



The Vistas Homeowners Association
1380 Greg Street, #207
Sparks, NV 89431
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www.vistashoa.com

NEW BUILDING CONSTRUCTION ON VACANT PROPERTY
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: _____

General submittal information:

1. All requests for new construction projects require that a plot plan be submitted, clearly showing location of the project, distances from structures and property lines.
2. The submittal must also include construction details including all building materials, material sizes, color and any other pertinent information to the project. (brochures are helpful)
3. Receipt of a city permit does not override the requirement to have ACC approval. If you are not sure if your project requires approval, please contact the Association Office.

Signature: _____ **Date:** _____

4. Requests for all New Building Construction 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.

5. **Construction must not begin until final approval is received. Final approval is contingent upon receipt of a City of Sparks building permit, when applicable. 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..."**

BUILDING REQUIREMENTS:

For single family homes:

1. Minimum area 1,200 sq. ft. and 2 car Garage.
2. Driveways – Provide location and materials.
3. Exterior Paints - All paint colors must be approved by the ACC. Paint swatches/chips are required to obtain approval including color names.
4. Exterior walls, trim and windows - aluminum windows, door frames and skylights must be bronzed anodized. Additional materials may include vinyl, fiberglass, aluminum-glazed and wood. Steel window and door frame must be painted to match or blend with surrounding materials.
5. Fences and stains - Acceptable fencing material include redwood cedar, trex, and composite redwood. No chain link woven wire or any type of wire fence will be permitted except backyard pet enclosures. Fencing stains shall be transparent or semi-transparent natural wood tones. Solid stains or stains with color added are not permitted. Other materials may be considered on a case by case basis. (Note Fencing Guidelines on Estate Lot Resolution)
6. Roof material - concrete tile roofing similar to those in the community.
7. Unattached accessory outbuildings may be constructed only as approved by ACC.

For multi-family residential:

1. Each living area shall not be less than 800 sq. ft. for an apartment, patio home, or condominium; or 1,000 sq. ft. for a townhome.
2. Townhomes shall have a carport or garage of each townhome built.
3. Apartments, patio homes, or condominiums may have a combination of garages, carports and screened parking areas.
4. Exterior Paints - All paint colors must be approved by the ACC. Paint swatches/chips are required to obtain approval, including color names.
5. Exterior walls, trim and windows - aluminum windows, door frames and skylights must be bronzed anodized. Additional materials may include vinyl, fiberglass, aluminum-glazed and wood. Steel window and door frame must be painted to match or blend with surrounding materials.
6. Fences and stains - Acceptable fencing material include redwood, cedar, trex and composite redwood. No chain link, woven wire, or any type of wire fence will be permitted, except backyard pet enclosures. Fencing stains shall be transparent or semi-transparent natural wood tones. Solid stains or stains with color added are not permitted.
7. Roof material – concrete tile roofing similar to those in the community.
8. Unattached accessory outbuildings may be constructed only as approved by the ACC.

Signature: _____

Date: _____

LANDSCAPING REQUIREMENTS:

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.

For single family homes:

1. Rock, bare ground, and other hardscape materials such as decomposed granite (DG), concrete, pavers, or bricks are not to appear to be the dominant landscape feature.
 - a. Those homes requesting approval for a dry-creek bed theme will need a variety of rock sizes, including boulders, to appear natural.
 - b. Overall plans should include varying sizes of materials.
 - c. Twenty percent (20%) of the plant material must retain its color throughout the season so there is year-round color.
 - d. A minimum of one tree is required. Larger lot sizes may be required to have two trees.
 - e. Six (6) five-gallon bushes and trees are required. The ACC may increase the plants/tree requirement based on the size of the lot.
 - f. At least an 18-inch rock border will be required around areas that are adjacent to sidewalks and driveways, when requesting to install DG.
 - g. All grass, trees, and plant materials must have irrigation and must be maintained.
 - h. 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 be installed by a non-professional. If installed by a non-professional, the artificial turf must be installed according to the manufacturer's installation instructions. A sample of both 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.
4. The front yard landscaping shall be completed, per approved plans, within 8 months of completion of the dwelling until.

Signature: _____

Date: _____

