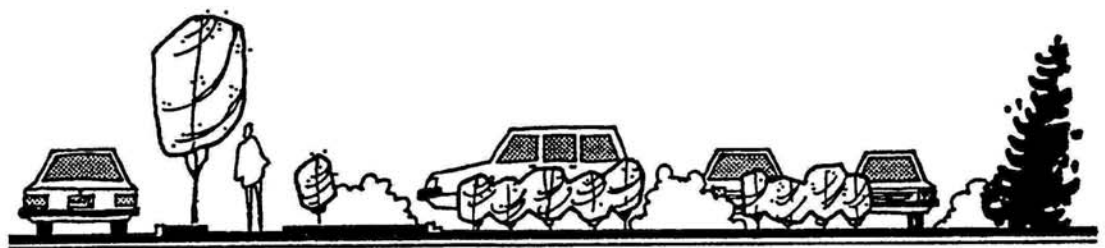


LANDSCAPE POLICY

&

DESIGN MANUAL



**EL PASO COUNTY
PLANNING DEPARTMENT
27 EAST Vermijo Avenue
Colorado Springs, Colorado 80903**

5/26/88

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DESIGN MANUAL APPLICABILITY

This Manual includes various segments of the regulations as well as policies, explanations, examples and illustrations of methods that can be utilized to comply with the standards set forth. The Manual is intended to assist and provide helpful information in a manner which is informal and can be easily amended by the Planning Department.

Additional information concerning the County's Landscape Standards can be obtained by contacting the El Paso County Planning Department.

PART 1

INTRODUCTION/GENERAL PROVISIONS

INTRODUCTION

PURPOSE AND INTENT

The landscape criteria is intended to provide uniform standards for the development and maintenance of the landscaping of private property and public rights-of-way.

The County recognizes that landscaping can be a significant expense to business people and residents. At the same time, landscaping improves the livability of residential neighborhoods, enhances the appearance and customer attraction of commercial areas, increases property values, improves the compatibility of adjacent uses, screens undesirable views, contributes to the image and appeal of the overall community, and can reduce air and noise pollution. The intent of these regulations is to achieve a reasonable balance between the right of individuals to develop and maintain their property in a manner they prefer and the right of residents of the community to live, work, shop, and recreate in pleasant and attractive surroundings.

OBJECTIVES

Landscaping shall enhance the streetscapes along the County's public rights-of-way with an emphasis on trees, to define and separate vehicular and pedestrian traffic areas, screen the appearance of parking areas from public rights-of-way and adjacent properties, mitigate the visual harshness and summer heat gain within parking areas, screen objectionable and higher intensity uses from lower-intensity uses, and enhance the appearances of structures.

GENERAL PROVISIONS

The requirements of the landscape regulations apply to all basic (non overlay) zoning classifications, except Agricultural/Garden Home/Rural Residential (A-1 through A-6 and A-35), Forest (F), Forest and Recreation (F-1), Residential-Topographic (R-T), and single/two family residential uses within the R-1, R-2 and R-4 zones. However, there are two exceptions. First, the erosion control section of the County subdivision regulations requires the planting of drought tolerant grasses along non-local roads within subdivision developments by the initial developer (would not affect individual homeowners). Second, utility facilities/ transmission tower projects are required to provide landscaping and/or revegetation as outlined within Section 35.12.

PART 2

LANDSCAPE SETBACKS

PURPOSE

Sites adjacent to freeways, expressways and other major corridors are highly visible. Landscaping of the streetscape contributes to a positive image and visual appeal of an area, provides noise and glare mitigation, summer cooling and shade, etc. A strong emphasis should be placed on the landscape treatment, especially emphasizing trees, which will afford pleasant visual experiences from these corridors.

REQUIREMENTS

1. Minimum Depth of Landscaped Setback Along Streets
 - A. Along Streets
 - 1) Adjacent to a major arterial*, expressway* or freeway* - twenty-five (25) feet.
 - 2) Adjacent to a minor arterial* - twenty (20) feet.
 - 3) Adjacent to any non-arterial* street - ten (10) feet.
 - B. Modified Location of Required Landscaping to Accommodate Identified Urban Interchange Locations (Including Powers Boulevard)

Urban interchange grade separated intersections, as identified upon the adopted Powers Boulevard Corridor Maps, as amended, and other adopted maps noting an urban interchange, shall accommodate the required twenty-five (25) landscape setback beyond an area to be reserved for an urban interchange right-of-way. The geometries of the reserved right-of-way and minimum landscaped area for the urban interchange are illustrated as Example E-2.
2. Minimum Number of Trees in Landscaped Setbacks
 - a. Adjacent to a major arterial*, expressway*, or freeway* - A minimum of one (1) tree for every twenty (20) feet of frontage of the property.
 - b. Adjacent to a minor arterial* - A minimum of one (1) tree for every twenty-five (25) feet of frontage of the property.
 - c. Adjacent to any non-arterial street - A minimum of one (1) tree for every thirty (30) feet of frontage of the property.

