Pueblo, Colorado

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North Vista Highlands
Design Guidelines

North Vista Highlands Community Association
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1.0 Community Vision

North Vista Highlands is a master planned community that is the result of a comprehensive approach to planning over 1,185 acres of undeveloped high plains land in the northeast quadrant of Pueblo, Colorado. Annexed to Pueblo and zoned PUD (Planned Unit Development) in 2009, the land has been entitled for a wide variety of residential and commercial uses all organized around a network of open spaces, preserved arroyos and trails. Development of the community into a collection of individual neighborhoods will occur over time. Development Area 1 is the first community area consisting of approximately 750 homes and will achieve the following goals:

- Create a cohesive and sustainable neighborhood atmosphere through innovative design and high quality materials.
- Provide a variety of housing products that meet the needs of a variety of lifestyles that are offered at pricing levels that are compatible with each budget.
- Integrate a mix of land uses that promote a complete neighborhood where the residents can live, work, play, shop and learn within the community.
- Integrate the natural environment into the design of the community to provide opportunities for trail and recreation within natural drainage ways and preserve panoramic views from the site.
- Strive for neighborhood design that is pedestrian friendly with safe, clean, all-weather surface walks and trails that connect residents and visitors to other neighborhoods, commercial centers, schools and civic uses.
- Encourage energy efficient construction and environmentally friendly design.
- With smaller building footprints, high quality construction, chemical free interiors, innovative floor plans, state-of-the-art HVAC/air quality systems and smart home automation with certified DOE Zero Energy Ready and EPA AirPlus status.

The Planned Unit Development document sets design criteria for all planning areas within the North Vista Master Plan. The PUD and these design
Guidelines strive to set the standard for all neighborhood design where sidewalks are separated from the street by a landscaped tree lawn and by allowing on-street parking. Building architecture will be required to address the street with windows, covered entries, recessed garages and limited width driveways.

1.1 Purpose and Applicability

Pursuant to the Declaration of Covenants, Conditions and Restrictions as recorded with each subdivision plat, these design guidelines have been established to provide property owners, home builders, real estate developers and architects a set of standards to be addressed in the preparation of all plans and specifications. These guidelines are in addition to and augment the standards within the PUD zoning document and the Declaration of Covenants, Conditions and Restrictions. Administered by The North Vista Highlands Design Review Board (DRB), the goal is to:

- Ensure that the stated vision for the community is maintained.
- Attain the highest quality of development and construction.
- Protect and enhance the value of property within North Vista Highlands.

The intent of the master developer and Design Review Board is to maintain a high quality development that achieves harmony between the design of dwellings, commercial buildings, civic structures and the surrounding landscape.

These Design Guidelines apply to all new construction and landscaping and all additions and alterations to existing structures and landscaping. In the event of conflicts between the PUD, CC&R’s and Design Guidelines, the PUD and CC&R’s controls and overrules the guidelines.

The Design Review Board (DRB) shall administer these guidelines in accordance with the procedures set forth in Section 5.0 of this document.
2.0 Site Design

2.1 Building Placement:

2.1.1 Residential
Building setbacks are specified in the PUD with the intent to provide a neighborhood character and streetscape that is attractive and welcoming by reducing a monotonous arrangement of homes with similar plans, facades and site placement. Garage placement is treated differently than livable portion of structure to enhance the streetscape by supporting a pedestrian friendly character by designing the livable portion of the home to be closer to the street than garages except when garage is side loaded.

2.1.2 Commercial
Commercial or non-residential uses that are predominately businesses that may include but are not limited to retail, restaurants, office, medical, or live/work, etc. are encouraged to be located with entrances close to the street with on street parking available and additional parking concentrated in smaller landscaped lots behind or to the side of structures.

2.1.3 Civic
Uses under this category may include but are not limited to community centers, school, churches, libraries, city services (fire/police facilities), etc. are encouraged to locate where impacts to residential neighborhoods are least impacted. Site Design should incorporate appropriate buffers to adjacent uses and accommodate most parking on-site. Architecture should be compatible with the quality of the overall community and add to the aesthetic of the neighborhood and streetscape.

2.2 Site Grading & Drainage

Every effort should be made to maintain graded contours of the building lot. In certain conditions it may be necessary to re-grade the lot to accommodate a residential unit. All proposed grading plans shall require approval from the DRB. Furthermore, all proposed landscape retaining walls shall require the review and approval of the DRB. As much as practical, the builder should integrate the structural design of the residence into the contour of the land in order to avoid excessive fill slopes or severe cut slopes. Emphasis will be placed on the
proposed architectural design and site plan. Excessive grading, retaining walls, and site disturbance will be discouraged.

2.3 Driveways & Parking:

Driveways and walkways leading from the public sidewalk or street to the home shall be composed of the following materials: concrete, patterned concrete, inter-locking pavers, permeable pavers, brick, and other finishes as approved by the DRB. Grass paving blocks for driveways and parking areas may be allowed provided that they are well maintained. The materials should be monochromatic and in the same color palette as the home. Patterns and borders should not be excessive or have detailed symbols that are distracting and incompatible with the residential architecture. DRB review and approval must be granted for multiple driveways.

2.4 Properties Adjacent to Open Space:

Special consideration needs to be provided for all lots adjacent to open space and common areas. The DRB shall review and determine whether the proposed residential layout and design detracts, encroaches, or disturbs these special areas. The architectural design, site plan, proposed fencing and landscape plan for lots adjacent to open space and park areas should be complementary to the natural topography, vegetation, views, and trails. See Section 4.7 regarding fencing along open space lots.
3.0 Architecture

3.1 Intent
It is the intent of these guidelines to provide direction for the thoughtful design and construction of all structures within North Vista Highlands. By using these guidelines, the community enhances and secures its quality of life, property values, and visual effectiveness. The architecture and planning of this community needs to respond to its location within a unique semi-arid environment, and it is intended that design be sensitive and environmentally responsible.

North Vista Highlands is committed to achieving the highest practical quality and design of the built environment through their relationship with knowledgeable property owners, builders and architects in a spirit of cooperation and common goals for community and quality. All parties should understand the subjective nature of architectural review and be attentive to the vision and intent of North Vista Highlands. All homes must conform to the Architectural Guidelines outlined within this document.

These Design Guidelines; in addition to the Pueblo Municipal Code (PMC) requirements found in Section 17-4-11 for residential and Sections 17-4-46 or 17-4-47 or 17-4-48 for small-scale, medium-scale and large-scale commercial performance standards and the North Vista Master Plan Planned Unit Development shall guide the exterior architectural design within the North Vista Highlands development. In the event that the Pueblo Municipal Code, the North Vista PUD, NVH CC&Rs, NVH Rules & Regulations and/or these Design Guidelines differ; whichever is the most stringent shall be met.

All buildings shall meet the requirements of the adopted building codes for the City of Pueblo.

3.2 Residential Design Standards

3.2.1 Form, Massing & Scale:
All dwellings and accessory structures shall provide quality architectural design that takes into consideration building massing and style, roof lines, window and door placement, exterior materials and colors and other architectural features. The use of building articulation that breaks up the building mass into modules, which reflect proportions similar to other parcels within the development, shall be required.
3.2.1.1 Dwellings on corner, end, or double frontage lots shall include architectural features, such as windows and doors, porches and entry features, building materials, and other features that match the front of the dwelling, along the sides or back of dwellings that face streets, drives, or open space areas.

3.2.1.2 New or replacement dwellings, dwelling additions and accessory structures shall be designed to be architecturally compatible with the primary structure, as applicable, in terms of building materials and colors, roof forms, building massing and style and other architectural features.

3.2.1.3 Dwellings shall incorporate facade modulation—stepping back or extending forward a portion of the façade.

3.2.1.4 Dwellings shall incorporate changing rooflines by alternating dormers, stepped roofs, gables, or other roof elements to reinforce the modulation or articulation interval.

3.2.1.5 Changes of material shall occur with the change in building plane, but never at an outside corner.

3.2.1.6 Rooftop patios/terraces and/or 2nd/3rd floor balconies are encouraged.

3.2.2 Building Height

Building height is defined as the vertical distance from the grade plane to the average height of the highest roof surface. As applied to flat roofs, height is measured as the vertical distance from the mean level of the finished grade of the front of the building to the highest point on the finished roof. For a pitched roof, it is the measured from the mean level of the finished grade of the front of the building to the average height of the rise of the pitched roof. Building height shall be measured from existing, pre-development grades or proposed grades (whichever is lower).

