

## Guidelines for Accessory Structures

Approved by CSU Physical Development Committee 1/20/2023

These guidelines provide guidance about which types of accessory structures are allowed on the Colorado State University campuses, including temporary and permanent structures. These guidelines are organized by type of structure and by CSU campus or property. If applicable, specific locations on campuses are noted if the type of structure is allowed or not.

For existing accessory structures, requests to re-use or eliminate the structures should first verify with Campus Planning section and the Space Committee for alignment with Master Plan and space planning use. Campus Planning and the Space Committee are responsible for determining final usage and locations for decisions about existing structures. Adequate current and future storage needs should be considered in the planning and budgeting for new buildings and additions.

Solar panels may be added to permanent structures, and are encouraged, where feasible in coordination with Facilities Management for appropriate structural needs, utility requirements, etc.

### TYPES OF PERMANENT ACCESSORY STRUCTURES

These guidelines include some habitable structures, including modular classrooms. These guidelines do not apply to barns, paddocks, trash enclosures, shade structures, utility structures / enclosures. They do apply to cart enclosures and storage structures.

1. **Premanufactured structure/shed (i.e., “Tuffshed”) or accessory structure/shed with T1-11 (“composite”) siding**
2. **Accessory structure with metal siding (i.e., corrugated metal and/or standing seam)**
3. **Pods, trailers, modular structures**
4. **Covered bicycle rack, covered bicycle parking enclosure, cart enclosures, and covered cart structures**
5. **Carports**

### PHOTOGRAPHIC EXAMPLES OF PERMANENT ACCESSORY STRUCTURES

1. **Premanufactured structure/shed (i.e., “Tuffshed”) or accessory structure/shed with T1-11 (“composite”) siding**



**Accessory structure with metal siding (i.e., corrugated metal and/or standing seam)**



**2. Pods, trailers, modular structures**



**3. Covered bicycle rack, covered bicycle parking enclosure, cart enclosures and covered cart structures**



**4. Carports**



## PROCESS FOR REVIEW AND APPROVAL OF ALL ACCESSORY STRUCTURES

**Regardless of type of structure and whether temporary or permanent, if the accessory structure is generally allowed per these guidelines, the unit requesting this structure should use the following process (unless otherwise noted):**

1. Contact Facilities to have a project manager assigned the project (either Facilities Remodel and Construction Services or Capital Construction)
2. Project manager should coordinate with Campus Planner and University Landscape Architect to ensure the proposed location adheres to the Campus Master Plan. University Landscape Architect to also ensure proposed location does not severely impact existing pavement, landscape or irrigation.
3. Project manager should coordinate with Facilities Utilities staff to understand the potential impacts to existing or planned utilities.
4. Project manager should provide a submittal to the Design Review Committee (DRC) to review the specific location, design, materials, etc. This submittal should include:
  - a. Site plan showing proposed location of structure
  - b. Existing utility plan and note comments made by FM Utilities staff
  - c. Photos of the site and adjacent structures
  - d. Drawings of proposed structure including general dimensions, colors, materials. If structure is a standard product, include either photos or graphics that depict the structure.
  - e. If structure is temporary, note the timeline and deadline when structure will be removed and by whom
5. All structures are required to be approved by the CSU Building Code Department for code compliance, regardless of use.

## GUIDELINES FOR TEMPORARY ACCESSORY STRUCTURES

- Allowed for construction staging – **no DRC approval needed.**
- Special consideration like COVID testing pods as approved by University administration -- **no DRC approval needed.**
- Temporary food-related trailers - **No DRC approval required.** Note that Environmental Health Services and other applicable reviews may be required.
- All other requests for temporary accessory structures will be considered by the DRC on a case by case basis after submittal.

## GUIDELINES FOR PERMANENT ACCESSORY STRUCTURES – BY STRUCTURE TYPE:

These guidelines below provide specific information about what is allowed and what is not allowed per Main, South, Foothills and ARDEC Campuses. For outlying CSU property including Mountain Campus, regardless of the permanent structure type, a submittal to the DRC is required. DRC will make final determination for these properties based on a case-by-case basis.

1. **Premanufactured shed/structure (“Tuffshed”) or accessory structure/shed with T1-11 (composite) siding:**

Note: Regular maintenance such as painting may be required with the type of structure.

- **Main and South Campuses:** Not allowed, with the following exceptions:
  - Main Campus Outdoor Services operation yard and Main Campus Motorpool area (Full submittal process still required)
  - Family Housing areas: Allowed for garden-related functions only.
- **Foothills Campus:**
  - Not allowed in Jud Harper Research Complex or near Foothills Campus entry.
  - Otherwise generally allowed, DRC to make final determination after submittal.
- **ARDEC:** Generally allowed, DRC to make final determination after submittal.

## 2. Accessory structure with metal siding (such as standing seam)

- **Main and South Campuses:** Not allowed, with the following exceptions:
  - Existing utility yard, Main Campus Outdoor Services operation yard, and Main Campus Motor Pool (Full submittal process still required)
  - For athletic / recreational sports uses: Consideration on case by case basis, DRC to make final determination after submittal.
  - Family Housing areas: Allowed for garden-related functions only.
- **Foothills Campus:** Generally allowed, DRC to make final determination after submittal.
- **ARDEC:** Generally allowed, DRC to make final determination after submittal.

## 3. Pods, trailers, modular structures

- **Main and South Campuses:** Not allowed
- **Foothills Campus:**
  - Not allowed in Jud Harper Research Complex or near Foothills Campus entry.
  - Otherwise generally allowed, DRC to make final determination after submittal.
- **ARDEC:** Generally allowed, DRC to make final determination after submittal.

## 4. Covered bicycle rack, bicycle parking enclosure, cart enclosure or covered cart structure

- **Main and South Campuses:**
  - Not allowed if viewable from Oval
  - Not allowed if viewable from surrounding historic neighborhood (i.e., Laurel Street)
  - Not allowed in viewshed corridors (Intramural fields, Center Avenue Pedestrian Mall, University Avenue Pedestrian Mall)
  - Otherwise, generally allowed, DRC to make final determination after submittal.

- ***Foothills Campus and ARDEC:*** Generally allowed, DRC to make final determination after submittal.

## 5. Carpports

- ***Main Campus:*** Not allowed, with the following exception:
  - Main Campus Motor Pool area (Full submittal process still required)
- ***South and Foothills Campus:*** Not allowed
- ***ARDEC:*** Generally allowed, DRC to make final determination after submittal.