* Street classifications are based on the classification noted on the County's adopted Functional Classification Map.

3. Location of Trees in Setback - Or Location to Otherwise Satisfy Setback Requirements

The required landscape setback trees may be clustered along a particular frontage or boundary. The trees utilized are to be from the types commonly known to grow in the Colorado Springs area, which are listed within the County's "Landscape Policy and Design Manual".

- a. The required landscaped setback trees may be located in a landscaped setback with a depth greater than the minimum required depth; however, in any case the required trees shall be located within fifty (50) feet of the street side property line and between the street and any building (if applicable).
- b. The required landscape setback trees may be allowed (in part or in total) in the adjacent public right-of-way if:
 - 1) The El Paso County Public Works Department, State Highway Department or other road authority (as applicable) approves of the trees in the right-of-way;
 - 2) No conflicts exist with utility easements and/or any affected provider of utilities.

Location of the required setback trees within the right-of-way shall not negate the requirement of the applicable landscape setback area unless the required trees cannot be placed in the landscape setback due to the existing development of the site. In this instance administrative relief will be required (also subject to approval as noted in items #1 and #2 above.)

4. Walls and Fences in Landscape Setback Area

Walls and fences which are twenty-five (25) percent or more opaque in design shall be no higher than three (3) feet above finish grade in a required landscape setback. Opaque walls and fences higher than three (3) feet (such as noise barriers) must be located inside of the landscaped setback to maintain a landscaped appearance along the street.

POLICIES AND EXPLANATIONS

1. The County recognizes the need for flexibility in the development of some relatively small sites. On a lot with a net size (excluding adjacent public streets) of less than one (1) acre, the landscaped setback may be approved at less than required depth on up to one-half (1/2) of the street frontage if the average depth of the landscaped setback complies with the required depth. This type of Administrative Relief may allow for a desirable pedestrian-oriented space in lieu of a relatively short and narrow landscaped strip on a relatively small lot where site planning options are significantly limited.
2. The trees used as required landscaped setback trees may be any of the types which are commonly known to grow in the Colorado Springs area (see list in Appendix A). However, the County strongly encourages the usage of trees that are low-water consumers and/or are drought tolerant.
3. The clustering of evergreens may not be advisable in instances where their location (south side of a road, for example) would cause unsafe conditions such as ice/snow problems due to winter shading and lack of sun exposure.

4. Administrative relief may be granted to the minimum number of trees in an arterial street setback if the setback is planted with large (mature size) deciduous shade trees. The number of such trees, however, should not be less than one (1) tree per thirty (30) feet of frontage.
5. The minimum number of trees based on the property frontage length is not meant to require specific spacing of trees on an "on center" basis. The developer has flexibility to group or cluster trees within the area allowable for use as the street side landscape setback area and is encouraged to vary the spacing and distance between trees.
6. Administrative Relief may be granted for retaining walls higher than three (3) feet in a required landscaped setback where special grading conditions exist. Such retaining walls shall be visually softened by the planting of trees and shrubs to diffuse a continuous, monotonous effect.
7. Public sidewalks may be permitted to "meander" into a required landscaped setback area if landscaping is provided and maintained in the right-of-way to adequately compensate for the loss of landscaping in the setback area.
8. Landscaping shall be provided in the street right-of-way to the curb line. The horizontal "ground" plane is to contain landscaping similar to ground plane treatment of the required landscape setback area.