The North Vista PUD specifies maximum building height for residential and non-residential uses. These vary by Planning...
3.2.3 Architectural Styles:

3.2.3.1 All residential structures shall express a creative presentation of exterior building materials, exterior details and texture, treatment of windows and doors, and use of angles and multiplicity of planes within the wall and roof design.

3.2.3.2 To provide diversity of housing types within this residential development, subdivision of ten or more lots containing one-family and two-family dwellings shall contain a sufficient number of different housing models of varying style and architectural features so that no more than 30 percent of the lots contain the same housing mode.

3.2.4 Energy Efficient/Sustainable Design

All dwelling units shall meet the most current locally adopted International Energy Conservation Code and shall be built to the "DOE Zero Energy Ready Home", and shall meet all current DOE Zero Energy Ready Home National Program Requirements. The current (at time of printing) requirements can be found at:


At the time of printing: A DOE Zero Energy Ready Homes must:

3.2.4.1 Comply with ENERGY STAR for Homes Program Requirements and Inspection Checklists for:

3.2.4.1.1 Thermal Enclosure

3.2.4.1.2 HVAC Quality Installation (Contractor and HERS Rater)

3.2.4.1.2.1 Exceptions for QA-Credentialled HVAC Contractor (December 2016)

3.2.4.1.2.2 DOE Zero Energy Ready Home
3.2.4.1.3 Water Management

3.2.4.1.4 The target home/size adjustment factor used by ENERGY STAR

3.2.4.2 Feature energy efficient appliances and fixtures that are ENERGY STAR qualified.

3.2.4.3 Use high-performance windows that meet ENERGY STAR v5.0 and v6.0 specifications (depending on climate zone).

3.2.4.4 Meet 2015 International Energy Conservation Code (IECC) or the current locally adopted IECC for levels for insulation; whichever is the most stringent.

3.2.4.5 Follow the latest proven research recommendations by installing ducts in conditioned space or in an optimized location as defined in the program specs.

3.2.4.6 Conserve water and energy through an efficient hot water distribution system that provides rapid hot water to the homeowner.

3.2.4.7 Provide comprehensive indoor air quality through full certification in EPA's Indoor AirPlus Program

3.2.4.8 Accomplish savings on the cost of future solar PV installations by following the PV-Ready checklist for climates with significant solar insolation. This checklist references EPA's solar electric guide.

3.2.4.9 Refer to the DOE Zero Energy Ready Home National Program for all requirements.

3.2.5 Passive Energy Design

All dwelling units shall integrate passive energy features to maximize solar gain to the maximum extent practicable. Passive energy features include:
3.2.5.1 Building location and orientation on the site to maximize passive solar gain and/or passive cooling.

3.2.5.2 Building layout to maximize comfort and utilization of passive solar gain and/or passive cooling.

3.2.5.3 Window design and placement including the use of energy efficient windows, operable windows for passive cooling, support of day lighting, and to aid in maintenance of thermal comfort.

3.2.5.4 Insulation to maintain thermal comfort.

3.2.5.5 Thermal mass to aid in passive heating and/or cooling.

3.2.5.6 Shading to allow the sun to passively heat the interior during the winter/cooler months and to shade it during the summer/hotter months.

3.2.5.7 Passive ventilation to aid in passive cooling.

3.2.6 Garages-Single Family Detached:

Requirements not addressed by the North Vista PUD or these guidelines are described in Section 17-4-23 (Off Street Parking Requirements) of the Pueblo Municipal Code.

3.2.6.1 Location

3.2.6.1.1 All single family detached dwelling units must have at least a one-car garage. Carports are not permitted.

3.2.6.1.2 The PUD specifies garage setbacks that are separate from livable portions of residence. Garages must be recessed from the street-facing façade of an unenclosed, covered porch provided the porch is at least 60 square feet.

3.2.6.1.3 Side-loaded garages (doors that are perpendicular to the front lot line) are permitted.
3.2.6.2  Garage Doors

3.2.6.2.1  Garage doors shall contain window lites.

3.2.6.2.2  Garage doors shall not comprise more than 50 percent of the street-facing linear building frontage, except that garage doors located on the side of a dwelling facing a side yard street may comprise up to two-thirds of the street-facing linear building frontage. For purposes of this provision, the width of the garage door(s) shall be measured as the linear distance between the outer edges of the door(s), including any wall area separating two or more garage doors that is less than two feet wide.

3.2.6.2.3  When garage doors are other than street-facing (e.g., the doors face a side or rear lot line), the side of the garage facing the street shall include windows or other architectural details that mimic the features of the living area portion of the dwelling.

3.2.6.3  Electric Vehicle Charging Stations

Each single family dwelling unit shall provide at least one electric vehicle charging station accessed in the garage.

3.2.7  Garages-Single Family Attached:

Requirements not addressed by the North Vista PUD or these guidelines are described in Section 17-4-23 (Off Street Parking Requirements) of the Pueblo Municipal Code.

3.2.7.1  Location

3.2.7.1.1  All single family attached dwelling units must have at least a one-car garage per dwelling unit. Carports are not permitted.

3.2.7.1.2  The PUD specifies garage setbacks that
are separate from livable portions of residence. Garages must be recessed from the street-facing façade of an unenclosed, covered porch provided the porch is at least 60 square feet.

3.2.7.1.3 Side-loaded garages (doors that are perpendicular to the front lot line) are permitted.

3.2.7.2 Garage Doors

3.2.7.2.1 Garage doors shall contain window lites.

3.2.7.2.2 Garage doors shall not comprise more than 50 percent of the street-facing linear building frontage, except that garage doors located on the side of a dwelling facing a side yard street may comprise up to two-thirds of the street-facing linear building frontage. For purposes of this provision, the width of the garage door(s) shall be measured as the linear distance between the outer edges of the door(s), including any wall area separating two or more garage doors that is less than two feet wide.

3.2.7.2.3 When garage doors are other than street-facing (e.g., the doors face a side or rear lot line), the side of the garage facing the street shall include windows or other architectural details that mimic the features of the living area portion of the dwelling.

3.2.7.3 Electric Vehicle Charging Stations: Each single family dwelling shall provide at least one electric vehicle charging station accessed in the garage.

3.2.8 Garages-Multi-Family
Requirements not addressed by the North Vista PUD or these guidelines are described in Section 17-4-23 (Off
Street Parking Requirements) of the Pueblo Municipal Code.

3.2.8.1 Location:
Garages may be attached to the residential building or detached and combined with other garages within the parking areas. Structures must include architecture and materials that relate to the main buildings. Carports are permitted for multi-family rental communities.

3.2.8.2 Electric Vehicle Charging Stations:
In Multi-family structures where garages are provided; each garage shall have at least one electric vehicle charging station.
In Multi-family developments where carports are provided; there shall be one electric vehicle station for every 5 dwelling units and the charging station shall be accessible to all tenants.

3.2.9 Entries & Porches

3.2.9.1 Each dwelling unit in single-family detached, single-family attached and multi-family dwelling units with individual exterior entries shall have a covered entry. Multi-family dwellings units which have shared exterior entries shall have a covered entry at the shared entry.

3.2.9.2 Porches, where provided shall be a min. 60 square feet.

3.2.10 Materials & Colors

3.2.10.1 Each dwelling unit shall have a minimum of (3) exterior finish materials (not including doors, windows, roofing or trim).

3.2.10.2 Acceptable Materials:
– Brick
– Stone
– Stucco
– Fiber Cement Siding (lap, shingle, vertical, square panel with grid)
– Metal (corrugated metal siding, metal panels)
see requirements below.
– Architectural Concrete (by pre-approval only)
– Wood

3.2.10.3 Metal:
Metal may be used on the exterior of buildings for architectural features, but it shall not be the primary exterior surface material on buildings. Metal may be used as architectural features covering no more than ten percent of the facades of the building, unless the decision-making body determines that additional metal in the design creates a high-quality or unique building design that meets the purpose and intent of the standards in this section. Standing seam (not corrugated metal) roofs are allowed and are exempt from the limitation on percentage of metal.

