

Date Office Rec'd \_\_\_\_\_ Date ARC Rec'd \_\_\_\_\_ Hold Date \_\_\_\_\_ Approval Date \_\_\_\_\_

## Crooked River Ranch Commercial Property Improvement Application



Name of Owner (Please Print) \_\_\_\_\_

Property Tax ID or Parcel No \_\_\_\_\_

Property Address \_\_\_\_\_ CRR Phase # \_\_\_\_ Bl. \_\_\_\_\_ Lot # \_\_\_\_\_

\_\_\_\_\_ Crooked River Ranch, OR \_\_\_\_\_ 97760

Mailing Address if different from above \_\_\_\_\_

Owners Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

### **PLEASE READ AND SIGN BELOW BEFORE FILLING OUT THE APPLICATION**

The Crooked River Ranch Architectural Committee (ARC) must review and approve this documentation before owners apply for any necessary County Permits and before starting any property improvements as per the following guidelines. COUNTY CODES ARE AVAILABLE ON THE CRR HOMEPAGE. The Architectural committee meets on Monday on the 2<sup>nd</sup> and 4<sup>th</sup> week of each month in the Ranch office conference room. The public is welcome. Applications must be received by the Ranch office by noon on the Friday prior to a Monday meeting. The results of the review are available at the Ranch office after the Monday meeting. Approved applications will be mailed to the property owner. **By signing below, I hereby certify that I have read and understand the material contained in this document.**

\*\*\*I \_\_\_\_\_ (print name) agree to comply with the CRR Club and Maintenance Association and CC&R's', CRR Rural Fire Protection Dist., State, County and Local codes and ordinances. I further agree to submit all site-building plans to the CRR Architectural Committee for recommendation and/or approval prior to County Planning Department. Furthermore, I understand that all the above agencies shall approve my project BEFORE construction.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Must be signed by Owner of Record)

**This is NOT a building permit.** At Crooked River Ranch, **all County and State building codes apply and approval of a project by the ARC does not affect or alter that requirement.** This committee is granted authority by Article V of the Covenants, Conditions and Restrictions, which are a condition of sale for all parcels of land in the CRR plat, **to approve all specifications for buildings, fences, walls, hedges, structures or improvements including paint changes.**

## REQUIREMENTS TO INCLUDE BUT LIMITED TO:

- 1, Covenants, Conditions and Restrictions must be followed.
2. Any manufactured building/structure shall:
  - a. Be manufactured after the year of 1977.
  - b. Have a fire-resistant pitched roof, with a minimum slope. (No wood, shingles, shake, etc.)
  - c. Be certified by the manufacturer to have an exterior thermal envelope meeting performance standards, which reduce levels equivalent to the performance standards required of a single-family dwelling under the State Building Codes as defined in ORS 445.010.
  - d. Have horizontal siding, vertical siding or other materials presently used on houses constructed under the state building code regulations.
3. Each residence **MUST** have an approved septic system. (No permit will be granted for any structure to be used as a residence/business combination unless a septic system for structure has been planned and a permit of that septic system is obtained from the County. Septic system must be installed and in operation before residence is occupied.)

### PLEASE, ALWAYS CONSIDER YOUR NEIGHBOR'S VIEW WHEN BUILDING

When planning please be aware of utility, walking and riding easements as well as County Ordinances.

Please check the appropriate boxes pertaining to the proposed improvements and fill out all appropriate corresponding sections.

Lot Improvements/Gates/Fences	<input type="checkbox"/>	Fill in section 1
Commercial Building/Color Change	<input type="checkbox"/>	Fill in section 1 & 2
Un-attached Garage/Shop/ Out building/ Barn/ Animal Shelters (circle one)	<input type="checkbox"/>	Fill in section 3
Signage	<input type="checkbox"/>	Fill in section 4

### SECTION 1 - Lot Improvements

Check all that applies in this section and include **drawing of lot showing locations of items**. Please make sure setbacks are shown. Please see attached example of Site/Plot plan.

Septic System: New ☐ Existing ☐ Water Source: CRR Water ☐ Well: Existing ☐ New ☐

Driveway: New ☐ Existing ☐ Length\_\_\_\_\_ft. Width\_\_\_\_ft. Culvert (if required) Length \_\_\_\_\_ft.

Driveway must have an all-weather surface (gravel or better) and the surface be a minimum of 24 feet wide. **Fire Department approval required and must conform to County codes.**

Fences-Walls-Hedges Height\_\_\_\_\_ft. Style/Material\_\_\_\_\_

\*\*\*FENCE SETBACKS Street\_\_\_L/Side\_\_\_\_\_Back\_\_\_\_\_Rt/Side\_\_\_\_\_

Gate Entrance: Existing ☐ Proposed ☐ None ☐ Height\_\_\_\_\_ft. Setback ft.