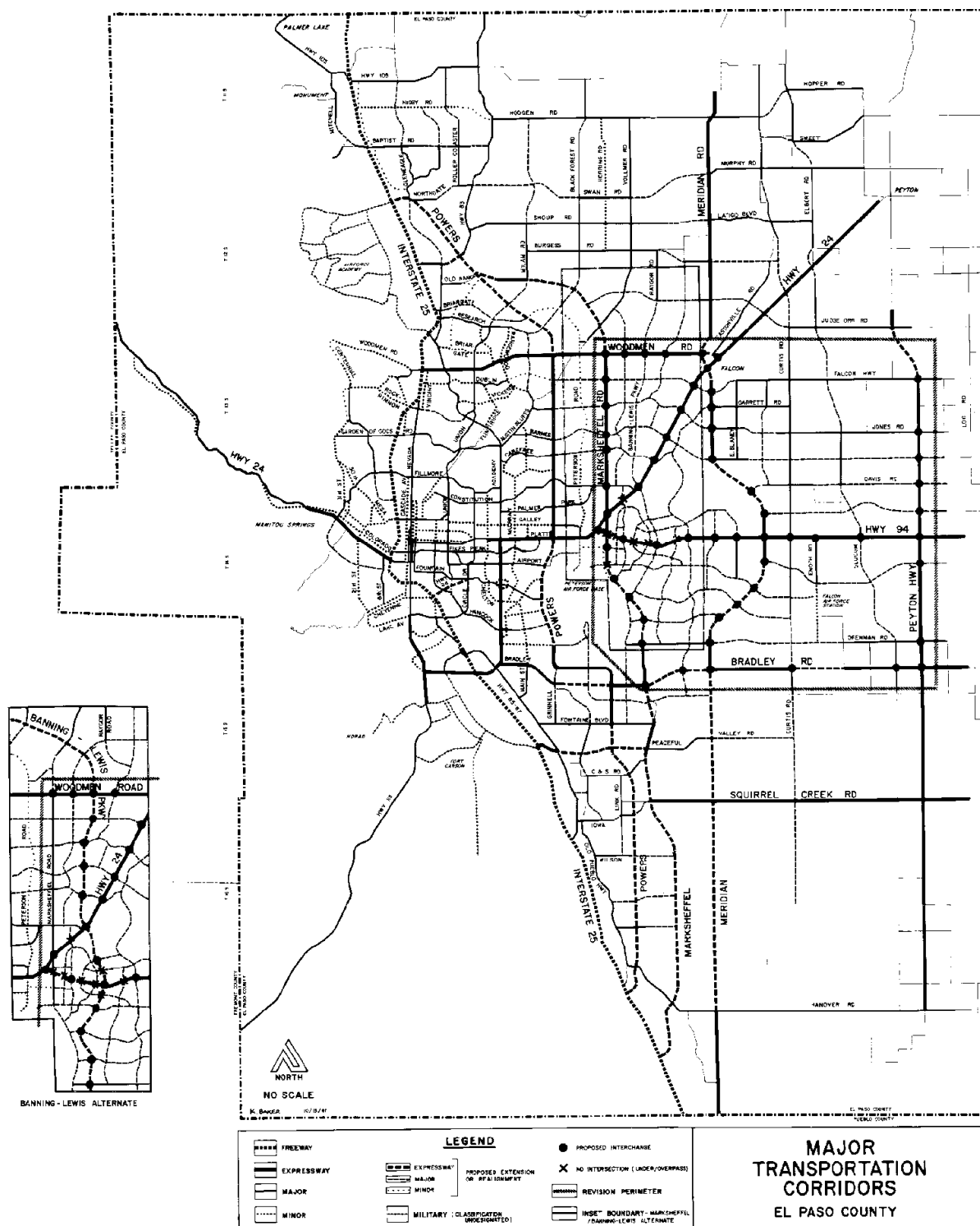
EXAMPLES

- E-1 County Functional Classification Map (reserved)
- E-2 Urban Interchange Reserved Right-of-Way/Landscape Location Geometric
- E-3 Minimum Landscape Setbacks (Plan View)
- E-4 Landscape Setback Depths (Cross Section)