3.2.10.4 The use of brick, acceptable stone, architectural concrete or stucco shall be incorporated into the building architecture on all sides of the structure, unless the DRC shall determine that the use of alternate building materials enhances the structure with the overall development.

3.2.10.5 Colors:
Fluorescent, neon or primary colors shall not be used on any wall or roof of any dwelling or accessory structure.

3.2.11 Roofs
Acceptable roof types:

3.2.11.1 Sloped:
If a roof is a sloping roof; it shall have a min. 2 in 12 slope and shall have min. 10" overhang.

– Gable
– Hip
– Pyramid Hip
– Shed
– Mansard
– Gambrel
– Butterfly
3.2.11.2  Flat:
Flat roofs shall have a parapet that is a min. 2'-0" HT. or an average height of no more than 15 percent of the height of the supporting wall, and a maximum height at any point equal to 33 percent of the height of the supporting wall (whichever is highest) around the entire perimeter of the roof except where an access ladder is installed.

3.2.11.3  Barrel:
If a roof is a barrel roof; it shall have a min. 10" overhang.

3.2.11.4  Materials:
Acceptable roof materials:
– Asphalt Shingle
– Slate Roofing
– Tile Roofing (concrete, clay)
– Metal Standing Seam
– Wood Shingle
– Low Slope (Flat) roofing material acceptable on flat roofs only.

3.2.12  Solar Panels
Solar panels are permitted on structures and carports but cannot be free standing. Panels shall be installed to lay flat on the roof unless the roof is flat or barrel. Roofs should be designed for maximum effectiveness. Panels shall not create glare onto adjacent properties.

3.2.13  Exterior Utility Equipment

3.2.13.1  Wall mounted utility equipment shall be painted to match the exterior wall or shall be screened with either landscaping or fencing.

3.2.13.2  Ground mounted utility equipment shall be screened with either landscaping or fencing.

3.2.13.3  Satellite dishes must be mounted on the primary structure and not free standing. Every attempt should be made to locate dish where its view from the street or neighboring properties is mitigated.
3.2.14 Exterior Lighting

3.2.14.1 Exterior residential lighting fixtures shall coordinate with the architectural style of the primary structure.

3.2.14.2 Exterior residential and street lighting shall meet the requirements as stated in the City of Pueblo Municipal Code.

3.2.14.3 See section 4.7 for Landscape Lighting guidelines.

3.2.15 Windows & Doors

Acceptable material for windows and doors:
- Metal/Aluminum
- Wood/Wood Clad
- Composite/Vinyl/Fiberglass

3.3 Non-Residential & Mixed Use Design Standards

3.3.1 The design standards in this subsection are intended for commercial, mixed use and other nonresidential development and are to promote quality design of an urban environment.

3.3.2 These Design Guidelines; in addition to the Pueblo Municipal Code (PMC) requirements found in Sections 17-4-46 or 17-4-47 or 17-4-48 for small-scale, medium-scale and large-scale; respectively, commercial performance standards and the North Vista Planned Unit Development shall guide the exterior architectural design within the North Vista Highlands development. In the event that the Pueblo Municipal Code, the North Vista Planned Unit Development and/or these Design Guidelines differ; whichever is the most stringent shall be met.

3.3.3 Pedestrian Access & Circulation:

3.3.3.1 Nonresidential development shall provide adequate pedestrian connections with surrounding areas, including all principle structures having direct pedestrian connection that meet ADA requirements:

3.3.3.1.1 From each principal structure entrance used by residents, employees, or the public to perimeter public sidewalks.
3.3.3.1.2 Between each principal structure in the development.
3.3.3.1.3 To sidewalks on adjacent properties.
3.3.3.1.4 To existing or planned transit stops

3.3.3.2 A development that has parking areas extending more than 250 feet from the principal structure shall provide a designated pedestrian walkway extending from the row of parking located furthest from the principal structure to a principal structure entrance, or to a sidewalk leading to such entrance. Such walkways shall be distinguished from the surrounding parking areas and drives by changes in materials, color and texture, raised surfaces, or landscaped edges.

3.3.3.3 All non-residential and mixed-use developments shall provide:

3.3.3.3.1 An unobstructed walkway at least seven feet wide extending across each facade of a principal structure that features a customer entrance or that abuts a public parking area; and

3.3.3.3.2 Weather protection and architectural features such as awnings or arcades at each structure entrance.

3.3.3.4 Pedestrian Gathering Spaces:
Provide outdoor spaces for pedestrians, such as plazas with seating areas and connecting path in all developments to the maximum extent practicable.

3.3.4 Parking Areas

3.3.4.1 Screening:
Parking areas for nonresidential and mixed-use uses shall be screened from adjacent streets and properties to the maximum extent practicable.

3.3.4.2 Location:
No more than 50 percent of the off-street parking shall be located between the facade of the principal building and the facing primary street or
highway, unless the parking is located within a parking structure, or the decision-making body determines that the applicant has provided a more appropriate design, or demonstrated that it is not practical to distribute the parking in this manner, and the applicant has provided additional parking area landscaping or other amenities to mitigate a concentration of parking areas.

3.3.4.3 Driveways:
Driveways shall be consolidated to the maximum extent practicable to reduce the number of sidewalk/driveway crossing points.

3.3.5 Building Form, Massing and Scale
Multi-family, mixed-use and commercial buildings shall attempt to express a creative presentation of exterior building materials, exterior details and texture, treatment of windows and doors, and use of angles and multiplicity of planes within the wall and roof design to lessen an ordinary appearance which can be characteristic of large residential and retail buildings. The use of building articulation that breaks up the building mass into modules, which reflect proportions similar to other parcels within the development, shall be required. Methods used to create intervals, which reflect and promote compatibility include:

3.3.5.1 Facade modulation - stepping back or extending forward a portion of the façade. Building facade articulation. Building facades shall include a variety of elements to the maximum extent practicable, including but not limited to, materials, colors, textures, wall plane projections or recesses, entry features, window and door placement, roof forms, canopies, and arcades.

3.3.5.2 Providing a covered entry or awning to the articulation interval.

3.3.5.3 Changing the rooflines by alternating dormers, stepped roofs, gables, or other roof elements to reinforce the modulation or articulation interval.

3.3.5.4 Changing materials with the change in building plane, but never at an outside corner.

3.3.5.5 Providing a lighting feature, trellis, tree, or other landscape feature with each interval.
3.3.5.6 Using colors, materials and details that blend with the other buildings within the area and to reinforce the modulation or articulate the interval.

3.3.5.7 Rooftop patios/terraces and/or 2nd/3rd floor balconies area encouraged.

3.3.5.8 Building Orientation: To the maximum extent practicable, building setbacks from adjacent streets should be minimized to establish pedestrian-oriented street fronts. Building entrances should be oriented toward pedestrian walkways and plazas, with direct, continuous connections to the street without requiring pedestrians to walk through parking areas.

3.3.6 Building Height

3.3.6.1 Definition: Building height is defined as the vertical distance from the grade plane to the average height of the highest roof surface. As applied to flat roofs, height is measured as the vertical distance from the mean level of the finished grade of the front of the building to the highest point on the finished roof. For a pitched roof, it is the measured from the mean level of the finished grade of the front of the building to the average height of the rise of the pitched roof.

3.3.6.2 Measurement: Building height shall be measured from existing, pre-development grades or proposed grades (whichever is lower). Maximum heights are specified for residential and non-residential uses in North Vista PUD for each Planning Area. Building height is defined as the vertical distance from the grade plane to the average height of the highest roof surface. As applied to flat roofs, height is measured as the vertical distance from the mean level of the finished grade of the front of the building to the highest point on the finished roof. For a pitched roof, it is the measured from the mean level of the finished grade of the front of the building to the average height of the rise of the pitched roof.
3.3.7 Energy Efficient/Sustainable Design

Each dwelling unit located in a mixed-use or multi-family structure shall be built to the "DOE Zero Energy Ready Home", and shall meet all current DOE Zero Energy Ready Home National Program Requirements. The current (at time of printing) requirements can be found at:


At the time of printing: A DOE Zero Energy Ready Homes must:

3.3.7.1 Comply with ENERGY STAR for Homes Program Requirements and Inspection Checklists for:

3.3.7.1.1 Thermal Enclosure
3.3.7.1.2 HVAC Quality Installation (Contractor and HERS Rater)
   3.3.7.1.2.1 Exceptions for QA-Credentialled HVAC Contractor (December 2016)
   3.3.7.1.2.2 DOE Zero Energy Ready Home 'Hardship' Waiver (May 2018)
3.3.7.1.3 Water Management
3.3.7.1.4 The target home/size adjustment factor used by ENERGY STAR qualified.
3.3.7.1.5 Use high-performance windows that meet ENERGY STAR v5.0 and v6.0 specifications (depending on climate zone).
3.3.7.1.6 Meet 2012 International Energy Conservation Code levels for insulation. In some states 2015 IECC insulation levels are required – see End Note #15 of the Rev.06 specs
3.3.7.1.7 Follow the latest proven research recommendations by installing ducts in conditioned space or in an optimized location as defined in the program specifications.
3.3.7.1.8 Conserve water and energy through an
efficient hot water distribution system that provides rapid hot water to the homeowner. Download the WaterSense Excel tool for estimating the stored volume in hot water distribution systems.