Parking: Number of spaces\_\_\_\_\_Landscape should preserve & protect native vegetation.

Power Service: Existing ☐ New ☐ Alternate Power: (Solar, etc.) Existing ☐ New ☐ (Attach Specifications)

☐ New Outside Lighting (Any outdoor light shall be shielded to illuminate downward. The light **source bulb or element**) **shall not cast a shadow across** property lines or onto neighbor's building.)

## Section 2 - Build Commercial Building

**Include a plot map showing building location on the lot, & floor plans & Exterior Elevation.** (Habitable or Living Area Minimum is 1000 Square Feet for Manufactured Homes. All structures must meet State and County Requirements). An example of a plot map is provided. Please make sure setbacks are shown. *\*Parcel maps can be obtained on the Crooked River Ranch website under "Maps".*

Building: Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Height \_\_\_\_\_ ft.

If Manufactured Home:

Name of Manufacturer \_\_\_\_\_

[Year Built (***Must be 1977 or newer***)]

Roof Pitch \_\_\_\_\_ (***Fire resistant w/min. slope***)

Color Scheme (***Must be earth tones***) Body \_\_\_\_\_ Trim \_\_\_\_\_ Roof \_\_\_\_\_

Please provide actual color chips to be used. (New construction and/or repaint)

\*\*\*SETBACKS: Street \_\_\_\_\_ ft. L/Side \_\_\_\_\_ ft. Back \_\_\_\_\_ ft. Rt/Side \_\_\_\_\_ ft.

\_\_\_\_\_ Additions/Other: Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Height \_\_\_\_\_ ft.

\*\*\*Building Setback minimums: 30ft on Front and 15ft on Back & All Sides: Closest building by permit process. Rim lots - all buildings & decks must be at least the distance from top of the rim to

## Section 3 - Outbuilding (includes any non-attached building over 200 sq ft)

Select Building Type: include drawing on an attached plot map showing building location on the lot, & floor plans & exterior elevations. An example of a plot map is provided. Please make sure setbacks are shown.

Garage/Shop ☐ Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Ht. \_\_\_\_\_

Pole Barn ☐ Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Ht. \_\_\_\_\_

Shed ☐ Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Ht. \_\_\_\_\_

Animal Shelter ☐ Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft. Sq. ft. \_\_\_\_\_ Ht. \_\_\_\_\_

All sheds, animal shelters, etc. over 10 feet high must have County Permit

Color Scheme (***Must be earth tones***) Body \_\_\_\_\_ Trim \_\_\_\_\_ Roof \_\_\_\_\_

**Please provide actual color chips to be used. (New construction or repaint)**

\*\*\*SETBACKS: Street \_\_\_\_\_ ft. L/Side \_\_\_\_\_ ft.

Back \_\_\_\_\_ ft. Rt./Side \_\_\_\_\_ ft. Closest Building

\*\*\*Building Setback minimums: 30ft on Front and 15ft on Back & All Sides: Closest building by permit process. Rim lots - all buildings & decks must be at least the distance from top of the rim to the bottom at the closest rim edge (30 feet maximum). \*\*\*Animal Shelter Bldg. setback minimums: 100 ft. from street, 15 ft. from Back and 100 ft. from dwellings on adjoining lots. Pig shelters must be 200 feet from dwellings on adjoining lots.

## Section 4 - Signage

Include drawing on an **attached plot map** showing location on the lot. An example of sign must be provided. Please make sure setbacks are shown.

On Exterior Building: Existing ☐ Proposed ☐ Length \_\_\_\_\_ ft. Width \_\_\_\_\_ ft.

**Illuminated signs are not acceptable per both Deschutes and Jefferson County Codes.**

Gate Entrance: Existing ☐ Proposed ☐ Height \_\_\_\_\_ ft. Setback \_\_\_\_\_ ft.

\*\*\* Gate or Entrance must be 20 feet wide. Gate or Entrance set back is to be measured from center of street to gate or entrance – 30 ft. required except on County roads (paved with center lines) – 40 ft required.