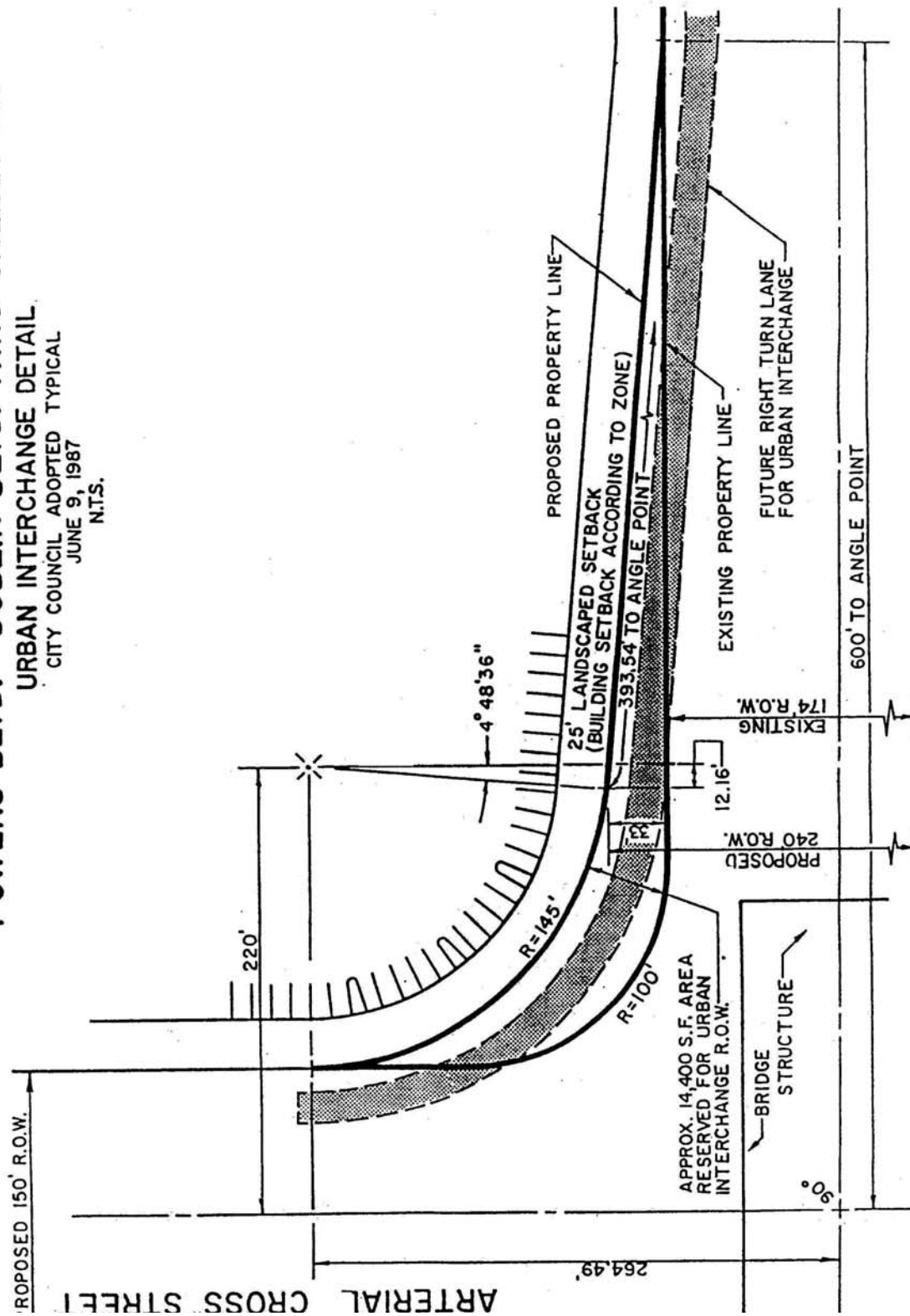
EL PASO COUNTY FUNCTIONAL CLASSIFICATION MAP

(Reserved)

NOTE: The MAJOR TRANSPORTATION CORRIDORS MAP
is to be utilized for street classification
until the Functional Classification Map
Is adopted by the Board of County Commissioners