3.3.7.1.9 Provide comprehensive indoor air quality through full certification in EPA's Indoor AirPlus Program

3.3.7.1.10 Accomplish savings on the cost of future solar PV installations by following the PV-Ready checklist for climates with significant solar insolation. This checklist references EPA's solar electric guide.

3.3.7.2 Refer to the DOE Zero Energy Ready Home National Program for all requirements.

3.3.8 Materials & Colors

3.3.8.1 Acceptable Materials: A variety of exterior facade building materials are required for nonresidential buildings. Allowed materials include brick, stone, split-face and ground-face masonry units, decorative architectural tile, stucco, integrally colored concrete, decorative concrete, glass, or other compatible quality materials.

3.3.8.2 Metal: Metal may be used on the exterior of buildings for architectural features, but it shall not be the primary exterior surface material on buildings. Metal may be used as architectural features covering no more than ten percent of the facades of a building, unless the decision-making body determines that additional metal in the design creates a high-quality or unique building design that meets the purpose and intent of the standards in this section. Standing seam (not corrugated) metal roofs are allowed and are exempt from the limitation on percentage of metal.

3.3.8.3 Reflective Glass: Any glazing materials shall have a maximum of 15 percent outside visual light reflectivity value.

3.3.8.4 Building/Roof Colors: Intense, bright or fluorescent colors shall not be used as the predominant color on any wall or roof of any
principal or accessory structure. These colors may be used as building accent colors provided they are compatible with the building design and other primary colors on the building, and providing they do not constitute more than ten percent of the area of each elevation of a building, excluding windows, doors, and wall signs.

3.3.9 Roofs

3.3.9.1 Roof design and screening: All non-residential and/or mixed use buildings shall have fully enclosed roofs or articulated roof forms that shield roof-mounted mechanical systems from public view to the maximum extent practicable.

3.3.9.2 All roofs of non-residential and/or mixed used buildings shall meet the requirements of Section 3.2.11 of these Design Guidelines.

3.3.9.3 If sloped roofs are utilized in non-residential and/or mixed used buildings they shall meet the requirements of Section 3.2.11 of these Design Guidelines.

3.3.9.4 Parapets. Roofs of buildings shall have parapets or enclosures concealing flat roofs and roof-top equipment from public view, and such parapets and enclosures shall be constructed of materials that match the building in quality and detail. Each such parapet or enclosure shall have an average height of no more than 15 percent of the height of the supporting wall, a maximum height at any point equal to 33 percent of the height of the supporting wall or 2'-0" high (whichever is highest), and three-dimensional cornice treatments.

3.3.10 Doors & Windows

Acceptable materials for doors and windows:
- Metal/Aluminum
- Wood/Wood Clad
- Composite/Vinyl/Fiberglass

3.3.11 Exterior Lighting

3.3.11.1 Exterior residential and commercial lighting
fixtures shall coordinate with the architectural style of the primary structure.

3.3.11.2 Exterior street lighting shall meet the requirements as stated in the City of Pueblo Municipal Code.

3.3.12 Signage

3.3.12.1 Commercial signage shall meet the requirements of the City of Pueblo Municipal Code. The North Vista PUD requires a Planned Sign Program application and approval by the City.

3.3.13 Retail, Office, Financial, Restaurant, Hotel and Mixed Use Design Standards

These design standards are intended for new commercial development design, including promoting designs that produce facilities with human scale, that are pedestrian friendly, and that allow for alternative means of transportation.

The standards stated in this subsection apply to all new retail, office, financial, restaurant, hotel and mixed-use uses, defined as uses housed in a single structure or series of attached structures. These design standards are in addition to the general design standards for nonresidential uses stated in subsection 3.3 of these Design Guidelines.

3.3.13.1 Entrances

Non-residential entryways. Customer entrances shall be highly visible and shall incorporate at least one element from each of the following groups of features (for a minimum of two features per customer entrance):

3.3.13.1.1 Group 1:

3.3.13.1.1.1 Roof overhangs, raised cornice parapets, or peaked roof forms.

3.3.13.1.1.2 Recessed or projecting wall sections.

3.3.13.1.1.3 Arcades, canopies, or arches.

3.3.13.1.2 Group 2:

3.3.13.1.2.1 Outdoor patios with seating areas;
3.3.13.1.3 Residential Entrances in Mixed Use:
Residential entrances shall be separate from primary customer entrances in mixed-use structures.

3.3.13.2 Building Facades: The following standards are intended to prevent long, unbroken, monolithic walls visible to the public from streets or adjacent properties.

3.3.13.2.1 Each building façade greater than 100 feet in length shall incorporate wall plane projections or recesses having a depth of at least three percent of the length of the façade and extending at least 20 percent of the length of the facade. No uninterrupted length of any facade shall exceed 100 horizontal feet. The Design Review Board may approve alternative designs that feature innovative use of high-quality building materials to break up building facades.

3.3.13.2.2 Each building facade shall incorporate at least three changes including, but not limited to, materials, colors, textures, wall projections or recesses.

3.3.13.2.3 Ground floor facades that face public streets shall have arcades, display windows, entry areas, awnings, or other such features along at least 60 percent of the horizontal length. All windows must be clear and allow views into the establishment during business hours.

3.3.13.2.4 The sides and rear of buildings that are visible to the public shall be as visually attractive as the front of the building through the use of similar architectural features, detailing and building materials, and design of landscaping features.
4.0 Landscape Design Standards

4.1 Intent
The landscape treatment of all private properties, public right-of-ways and open space/park areas has a tremendous impact on property values and the overall perceived values of the community. In order to protect and promote the values of the residents and property owners, these Landscape Guidelines have been established. It is not the intent of these guidelines to narrowly restrict design choices, but to allow variation within the framework of compatibility and harmony with the surroundings. The design review process encourages an early dialog regarding concepts and the interpretation and application of these guidelines in order to achieve the desired outcome. It is highly recommended that all property owners obtain the assistance of a Landscape Architect. The Landscape Architect should be thoroughly familiar with all elements of landscape design and construction as well as the proper selection and placement of plant materials.

Landscaping shall adhere to or exceed the Pueblo Municipal Code. In addition, these Design Guidelines shall apply for all residential and non-residential uses as administered by the North Vista Highlands Design Review Board (DRB). All builders/homeowners must obtain approval from the DRB prior to landscaping of the property and any significant additional improvements thereafter.

The landscape theme for North Vista Highlands should provide a high quality appearance, which harmonizes with the architecture. Special attention should be paid to earth forms, site drainage, plant forms and placement, hardscape materials, and ground plane treatments. It will be necessary for all landscape plans to address soil types and climate. It is also the intent to promote low water use plant material, which is reflected in the recommended plant palette listed in these Design Guidelines.

Water Conservation
North Vista Highlands will be a community that will implement careful planning and design make sure lots sizes and usable open spaces are configured to be efficient in their use of irrigation which is the largest use for household water. Landscape design should emphasize the use of water-wise plant materials, the amount of water needed to support the landscape can be greatly reduced, resulting in resource conservation and cost savings.
- Use water wise plant material to reduce landscape water demand.
- Utilize water-efficient irrigation systems such as smart irrigation
controller, low flow sprinkler heads and drip irrigation. This includes moisture sensors and wind gauges.

