it shall be located so as not to interfere with a grader or snowplow. Consult with the GVM Manager prior to construction of both driveways and culverts. All driveway designs are to be approved by the ARC. Driveways and building sites in Filing 12 are pre-platted. *(Cov. 4.13, 4.14, Suppl. Cov.12)*

#### **F. Addresses**

Addresses are assigned by the County Planning Department. Address numbers shall be clearly posted at the driveway entrance to permit the fire department to quickly locate where their services are needed. Address numbers shall be a minimum of three (3) inches in height and of high contrast. Approved, highly visible address signs are available for purchase at the GVM Office.



## **G. Towers**

Towers, such as those used for windmill generators or HAM radio stations, may be permitted on a case-by-case basis, in accordance with GVM covenants and state law. (*Suppl. Cov/1-12*)

## **H. Energy-generating Devices (Thermal/ Electrical)**

- a. Height: any free-standing device/tower shall be installed away from the nearest road at least as much as the height of the device, to prevent damage to traffic, should it fall over.
- b. Glare: reflections from polished/shiny surfaces must not be allowed to shine directly into neighboring homes.
- c. Acoustical noise generation for rotating devices: the audible noise generated shall not exceed 50 DBA at a distance of 50 yards.
- d. Any energy-generative device shall be removed at the owner's expense if it is a nuisance. (Cov. 4.17)

## **I. Recreational Vehicles**

1. It is recognized by the ARC that residents of GVM may own many types of recreational vehicles and towed equipment. Examples of recreational vehicles are motorhomes, travel trailers, fifth wheels, pickup campers, ATV's, snowmobiles, boats, horse trailers, and various utility trailers.
2. Units in good condition shall be stored on the property in an orderly fashion and as much out of sight as possible, given the terrain of the property. [See "FENCES" -- section 6(C).]
3. An unsightly collection of run-down and/or nonoperational RV's or equipment is unacceptable.

## **J. Recreational Vehicles as Temporary Residences or Storage Facilities**

RVs, trailers, pickup campers, and other similar vehicles, as well as temporary shelters such as tents, which are used as temporary residences or as storage facilities, shall not occupy the property for periods to exceed a total of 6 months in any calendar year. (Cov. 4.15; *See, also*, section II.D.)

## **K. Home-Based Businesses**

All home-based businesses that will visually (or otherwise) impact the community shall be approved by the Architectural Review Committee. Like other activities subject to ARC approval, applications for businesses will be approved or disapproved based on compatibility with the general character of the area and potential effects on neighboring properties. For example, consideration will be given to increased traffic, parking issues, and nuisance activities.

1. Short term (31 days or less) rentals of GVM residences, are permitted as home-based businesses under the following conditions:
  - a. GVM members seeking ARC approval must provide the ARC with:
    - i. a copy of the complete application that has been submitted to Larimer County for the STR license; and
    - ii. a copy of the Operations Manual, which must include 24-hour contact information for the GVM member/owner and the Property Manager; and

- iii. a copy of the rental contract form(s) that the GVM owner and the renter(s) sign.
- b. Only two (2) guests per bedroom (according to the GVM ARC file for the property) are permitted, up to a maximum of ten (10) guests, and further provided that the septic system is appropriately sized according to the Larimer County Assessor's records.
- c. All rental contracts must:
  - i. Contain full names, home addresses, cell phone numbers, and 24-hour contact for every adult guest;
  - ii. Be signed by every adult guest;
  - iii. Contain these rules, together acknowledgements that the guests will abide by: all GVM covenants, rules, and regulations; as well as Larimer County's rules and requirements.
- d. The Property Manager must have copies of ALL rental contacts, with 24 hours a day availability to GVM and Larimer County.
- e. No STR guests may use All Terrain Vehicles anywhere within GVM.
- f. No STR guests may fish in any pond, lake, or other body of water anywhere within GVM.
- g. No STR guest may use outdoor fire within GVM, whether open fire, fire pit, or otherwise.
- h. GVM members and their STR guests must voluntarily comply with all Larimer County STR Development Standards during the waiting period for Larimer County approval.
- i. A copy of the Larimer County license must be provided to the GVM office within 30 days of issuance.<sup>2</sup> (*Cov 1.1, 4.1, 4.17, Suppl. Cov.1-12*).

## **L. Signs**

No sign except one professional sign of not more than three (3) square feet advertising a home occupation, property for sale, house numbers, occupant's name, or temporary signs used by a builder or agent during construction and sales periods are allowed. All signs are subject to approval by the Architectural Review Committee. (Cov. 4.19)

## **VII. Property Repair and Unsightly Elements**

1. All GVM properties shall be kept in a state of sound repair, which complements the area and is equal to or better than that of surrounding properties.
2. If a property is not in such repair, the GVM Manager, in accordance with the procedure for covenant enforcement, may give notice to a property owner in writing citing specific improvements that shall be made.

## **VIII. Violations and Enforcement**

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<sup>2</sup> Adopted by R&R Board resolution February 19, 2020.

## **A. Monitoring and Citation**

The Architectural Review Committee or the GVM Manager will monitor ongoing construction and/or other activities approved by the Architectural Review Committee. Real or alleged violations or departures from approved plans will be investigated and enforcement actions may be taken. (Cov. 4.3, 4.2) Enforcement of Covenants and Architectural Review Committee Rules and Regulations will be performed by the citing of a violation to property owners in accordance with the procedure for covenant enforcement. Voluntary cooperation will be sought whenever possible.

## **B. Fines**

A schedule of fines is available in the GVM Office. (Cov. 4.3)

## **C. Enforcement**

Failure to enforce any provision of the Covenants shall not operate as a waiver of that provision, or of any other provision, including the Rules and Regulations. (Cov. 5.6)

## **IX. Additional Definitions**

1. Earth tone is a color scheme that draws from a color palette of browns, tans, warm grays, and greens.
2. Barn - a large farm building used for storing grain, hay, straw, housing livestock or tractors, mowers, ATVs, and Recreational Vehicles.
3. Shop - a place with electricity where things are manufactured or repaired; a workshop.
4. A Recreational Vehicle is not a permanent dwelling. An RV either has its own motor power or is mounted on or towed by another vehicle, including camper trailers, fifth wheel trailers, motor homes, travel trailers, and truck campers.
5. Single family residence – a dwelling designed, arranged, and intended for occupancy by one family that contains one or more rooms, together with a primary heat source, a kitchen, and living facilities for sleeping, and sanitation. (Cov. 2.9, 2.11, 2.12; Para. 1 of Suppl. Cov. 1-12; Larimer Code 0.1.1)
6. Kitchen – an area within a dwelling designed for cooking that contains a stove, a sink, and a refrigerator.
7. Single family – a group of people living together who are related by blood, marriage, adoption, or recognized as spouses, together with their child(ren), their parent(s), or the siblings of any of the foregoing. (See, Larimer Code 0.1.1)<sup>3</sup>

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<sup>3</sup> Definitions 5, 6, and 7 were adopted by the Road & Recreation Board of Directors on May 16, 2018.