**CRR CC&Rs REQUIRE COMMERCIAL BUILDINGS AND SIGNAGE CONFORM TO WESTERN MOTIF AND COUNTY CODES, SECTION 406.**

### **Architectural Committee Recommendation for Approval**

Date \_\_\_\_\_ Comments: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

### **Architectural Committee Recommends DISAPPROVAL / REQUESTING MORE INFORMATION**

**(Circle appropriate recommendation – attach additional documentation)**

Date: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Chairperson signature: \_\_\_\_\_

Verification of Completion: PROJECT \_\_\_\_\_

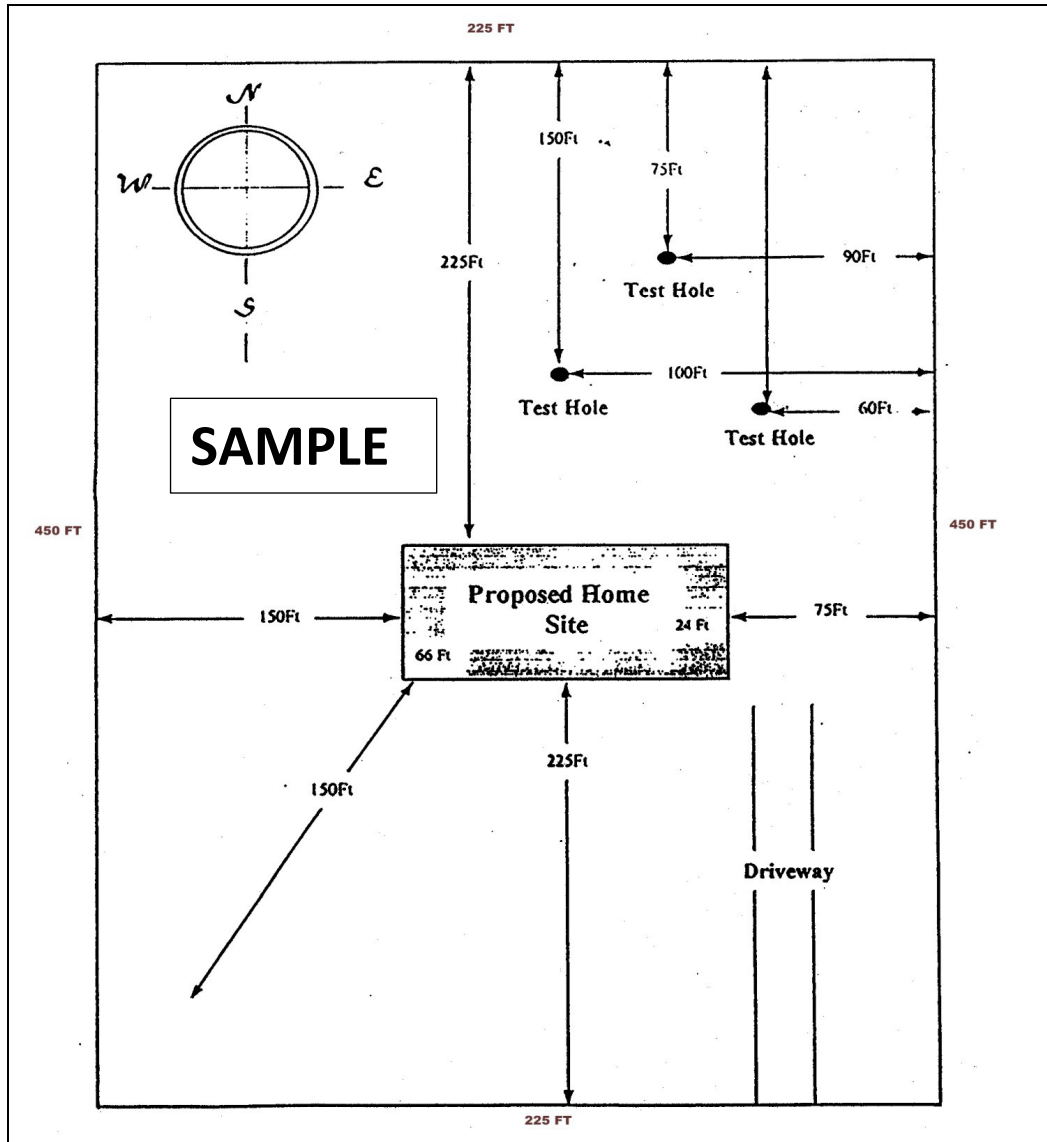
Date: \_\_\_\_\_ Signature of ARC Member \_\_\_\_\_

Date: \_\_\_\_\_ Signature of HOA Secretary \_\_\_\_\_

This is a verification of Project completion. This is **not** a county inspection.

## Please ATTACH Plot Plan

Parcel maps can be obtained on the Crooked River Ranch website under "Maps"



**Sample ONLY Plot Plan – Please do not use this as your drawing.**