- Mulch planting beds to maintain soil moisture, minimize evaporation, reduce weed growth and keep plant roots cool.
- Limit turf areas that require a lot of supplemental watering.
- Improve soil so that it can better absorb the water and also encourage deeper roots.

4.2 Single Family Detached and Attached Residential Uses:

The following Guidelines apply to all single family detached and attached homes (not including townhomes or multi-family residential) Requirements must be satisfied prior to the issuance of certificate of occupancy. This includes landscaping in the street right-of-way in all planning areas. Landscape design for all tree lawns will be provided by the master developer and installed by builders/homeowner including an automated irrigation system. Property owners will maintain all tree lawn areas and are responsible for replacement of plant materials/mulch and repair of irrigation system.

In addition:

4.2.1 Street trees along arterial and collector streets shall be required at a quantity calculated at one (1) tree for every 35 lineal feet. The minimum size for all street trees on arterial, collectors, and local streets is 2.5 inch caliper.

4.2.2 Tree lawns (area between back of curb and detached sidewalk) must be a minimum of 8’ wide and 75% of area must have living ground cover.

4.2.3 Service areas and utility cabinets must be screened from view of street and adjacent properties by appropriate plant materials or fencing.

4.2.4 Adjacent property owners will maintain all landscaping to the back of the curb.

4.2.5 Native and drought tolerant plant materials shall be used whenever possible.

4.2.6 Front and Side Yard Requirements

Landscaping within the front yard must consist of a combination of turf lawn, trees and shrub beds. Large areas of rock or wood mulch without any vegetation, is prohibited. Shrub beds must be coordinated between lots, as much as possible, to provide visual continuity. Side yards which are visible from streets or public open spaces must also be landscaped by the homeowner with a minimum of 30% living material. The balance of area may be rock mulch, walkway or other permeable surface.
4.2.6.1 Plant Materials:
It will be necessary for all plans to address soil types and climate. It is also the intent to promote low water use plant material, which is reflected in the recommended plant list. All landscape plans shall be prepared so that all plant material is clearly identified by common name, botanical name, size, spacing, quantity and any special planting notation. All required plant materials must conform to minimum standards established by the American Association of Nurserymen, as published in the American Standards of Nursery Stock. Plant growth habits and mature sizes should be taken into consideration when spacing trees, shrubs and groundcover.

4.2.6.1.1 Deciduous Trees:

Front Yard: A minimum of one deciduous shade tree and one flowering ornamental tree must be planted in the front yard. The deciduous tree must be a minimum of 2 ½ inch caliper at the time of installation and the flowering ornamental tree must be 2 inch caliper minimum at time of installation. All trees must be staked or guyed using metal T-post or wood lodge pole stakes. Guy wires must be maintained by the homeowner to keep all newly planted trees set plumb for at least one full growing season.

Rear Yard: A minimum of one deciduous shade tree, 2” minimum caliper at time of installation placed at least 6’ from property lines and structures. Location should result in providing shade to a portion of the yard or patio area.

4.2.6.1.2 Evergreen Trees:
An evergreen tree may be substituted for the required ornamental tree. The minimum size is 6 feet in height at time of installation. Spacing for evergreen trees
must respond to individual species growth habit but should generally be spaced at least 10 to 15 feet away from structures.

4.2.6.1.3 Shrubs, Groundcovers and Perennials:
A minimum of three, 5-gallon size shrubs must be planted in the front yard. Additional Vines, groundcovers, vines and perennials are encouraged in planting beds (Minimum 1 gallon plant size) Spacing of all plant material should anticipate mature growth size and be placed a minimum of 5’ from foundations. Shrub beds must be separated from turf and mulch areas with edging material.

4.2.6.1.4 Turf Grass:
All turf areas must be sodded or seeded with an improved variety of Kentucky bluegrass or drought tolerant equivalent. No turf areas permitted within 2’ of foundations. Areas must be irrigated on separate zones from shrub beds. Artificial turf is permitted with approval provided it is professionally installed and has a natural appearance.

4.2.6.2 Landscape Materials:

4.2.6.2.1 Edging
Lawn areas must be separated from shrub beds with edging material. Edging must be limited to heavy (wide gauge) steel, concrete, brick, or stone.

4.2.6.2.2 Mulch
Mulch may include river rock, crushed stone, or gravel. Weed barrier material is required under all mulch areas. High contrasting color mulch will be prohibited and earth tone colors will be encouraged.

4.2.6.2.3 Pavers/Flagstone
All weather surfaces for walks and patios can be concrete, concrete pavers,
permeable pavers, or stone. Preparation of base course at manufacturer recommended depth is advised to prevent settling and drainage issues especially towards foundations. Use of asphalt, gravel and soil stabilizer is discouraged.

4.2.6.3 Installation Timeframe
Front and side yard landscaping must be installed within 90 days of occupancy, unless the home is first occupied between September 1st and March 31st. In this instance the completion of the front, rear and side yard landscaping could be delayed until the following July 1st. Failure to complete minimum landscaping within the allotted time will result in fines as specified in CC&Rs for non-compliance. The North Vista Highlands HOA retains the right to access the Property to install the minimum landscaping at its option and has the right to file a lien against the Property until the Buyer has reimbursed the HOA for the costs of the minimum landscaping.

4.2.7 Landscape Features (Section 6.4.3 North Vista PUD Guide)
A detailed plan of the following features must be submitted for review and approval by the North Vista Highlands DRB prior to installation:
- Fences: (see Section 4.2.9)
- Walls: Retaining walls
- Structures: Free standing pergolas, gazebos, arbors, trellises or sports goals, baskets, etc.
- Large boulders: Required to complement the architecture and landscape and must be installed 1/3 below ground level and incorporating into planting beds.
- Pools & Hot Tubs
- Play Equipment
- Exterior Lighting
- Bird Houses and Baths
- Dog Runs: Must be located in rear yard abutting the home and screened from view by landscaping. Open wire fencing cannot exceed 6’ in height. No chain-link fencing or covers (tarps, sheets, and blankets) allowed. Limited to 200 square feet in area.
• Sculpture/Artwork
• Artificial Turf
• Flagpoles
• Sheds: Must be attached to primary structure and maintained in good condition
• Vegetable Gardens

4.2.8 Irrigation
Automatic irrigation systems shall be required to be installed and maintained by the homeowner in all front, side and rear yards including the tree lawn area between the sidewalk and curb. Irrigation systems must be operated by the owner in a fashion as to conserve water to the maximum extent practicable while still maintaining landscaping in an attractive, green and growing condition. Turf areas must be zoned separately from shrub and groundcover beds. Builders/Owners will be encouraged to design irrigation systems using state-of-the art technology that conserves water through moisture sensors and wind sensors as well as using solar energy to power controllers and programmers.

4.2.9 Fencing & Screening

4.2.9.1 Fencing Along Open Space, Parks and Common Areas:
Fences for properties which abut a public open space, trail corridor or park shall be designed with fencing materials that allow views from and to the open space.

All fencing adjacent to open space and streets to be installed and maintained by builder/owner (prior to home occupancy), as specified in design guidelines. All additional fencing to be installed by builder/owner requires approval by the Design Review Board before installation. Installation and maintenance will be the responsibility of the homeowner.

Community Open Space Fence:
The standard fence consists of a three-rail vinyl fence (4' height) in beige/sand color with brick or stone columns at key property corners as
indicated on approved fencing plan.

Community Privacy Fence:  
The standard fence consists of a solid vinyl panel fence (6’ height) in beige/sand color with brick or stone columns at property corners as indicated on approved fencing plan.

Fencing for pets can be accommodated with an open wire mesh attached to the interior side of the three-rail fence and not extending above the top rail.

4.2.9.2  Fencing for lots not adjacent to open space or common areas:  
Rear and Side Yards (required)  
Privacy Fences up to 72” in height are permitted between rear yards and side yards up to 10’ from front facade (20’ back from front facade on corner lots) Materials permitted are concrete panel, vinyl, masonry or stone.

Front Yards (optional)  
It may be desirable to create a semi private realm between the sidewalk and porch area. The maximum height for this fence is 36”. Materials permitted are concrete open rail, painted wood, vinyl, iron, or masonry. The fence will need to incorporate a minimum 70% transparency rate. A transition fence will be required to create a smooth visual connection between the 3’ fence and 6’ fence. The design can step in 1 foot increments or slant. The final design of all fencing must be approved by the DRB before installation.