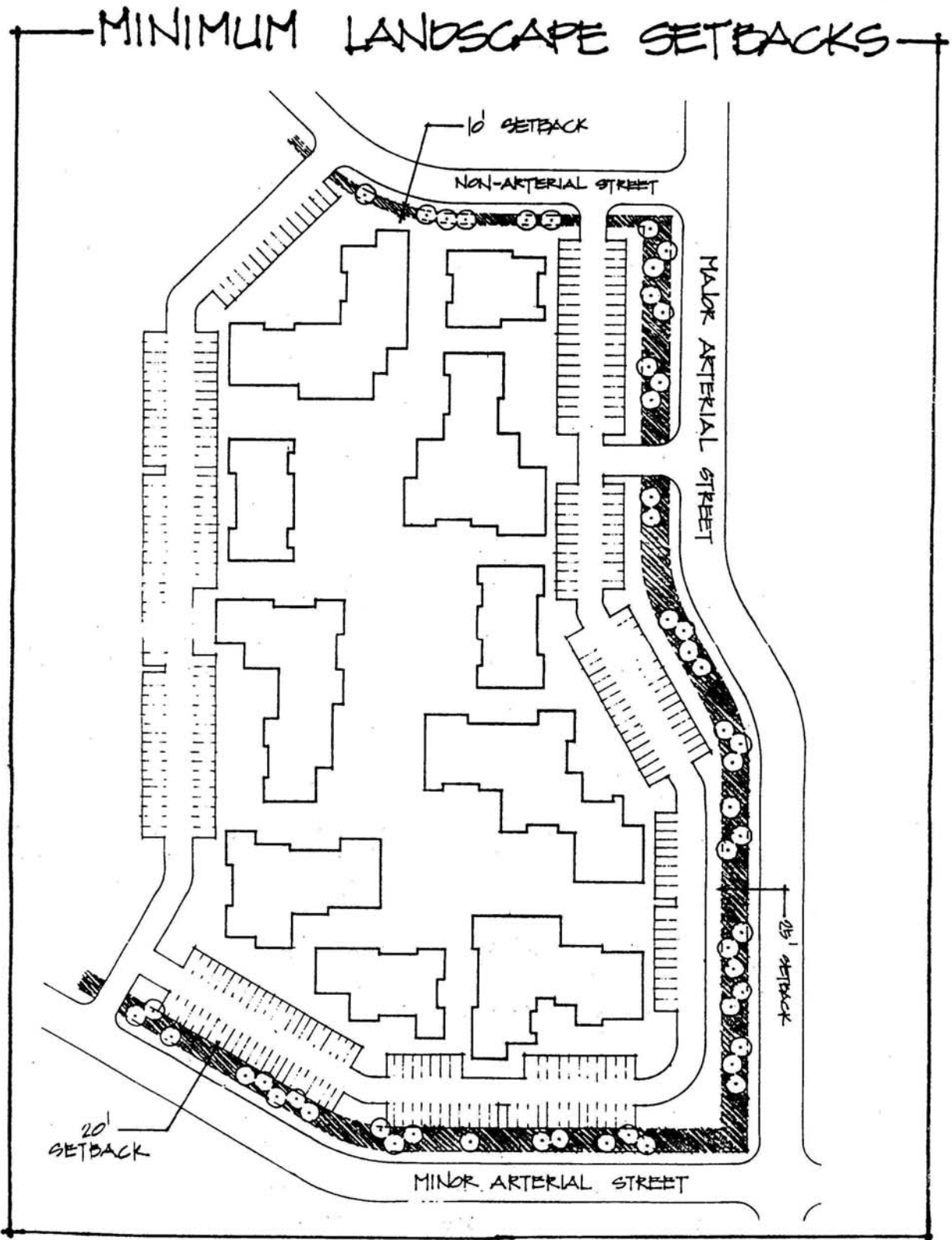


URBAN INTERCHANGE DETAIL
CITY COUNCIL ADOPTED TYPICAL
JUNE 9, 1987
N.T.S.

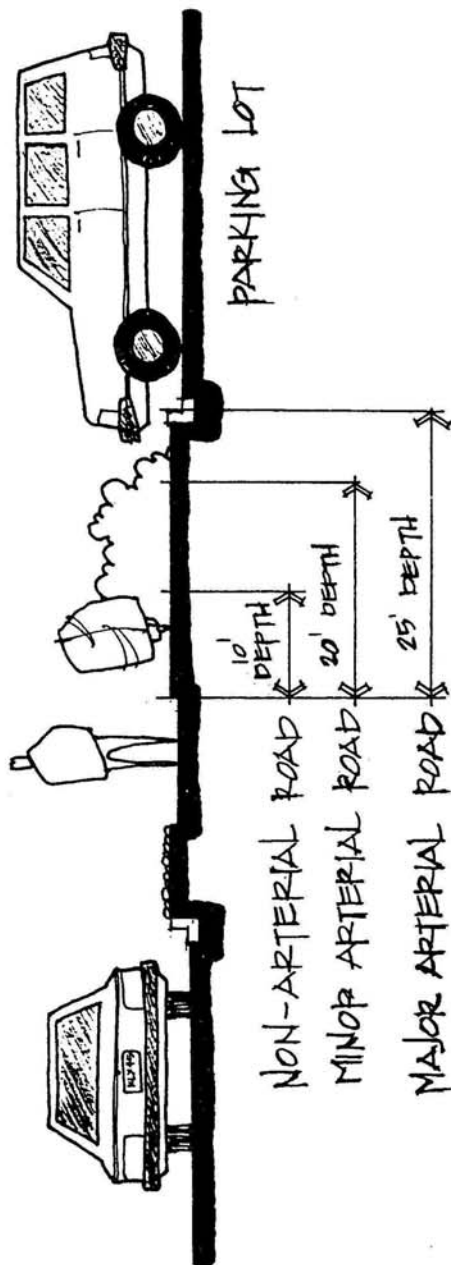


POWERS BOULEVARD

CITY OF COLORADO SPRINGS



LANDSCAPE SETBACK DEPTHS



PART 3

PARKING LOT LANDSCAPE REQUIREMENTS

PURPOSE

Parking areas should incorporate landscape features to break up and dilute the expanses of paving. Visual landscaping can be utilized to increase site aesthetics; to decrease the scale of the parking area from a visual perspective; provide shade for the pedestrian and parked vehicles; reduce glare and heat; separate circulation systems; provide openings in impervious surfaces for drainage and infiltration of ground water; separate uses.

Parking lot screening should incorporate various earthforms and plant materials to mitigate off-site views and incorporate aesthetics, reduce vehicular glare from lights and be used to separate or otherwise lessen impacts to other land uses.

REQUIREMENTS

1. Required Trees

One (1) tree of a type suitable for parking lots shall be provided for every fifteen (15) open (not in a garage) vehicular parking stalls in parking lots with fifteen (15) or more stalls or parking spaces. The required trees may be clustered but shall be located in a manner which will divide and break up expanses of paving and long rows of parking stalls and to create a canopy effect in the parking lot. The most common method to satisfy the parking lot tree requirement is through the utilization of plant islands, fingers (areas open to the parking on three sides) and corners (open to the parking on two sides). However, small parking lots can utilize the perimeter area of the parking lot to satisfy the parking lot tree location requirement when there are not more than two rows of parking stalls with a central (singular) drive aisle.

