

**University Park Homeowners Association  
Landscape Approval Request – New Home and Changes**

Date \_\_\_\_\_ Homeowner \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Please submit 2 sets of documents to:**

Z & R Property Management, 6015 Lehman Drive, Suite 205, Colorado Springs, CO 80918  
Tel: 719-594-0506, Fax: 719-594-0473, Email: Derek@zandrmgmt.com

A proposed Landscape Plan is required at 1"=10' or 1"=20' scale. This plan must show all of the applicable existing and proposed items from the checklist below for the portion of the lot where landscaping work is to take place.

**Landscape Plan Checklist:**

- Lot lines, setbacks, easements, no build areas.
- Indicate building location, driveway, walks, patios, decks, stairs, etc.
- Drainage: specify plans for turf or native area drainage plans for underground piping, downspout extensions, rock "dry" streambed features, and/or plans to control silt runoff from the Lot, etc.
- Existing trees to be saved or removed.
- Lawn or turf (type and location).
- Proposed trees (types, sizes and locations). All front yard areas must have a minimum of two (2) trees, either two Deciduous or Evergreen or one of each totaling two is the minimum requirement. Deciduous trees must be a minimum of 2.5" caliper in size and Evergreen trees must be a minimum of 6' tall after planting.
- Shrubbery types, quantity and locations. All plants must be a minimum of 5-gallon in size.
- Groundcover, low growing perennials, flowers, etc. (types, sizes, quantity and locations). All groundcover and perennials must a minimum of 1-gallon in size.
- Vegetable garden location (type, size, location, any irrigation, screening, etc.).
- Mulch/Rock: indicate area on Site Plan to include (type, size, color, weed barrier). Materials may not be dropped off/stored on the street; they must be kept in the Lot.
- Retaining or decorative rock/boulder walls: indicate location on Site Plan (height, material type, colors, method of construction "mortar, dry stack, etc.", wall height not to exceed forty-eight inches.).
- Raised berms, planting beds, drainage control or any other grade alterations (size or area, height above finished grade, etc.).
- Other (specify).
- Photographs and/or drawings or brochures are suggested.

**Comments:**

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