4.3  Multi-Family Residential Uses:  
The following Guidelines apply to Multi-Family and Townhouse Residential Development. Requirements must be satisfied prior to the issuance of certificate of occupancy. This includes landscaping in the street right-of-way, open space and parking areas. Landscape design for all tree lawns will be provided by the master developer and installed by builders/homeowner including an automated irrigation system. Property Owner will maintain all tree lawn areas and are
responsible for replacement of plant materials/mulch and repair of irrigation system.

4.3.1 Street trees along arterial and collector streets shall be required at a quantity calculated at one (1) tree for every 35 lineal feet. The minimum size for all street trees on arterial, collectors, and local streets is 2.5 inch caliper.

4.3.2 Tree lawns (area between back of curb and detached sidewalk) must be a minimum of 8’ wide and 75% of area must have living ground cover.

4.3.3 Service areas and utility cabinets must be screened from view of street and adjacent properties by appropriate plant materials or fencing.

4.3.4 Native and drought tolerant plant materials shall be used whenever possible.

4.3.5 Minimum Open Space required on Multi-Family parcel is 20% of development area.

4.3.6 Landscape requirements for parking lots:

4.3.6.1 Ten percent (10%) of parking lot areas shall be comprised of landscape islands of no less than 9’ x 18’. Dimensions are measured from back of curb.

4.3.6.2 No parking stall shall be more than 12 spaces from a landscaped area.

4.3.6.3 Each row of parking must have an island located at its terminus.

4.3.7 Additional Pueblo Municipal Code standards for landscaping may apply to open space areas.

4.4 Commercial/Mixed Use:

The following Guidelines apply to Commercial/Mixed Use Development. Requirements must be satisfied prior to the issuance of certificate of occupancy. This includes landscaping in the street right-of-way, open space and parking areas. Landscape design for all tree lawns will be provided by the master developer and installed by builders/homeowner including an automated irrigation system. Property Owner will maintain all tree lawn areas and are responsible for replacement of plant materials/mulch and repair of irrigation system.
4.4.1 Street trees along arterial and collector streets shall be required at a quantity calculated at one (1) tree for every 35 lineal feet. The minimum size for all street trees on arterial, collectors, and local streets is 2.5 inch caliper.

4.4.2 Tree lawns (area between back of curb and detached sidewalk) must be a minimum of 8’ wide and 75% of area must have living ground cover. Where structures have 0’ setback, trees can be placed in tree grates and a minimum of 25% of area can be living plant material at grade or in planters.

4.4.3 Service areas and utility cabinets must be screened from view of street and adjacent properties by appropriate plant materials or opaque fencing or combination of 75% opacity and plant material.

4.4.4 Native and drought tolerant plant materials shall be used whenever possible.

4.4.5 Minimum Open Space required for Non-Residential is 20% of development area. A fee in lieu may be substituted as determined by the Land Use Administrator per PUD specifications.

4.4.6 Landscape requirements for parking lots:

4.4.6.1 Ten percent (10%) of parking lot areas shall be comprised of landscape islands of no less than 9’ x 18’. Dimensions are measured from back of curb.

4.4.6.2 No parking stall shall be more than 12 spaces from a landscaped area.

4.4.6.3 Each row of parking must have an island located at its terminus.

4.4.7 Additional Pueblo Municipal Code standards for landscaping may apply to open space areas.

4.5 Irrigation:

Automatic irrigation systems shall be required for all landscaped areas. It is the responsibility of the property owner to install and maintain including the tree lawn area between the sidewalk and curb. Irrigation systems must be operated by the owner in a fashion as to conserve water to the maximum extent practicable while still maintaining landscaping in an attractive, green and growing condition. Turf areas must be zoned separately from shrub and groundcover beds. Builders/Owners will be encouraged to design irrigation systems
using state-of-the art technology that conserves water through moisture sensors and wind sensors as well as using solar energy to power controllers and programmers.

4.6 **Screening:**

All utility cabinets, HVAC equipment, trash containers, irrigation backflow preventers, etc. must be screened from view from streets and common areas. Screening material may be opaque or a combination of 70% opacity and plant material. All screening must extend 12” above object to be screened.

4.7 **Exterior Lighting (All Uses):**

All exterior building, landscape, or accent lighting must be approved by the DRB prior to installation. The obtrusive aspects of outdoor lighting shall be minimized, to promote dark skies while preserving the safety, security, and the nighttime use and enjoyment of all properties. Some measures to achieve these goals include: directing appropriate amounts of light where and when it is needed, using energy-efficient sources and technologies and decreasing the waste of light and the generation of glare resulting from poorly shielded or inappropriately directed lighting fixtures.

More specifically, the following practices shall be enforced:

4.7.1 Any light fixture installed shall be shielded such that the light is projected below the horizontal plane created by the shield.

4.7.2 Any light fixtures shall be constructed in such a manner that all light emitted by the fixture, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal as determined by photometric test or certified by the manufacturer. Any structural part of the light fixture providing this shielding must be permanently affixed.

4.7.3 All light fixtures shall be located, aimed or shielded so as to minimize stray light trespassing across property boundaries.

4.7.4 Exterior wall, fence, and building mounted light fixtures should be integrated into the architecture of the building and should keep with the chosen theme. Spotlights and floodlights are prohibited except for those activated by a motion detector and only when specifically approved by the DRB. All specialty lighting for residential areas such as patios, swimming pools, and any other outdoor areas must be approved by the DRB. Private sport courts/tennis courts
shall not be lit.

4.7.5 Lighting for Multi-family or Non-residential use at driveway entrances will consist of low voltage, downcast lighting to illuminate signage for address/project identity or parking directions.

4.7.6 The objective for exterior lighting is to remain consistent with the requirements for safety and security while keeping the lighting as subdued as possible.

4.7.7 Temporary lighting displays (less than 60 days) are permitted.

4.7.8 Landscape “uplighting” is not permitted.

4.8 **Signage:**

The number, location and design of all subdivision signage within public right-of-way must comply with the approved North Vista PUD and all applicable City of Pueblo zoning regulations.

4.8.1 **Address Signage**

Address signage should be located in a manner to be visible from the street. All applicable regulations pertaining to size, location, and visibility standards must be met. No person shall paint or otherwise place address numbers upon streets, gutters or curbs, unless requested by the City of Pueblo for public safety.

4.8.2 **Temporary Signage**

Temporary signs, as defined and permitted per current Zoning Ordinance requirements and the NVH CC&R documents and Rules and Regulations must comply with all regulations related to location, size, and time duration on the property.
5.0 Design Review Process

5.1 Design Review Board:

The Design Review Board has been established through the North Vista Highlands declaration of Covenants, Conditions and Restrictions Section 8.1. This section describes in detail the specific applicability, approval, oversight authority and governance rules for the Board. It specifies that any new construction or changes to the exterior of a property must be approved by the Design Review Board. The Board also reserves the right to revise and amend these Design Guidelines from time to time as changing conditions and/or priorities dictate.

5.2 Design Review Process:

The following process for property owners to obtain approval of any construction or changes to property within North Vista Highlands is a three step process: Sketch Plan, Preliminary Plan and Final Plan. Each step requires a submittal to the DRB along with specific information as described below for each step. Written approval must be obtained from the DRB before the improvements are made.

5.2.1 A. Sketch Plan

In order to provide early guidance on proposed projects and reduce extensive early design costs, the first step is an informal submittal of a sketch plan and supporting materials that describe the intent and general scope of any property improvements. Response from the Board will address any major issues, submittal requirements, and general expectations for the Preliminary Plan and Final Plan steps. This will give property owners a clear understanding of the process and will give the Design Review Board an initial sense of the design concept and identify any general issues. The sketch plan and any supporting documents of images to be submitted must contain enough information for the Board to understand the size, scale, materials, colors and location of elements on the property.