All trees shall be protected from vehicular damage by planters or other barriers. The tree types, minimum planter sizes and utilization of perimeter tree placement shall be consistent with the County's "Landscape Policy & Design Manual".

2. Required Screening

Open parking spaces/parking areas (such as gas stations, car lots, etc.) shall be screened from view from 1) adjacent streets and from 2) adjoining properties with different land uses, to an eventual minimum height of three (3) feet by the use of berms and/or plantings. A minimum of two-thirds (2/3) of the affected street frontage or property boundary - not counting intersecting driveways - must have the required screen. Structures such as decorative walls or fences may be approved through an Administrative Relief request if the Director of the Planning Department (or other Planning Department designee) finds that:

- a. The structures avoid a blank and monotonous appearance by such measures as architectural articulation and the planting of vines, shrubs or trees or
- b. The total use of berms and/or plantings is not physically feasible, or
- c. The structures attractively compliment the use of berms and/or plantings.

The maximum spacing of plants to achieve an acceptable screen and the maximum acceptable grades for screening areas - such as sodded berms and plantings beds - shall be consistent with the County's "Landscape Policy and Design Manual".

POLICIES AND EXPLANATIONS

1. The required parking lot trees shall be located within the "parking lot area" which is essentially where vehicles park and maneuver and excludes other landscaping areas. The exception is for parking areas of two or less rows, with one drive aisle and generally containing a smaller number of parking stalls (in comparison to a shopping center). In said instances the trees may be located immediately adjacent to the parking area as illustrated. However, the required parking lot trees in this instance cannot be included as trees required to fulfill other criteria (i.e. interior tree requirements).
2. Parking lots should be designed to avoid removing existing site amenities, especially large masses of trees that serve either screening purposes, highlight building groups, or break up large expanses of asphalt.
3. The visual character of parking areas should be enhanced by landscape islands, intensive shade trees and/or ornamental plantings. Large impervious areas are to be broken up with functional landscape medians and islands.
4. Planting islands should be utilized at the end of parking rows both as a means to contain parking lot trees and other landscape materials and to provide separation and delineation between drive aisles and parking stalls.
5. The trees used as the required parking lot trees shall substantially conform to the types marked in Appendix A of this Manual.

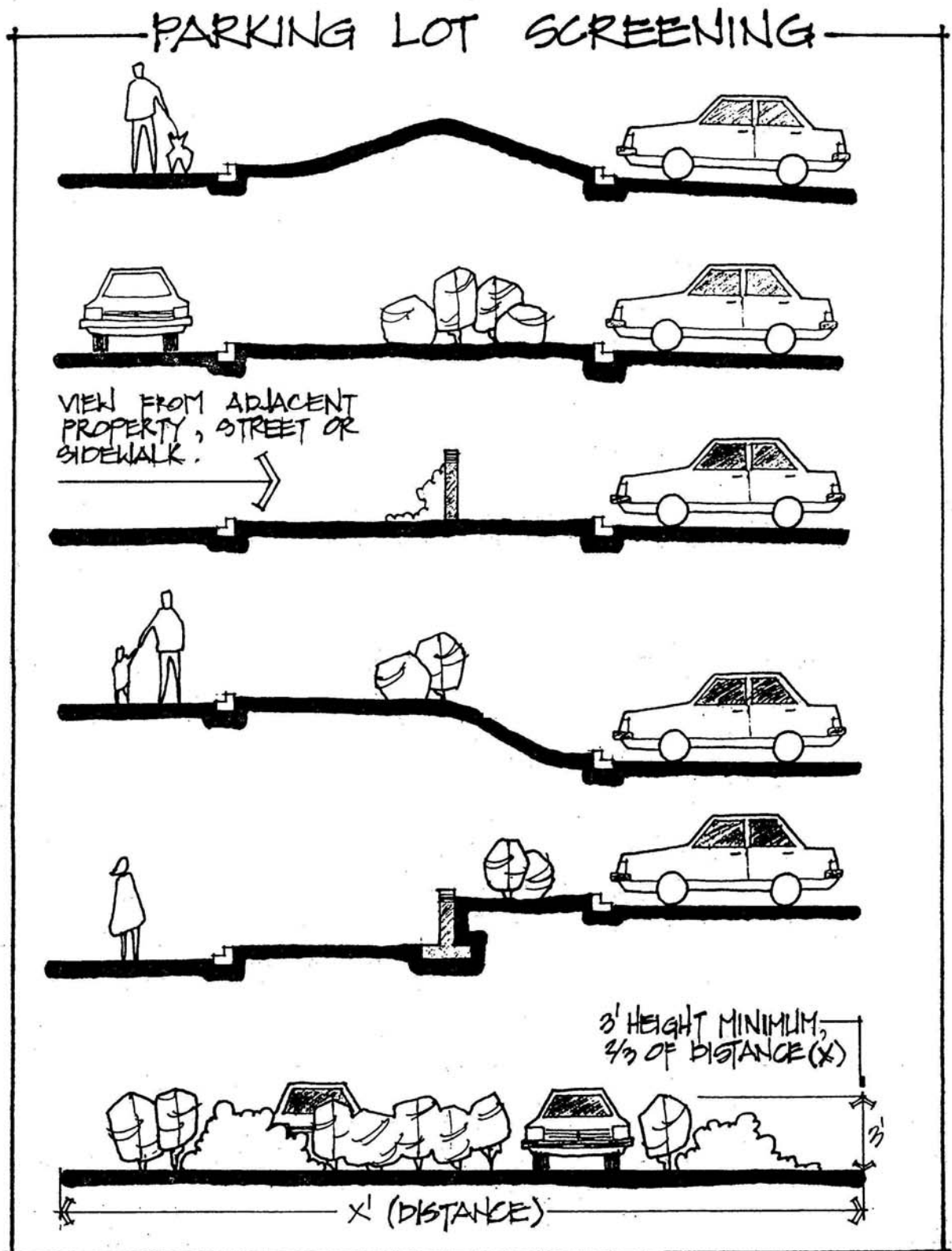
The Planning Department recognizes that trees in addition to those marked in Appendix A may be approved in a parking area if special conditions exist. For example:

