



The Vistas Homeowners Association
 1380 Greg Street, #207
 Sparks, NV 89431
 Phone: 775-786-0500 Fax: 775-786-0504
 Website: www.vistashoa.com

For HOA use only

ACC Meeting Date: _____
 Approved as submitted:
 Approval contingent upon: _____

Not Approved:
 City Permit Required: Yes No

LANDSCAPE CHANGE REQUEST

ARCHITECTURAL CONTROL COMMITTEE APPLICATION

The Architectural Control Committee (ACC) was established to review and approve all improvements constructed or placed on any lot in the community. Applications must contain all the information requested. Any application that does not contain the required information will be returned for additional information, which could delay a decision on the request.

Please complete the following information to assist us in processing your application.

Name of Owner (s): _____

Phone Number (s): _____

Property Address: _____

Mailing Address: _____

Street _____

City _____ State _____ Zip _____

Request Approval For: _____

Completion Date: _____

Required Information and Documentation

1. On a separate piece of paper, please include a picture of proposed landscaping (plot plan). Clearly show dimensions, location, and distances from the home, fence lines, and street, of all elements contained in your landscaping plan. Include all types of plants you would like to use, and the name, color, and size of different kinds of rock, as well as a detailed description of any additional elements, such as walkways, decorative fencing, etc. Be sure to include all building materials with detailed specifications.
2. If applicable, include any brochures or other documentation that may be helpful for the Board in reviewing your plans.
3. Requests for all Landscape Changes and Other Projects must be submitted to the Association office no later than 12:00 Noon on the Friday prior to the Architectural Control Committee meeting. Any changes or revisions to the plans after ACC approval must be resubmitted and brought back to the committee for approval. **Construction must not begin until final approval is received. Construction must also be completed in ninety (90) days, once commenced, unless otherwise approved by the ACC.** Article III, Section B of the CC&R's state: "Construction of any improvement, once commenced, shall be pursued diligently to completion. Improvements not so completed, or upon which construction has ceased for ninety (90) days...shall be deemed nuisances..."
4. Drought tolerant landscape minimum requirements are listed on the back of this form.

Signature: _____

Date: _____

Landscape Minimum Requirements

When making changes to your front yard landscape, homeowners are required to seek approval from the ACC prior to beginning work. A Landscape Request Form is required for submittal to the ACC. A detailed plot plan must also be submitted and must display the location and type of all plants, trees, and other materials to be installed. Samples of rocks, bricks, pavers, bark, artificial turf, or other materials may be required. Minimal landscape changes such as adding or replacing a tree, bush, or flowers can be done without seeking ACC approval.

1. Drought tolerant landscape in the front yard will be allowed if it meets the following minimum requirements.
 - a. Rock, bare ground, and other hardscape materials such as decomposed granite (DG), concrete, pavers, or bricks are not appear the dominate landscape features.
 - b. Those homes requesting approval for a dry-creek bed theme will need a variety of rock sizes, including boulders to appear natural.
 - c. Overall plans should include various sizes of materials.
 - d. Twenty percent (20%) of the plant material must retain its color throughout the season so there is year-round color.
 - e. A minimum of one tree is required. Larger lot sizes may be required to have two trees.
 - f. Six (6) five-gallon bushes and trees are required. The ACC may increase the plants/tree requirement based on the size of the lot.
 - g. At least an 18-inch rock border will be required around areas that are adjacent sidewalks and driveways when requesting to install DG.
 - h. All grass, trees, and plant materials must have irrigation and must be maintained.
 - i. All landscape plans must conform to neighborhood standards.
2. Trees – The CC&R's required a minimum of two 15-gallon evergreen trees be planted by the Contractor between the front lot line and the dwelling unit as part of the overall landscape plan. An exception to this requirement was made by the City of Sparks which allowed smaller lots to have one tree in the front yard.
3. Artificial Turf – Installation of artificial turf on any lot shall be performed by a licensed professional and must be approved by the ACC prior to installation. Homeowners must gain approval from the ACC if artificial turf is to me installed by a non-professional. If installed by a non-professional, the artificial turf must be installed according the manufacturer's installation instructions. A sample of artificial turf and the instruction guidelines must be submitted to the ACC before approval will be granted when the work is not being done by a licensed professional. Artificial turf must be maintained and/or replaced so it does not become unsightly.