5.2.2 B. Preliminary Plan Review

Submittal requirements to the DRB contain the following items:

5.2.2.1 Application Form and Review Fees (see Appendix)

The forms should be signed and dated and
include payment of review fees. All submittal items should be sent to:

**North Vista Highlands Design Review Board**
Street Address or P.O. Box
City, State Zip

Digital files may be emailed to: _____________

### 5.2.2.2 Architectural Improvements (New & Modifications)

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<td><strong>5.2.2.2.1</strong></td>
<td>Plans: Two sets (one full size plot, one digital) drawn to scale: $\frac{1}{4}'' = 1' 0''$</td>
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<td><strong>5.2.2.2.2</strong></td>
<td>Floor Plans with total square footage for each floor, finished floor elevations.</td>
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<td><strong>5.2.2.2.3</strong></td>
<td>Roof Plans indicating pitch, ridges, materials</td>
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<td><strong>5.2.2.2.4</strong></td>
<td>Elevations illustrating all sides, materials, colors and building height calculation.</td>
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<tr>
<td><strong>5.2.2.2.5</strong></td>
<td>Details/Catalog Sheets for lighting fixtures</td>
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<td><strong>5.2.2.2.6</strong></td>
<td>Net Zero Energy and EPA AirPlus Reports</td>
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<td><strong>5.2.2.2.7</strong></td>
<td>Other</td>
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### 5.2.2.3 Landscape/Site Improvements:

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<td><strong>5.2.2.3.2</strong></td>
<td>Site Plan indicating all property lines, easements, building footprint, proposed grading and adjacent properties.</td>
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<td><strong>5.2.2.3.3</strong></td>
<td>Planting Plan indicating all plant material types, quantities, sizes and location. All indicate all hardscape materials and colors.</td>
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<tr>
<td><strong>5.2.2.3.4</strong></td>
<td>Irrigation Plan indicating location of controller and backflow preventer, all mainlines, zones, and sprinkler head locations.</td>
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<tr>
<td><strong>5.2.2.3.5</strong></td>
<td>Specialty Improvements: Plans/details/images for play/sports equipment, dog runs, hot tubs, trellises,</td>
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retaining walls, fencing, lighting, etc. including materials, colors with some items requiring elevations drawn to scale.

5.2.4 Action by Board
The DRB will review the application for completeness and notify applicant of any deficiencies. The Board will only review a complete application package and respond in writing within 30 days with comments and revisions required for final approval.

5.2.3 Final Plan Review
The applicant will submit revised plans addressing all comments and required revisions for final review by the DRB prior to final approval. The applicant will be provided an approval letter that will be required to accompany the request for certification of occupancy by the City of Pueblo.

5.2.4 Minor Modifications
No Design Review submittal is required for minor modifications such as enhancements to existing flower beds and lawns consistent with approved guidelines. This includes planting bulbs and annuals, fertilization, pruning, replacing mulch or groundcovers, adding non-permanent paths, replacing dead plant material or turf. Repainting of a home with identical color palette and scheme is permitted without design review.

5.2.5 Site Inspection
The Design Board may review all work in progress and/or at completion of work to the extent required to ensure that the improvement(s) complies with all approved plans and/or construction procedures. The Design Board reserves the right to withdraw approval of any project or improvement if the approved plan is not being followed.

5.3 Review Fees:

The DRB sets all review fees and reserves the right to revise the fees based on the review costs sustained by the DRB. Fees must be paid by check or money order at the time of submittal to the North Vista Highlands Association. The following fees are non-refundable:
5.3.1 Architectural Improvements (New Construction & Major Modifications- $250.00
5.3.2 Landscape/Site Improvements (New Construction)-$250.00
5.3.3 Minor Modifications to Structures or Landscape-$100.00
5.3.4 Variance Request (In addition to Review Fee) - $75.00 This may require review by Covenants Committee, Board of Directors and City Planning along with the request for additional supporting information.

5.4 Waivers & Variances:

Approval of any proposed plans is at the sole discretion of the North Vista Highlands Design Review Board. The Board may also grant variances from compliance with any of the provisions of these Design Guidelines when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental considerations are considered.

5.5 Inspection of Completed Work:

Unless otherwise specified in writing by the DRB, any approval granted by the DRB shall be deemed conditioned upon completion of all elements of the approved work and all work previously approved with respect to the same Lot, unless approval to modify any application has been obtained.

All improvements approved by the DRB must be commenced within 90 days from the date of approval. If not commenced within such time, then such approval shall be deemed revoked by the DRB, unless the DRB gives a written extension for commencing the work. Additionally, except with written DRB approval otherwise, and except for delays caused by strikes, fires, national emergencies, critical materials shortages or other intervening forces beyond the control of the Owner, all work approved by the DRB shall be completed within six (6) months of commencement, or within such time as otherwise specified in the approval from the DRB. In the event that any person fails to commence and diligently pursue completion of all approved work as set forth above, the DRB, acting through its Board of Directors, shall be authorized to enter upon the Lot and remove or complete any incomplete work and to assess all costs incurred against the Lot and the Owner thereof as a Specific Assessment.

The DRB, or its duly authorized representative, shall have the right, after reasonable notice to the Owner or occupants of the Lot and during regular business hours, to inspect any Improvement, including
prior to or after completion, in order to determine whether or not the proposed Improvement is being completed or has been completed in compliance with the approval granted by the DRB.

5.6 **Fines for Non-Compliance:**

Compliance with these Design Guidelines benefits all property owners by promoting a consistent aesthetic and quality environment that protects property values and the enjoyment of the property owners’ investment. Pursuant to the North Vista Highlands Rules & Regulations Section 5.12, failure to adhere to these Design Guidelines may result in monetary penalties or suspension of any services provided by the North Vista Highland Community Association. Furthermore, the property owner may also be held responsible for costs incurred by the Community Association to resolve the issue such as, but not limited to legal expenses, fees and liens filed against the property.

**Fine Schedule:**

5.6.1 **First Notice:** A written notice providing owner description of violation and a request for compliance within 10 days. Homeowners may appeal an alleged landscape violation in writing within 10 days to the Design Review Boards where a date will be set to review the issue.

5.6.2 **Second Notice:** A written notice to owner indicating that violation has not been corrected and a $50.00 penalty will be imposed if compliance is not achieved within 10 days.

5.6.3 **Third Notice:** A written notice that violation has not been corrected and a $50.00 fine has been imposed. If violation is not corrected within 14 days then a $100.00 fine will be imposed.

5.6.4 **Fourth Notice:** A written notice to owner indicating that the violation has not been corrected and a $100.00 fine has been imposed and that an additional $100.00 fine will be imposed every 14 days until the violation is corrected.
6.0 Construction Regulations

6.1 Procedures:

For safety, orderly construction activity, and for the protection of residents, construction regulations will be strictly enforced. These regulations shall be a part of the construction contract document specifications for each home. Contractors and property owners are also responsible for abiding by all applicable construction regulations of the City of Pueblo.

A “Construction Area Plan” shall be provided showing size and location of construction material storage, limits of excavation, drive areas, parking, chemical toilet location, temporary structures (if any), dumpsters, storage of debris, fire extinguisher, utility trenching, and construction sign.

During construction, proper soil stabilization, water control, and timely revegetation are required. Temporary structures must be located on the owner’s property and must be approved by North Vista Highlands DRB.

All signs on the site are subject to review and approval and shall be contained within a single 100 square foot area.

Construction period deposits will be returned at issuance of certificate of occupancy.

6.2 Construction Site Management:

6.2.1 Construction Hours:
Construction activity is expected to occur Monday through Friday between the hours of 7:00am and 5:30pm. Extended working hours may occur from 5:30pm to 9:00pm but shall be limited to a fully enclosed structure. No work will be allowed after 9:00 pm on Saturday and Sunday. Holiday working hours shall be from 8:00 am to 5:00 pm. Loud construction noise especially that produced by pneumatic hammers, electric saws, etc., are limited to the hours of 9:00 am to 5:00 pm.

6.2.2 Signage & Fencing:
Construction shall be contained within a perimeter
6.2.3 Parking, Traffic and Deliveries:
All vehicles will be parked so as not to inhibit traffic or inconvenience neighbors or other builders. No construction vehicles shall be left on the construction site during non-working hours. Construction staging will not be allowed in the road right-of-way.

6.2.4 Noise, Dust and Erosion Control:
Every effort shall be made to control dust and noise. Sound amplification devices are limited to use within structures. Loud noises shall be limited to the hours stated previously. It is the responsibility of the contractor to clean and maintain the roadway areas leading to and from the construction site. Concrete trucks shall be cleaned only in designated areas. All contractors will be responsible to prevent erosion and protect adjacent properties from storm water run-off impacts.