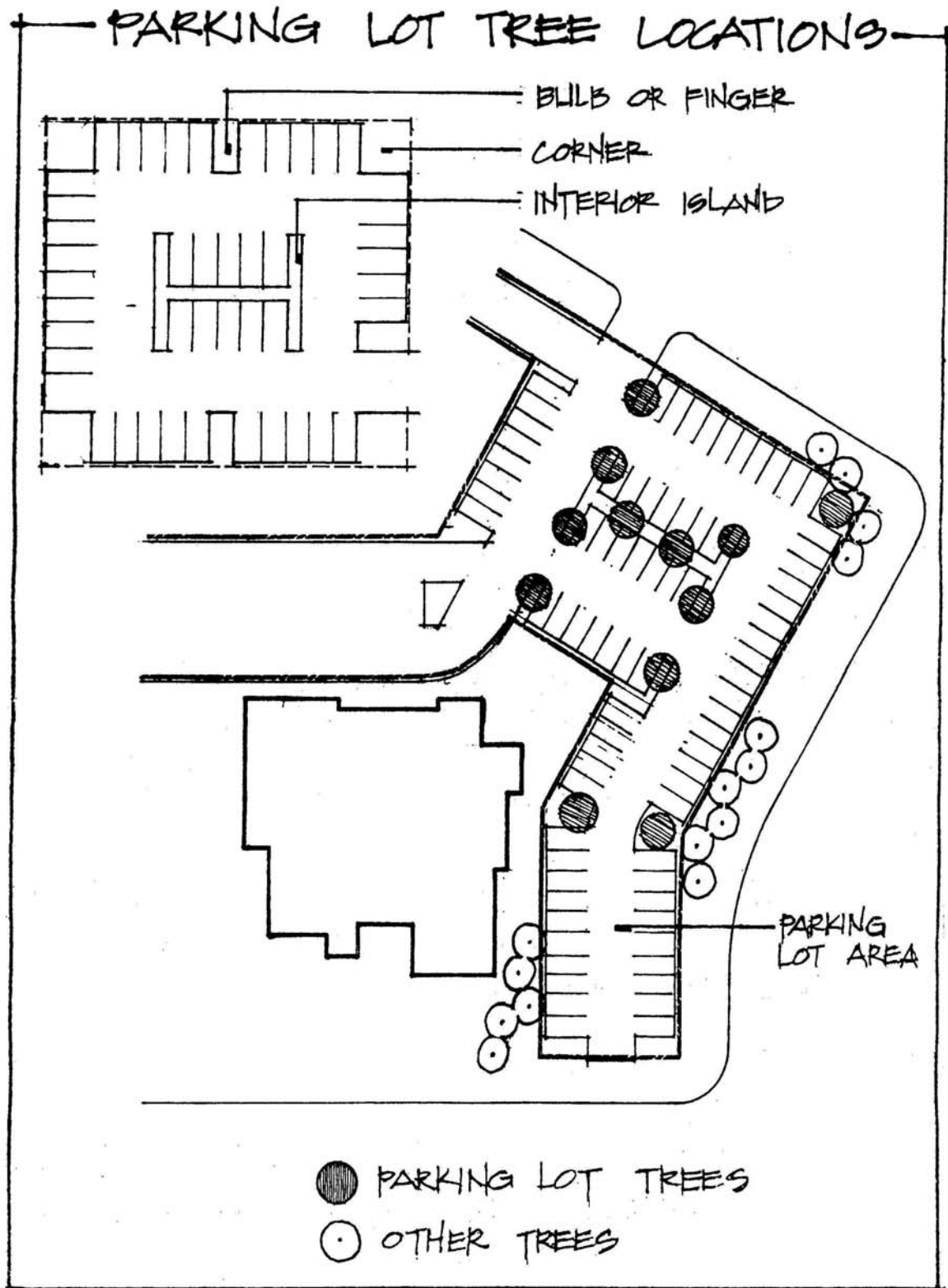
- a. A relatively small proportion of deciduous ornamental trees may be approved if a ratio of trees to parking spaces greater than the minimum requirement is provided.
 - b. Coniferous evergreen trees may be approved if such trees are planted in areas which exceed the minimum recommended planter size and if vehicular visibility is not a problem.
6. The minimum size of parking lot planters are to substantially conform to the details and examples provided within this Policy & Design Guide.