6.2.5 Trash & Sanitation:
Proper disposal of refuse and storage of material is the property owner’s and contractor’s responsibility. All construction areas shall always be kept free of unnecessary debris and litter. Permanent water connection and temporary enclosed chemical toilets must be provided by the contractor/builder.

6.2.6 Damage:
Damage done by contractors to any property, other than the owner’s, shall be promptly repaired at the expense of the contractor. Any common ground, adjacent lots or road improvements which are damaged during construction shall be promptly restored to their original condition and to a state which is satisfactory to North Vista Highlands. All areas disturbed by construction shall be revegetated with a native seed mix. Seeded slopes steeper than 3:1 shall receive erosion control protection.

6.2.7 Other Rules:
- All construction employees will abide by the rules and regulations set by North Vista Highlands.
• No pets are allowed on the construction site or in structures or vehicles.
• No changing of oil of any vehicle on the site.
• Discharge of firearms is prohibited.
• All lot owners will be responsible for the conduct and behavior of their representatives, builders, and contractors.
7.0 Appendix

7.1 Definitions:

7.1.1 Annuals: Plants that only live through one growing season.

7.1.2 Backflow Preventer: Device to protect water supplies from contamination and pollution.

7.1.3 Boulders: Large rounded mass of rock at least 24” in width or height.

7.1.4 Caliper: The diameter or width of a tree measured at 4.5’ above the base of the tree.

7.1.5 Composite Material: A material that may be used for decks and fences made from a combination of plastics and wood particles compressed into all-weather materials that can mimic wood and vinyl products.

7.1.6 Civic: Those uses that typically serve the public and are maintained by a government or quasi-governmental agency. Examples include city administration, libraries, post offices, public safety services (fire, police, ambulance), and cultural facilities.

7.1.7 Community Amenities: A broad category of items that add value to the lives and properties of the residents. Includes parks, open space, and trails. Other amenities may include water features such as lakes and streams; or facilities such as community centers, transit centers, golf courses, and event centers; and aesthetic additions such as enhanced landscaping, lighting, street furnishings, and artwork.

7.1.8 Deciduous: Trees or shrubs that shed their leaves at the end of the growing season.

7.1.9 Detention: Refers to a facility designed to detain storm-water on the property so that its release downstream can be accomplished in a measured and controlled manner according to city engineering standards.

7.1.10 Edger: A material that maintains a continuous edge between lawn and planting beds.

7.1.11 Impervious: A surface material that does not allow water to pass through.

7.1.12 Institutional: Includes uses related to educational, religious, or medical facilities.

7.1.13 Mixed Use: A mix of uses within structures (horizontally or vertically) that may, for example, contain retail uses on the ground level and office and residential uses would be located on upper levels.

7.1.14 Multi-Family Residential: Residential structures designed...
for housing three (3) or more families, where the number of families in residence does not exceed the number of dwelling units.

7.1.15 **Neighborhood Commercial:** Retail and office uses that cater to the immediate neighborhood rather than depend on a regional draw. Typical businesses are for local convenience and service. Examples include: convenience stores, grocery stores, branch banks, post office, dry cleaners, video stores, personal and professional services, and small medical offices.

7.1.16 **Opacity:** The degree to which an element is not transparent or translucent. Applies toward the requirements for fencing.

7.1.17 **Open Space:** All areas of a development that do not contain enclosed and permanently occupied structures for businesses or residences. The purpose is to provide relief from development and an amenity by preserving natural areas for visual enjoyment, land use buffers, drainage, storm water detention, steep slopes, vegetation (both natural and landscaped), water features, and trail corridors. Vacant land that may be subject to future development is not considered open space.

7.1.18 **Park:** Improved open space where landscaping, irrigation, and specific facilities have been constructed. This PUD under section 7.7.2.3 further divides park use into three categories: District Park, Neighborhood Park, and Pocket Park/Urban Plaza.

7.1.19 **Perennial:** Plant material that lives throughout many growing seasons, but goes dormant during the winter season.

7.1.20 **Pergola:** an outdoor garden feature forming a shaded walkway, passageway, or sitting area of vertical posts or pillars that usually support cross-beams and a sturdy open lattice, often upon which vines are trained.

7.1.21 **Permeable:** A surface that allow water to pass through. Application to pavers that reduce storm runoff by allowing water to pass into sub-base.

7.1.22 **Recreation:** Any leisure activity whether passive or active and occurring either outside or within a structure. Typically these facilities are associated with a park or community center that can serve the public or be exclusive to residents and may include sports fields, swimming pools, fitness centers, clubhouses, picnic shelters, bike/hike trails, golf courses, playgrounds, and accessory uses such as restrooms.

7.1.23 **Regional Commercial:** Retail, entertainment, and office
uses that often depend on a service area outside the immediate development or neighborhood and may include large scale retail centers, office parks, medical campuses, and research and development campuses.

7.1.24 **Sales Center:** An office use dedicated to providing information to potential property buyers and conducting property sales. Typically a sales center is a temporary use until all properties are sold.

7.1.25 **School:** Any facility for educational or training purposes and any accessory uses or structures associated with the organization whether publicly or privately owned and funded.

7.1.26 **Single Family Attached Residential:** a dwelling unit having one or more walls or portions of a wall in common with another dwelling unit. This includes terms such as duplex, patio home, townhouse, condominium, apartment and similar terms.

7.1.27 **Single Family Detached Residential:** One dwelling unit located on one site, with no physical or structural connection to any other dwelling unit and used exclusively for the occupancy of one family.

7.1.28 **Trellis:** A structure of open latticework especially one used as a support for vines.

7.1.29 **Variance:** An official permit granted by the Design Review Board to allow something that is normally not permitted by regulations.

7.1.30 **Vinyl:** A plastic or PVC material made from synthetic or recycled plastics. Commonly used for irrigation pipes and fencing.

7.1.31 **Utilities:** Generally includes all facilities, structures, and conductors of public services such as water, wastewater, electrical, communications, refuse collection or disposal, power generation apparatus such as solar collection panels and wind turbines.
7.2 **Exhibit A: Area Application Map**
Shows the boundary of the area where these Guidelines apply:
Application Date: ________________

Type of Review: ☐ Sketch Plan ☐ Final Plan ☐ Minor Alteration ☐ Landscaping / Landscape Modification

Name of Project:

__________________________________________________________________________________________

Description of Project (Please see Submittal Requirements, Section 5.2 for required information):

__________________________________________________________________________________________

Street Address:

Lot: ______ Block: ______ Filing: __________________________

Legal Description: ______________________________________

Owner: __________________________________________________

Mailing Address (if different from above): __________________________

Telephone: (___) ______________ Fax: (___) ______________

Email Address (es): ______________________________________

Architect / Contractor:

Mailing Address: ______________________________________

Telephone: (___) ______________ Fax: (___) ______________

Email Address (es): ______________________________________

Desired Start Date: ________________ Number of Days to Complete: ______

I am aware that if my submittal is incomplete, it will not be reviewed by the DRB.

_________________________________________ Date

Owner / Contractor Signature

---------------------------------------------

DRB Use Only

Date Received: ________________ Meeting Date: ________________

Fee Paid: $______________
7.4 **Approved Plant Materials List:**

The following charts list trees, shrubs and perennial plant species that are pre-approved for use in landscaping in North Vista Highlands and are pre-approved by the City of Pueblo. Consult the current City of Pueblo recommended plant list.

The Design Review Board may not approve of the use of certain plants in certain locations and may suggest alternatives. Submitted landscape plans may include plants not on this list and will be reviewed on a case-by-case basis.

Suggested Plant Materials Chart Color Key for water use:

- [ ] xeric
- [ ] low
- [ ] low to moderate
### Trees

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Design Use</th>
<th>Water Requirements</th>
<th>Native</th>
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### Shrubs

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### Perennials

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7.5 Exhibit B: District Fence Plan:

![District Fence Plan Diagram]

**LEGEND**
- Orange: Stone Fence Column (4' HT.)
- Blue: Stone Fence Column (6' HT.)
- Green: Three Rail Fence (4' HT.)
- Purple: Privacy Fence (6' HT.)

**FENCING EXHIBIT**

Not to Scale

January 3, 2019

**NORTH VISTA HIGHLANDS**

Pueblo, Colorado

Development Area 1 - Phase 1A

NVH Phase One, LLC