7. The shrubs used as a parking lot screen shall substantially conform to the types and spacings provided in Appendix A of this Policy & Design Guide.
8. In general, the reference elevation for the base of the required screen shall be the surface of the parking area space that is to be screened.
9. The following maximum grades shall be conformed to in the parking lot screen area-
 - o Sodded berms: 3:1 (3 feet horizontal -1 foot vertical)
 - o Planting beds: 2:1These standards may be applied to other planting areas as well.
10. Parking lot screening will not be required between properties that may share common parking or where similar uses occur adjacent to each other and there is no public view from the right-of-way. Parking lot screening can be required when a) the parking lot abuts a major entrance into development where the entrance is a major view corridor into the development and b) where screening is desirable to differentiate between uses (i.e. retail versus office) .
11. Parking lot landscape requirements will apply to any type of parking lot/parking area where it can be seen from the street. This includes gas stations, car lots and those uses where open parking areas are utilized.
12. Administrative relief for the parking area screening may be granted in instances where the parking area is located a considerable distance from the street (200-300 feet). The distance from the street (affecting street views) and topography are primary considerations in granting relief from the screening criteria.
13. When the parking area is lower than the height of the curb line, administrative relief may be granted for a reduction to the minimum three (3) foot high screening above the curb line that is normally required.
14. Parking lot screening can be incorporated into a required landscape setback area.

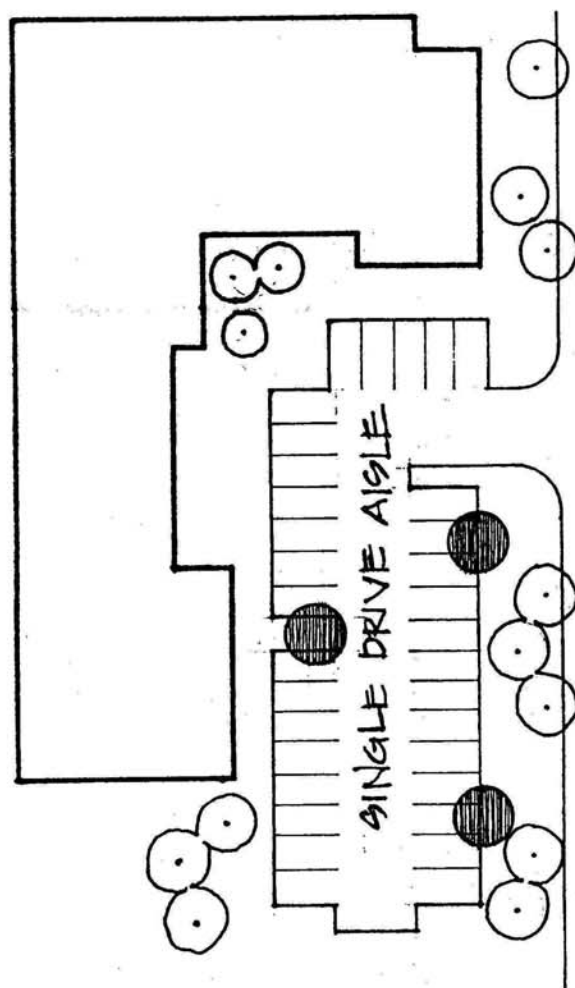
EXAMPLES

- E-5 Acceptable parking lot screening
- E-6 Parking lot tree locations
- E-7 Perimeter parking lot trees
- E-8 Minimum Planter/Plant Island Size
- E-9 Detail of Minimum Planter Size



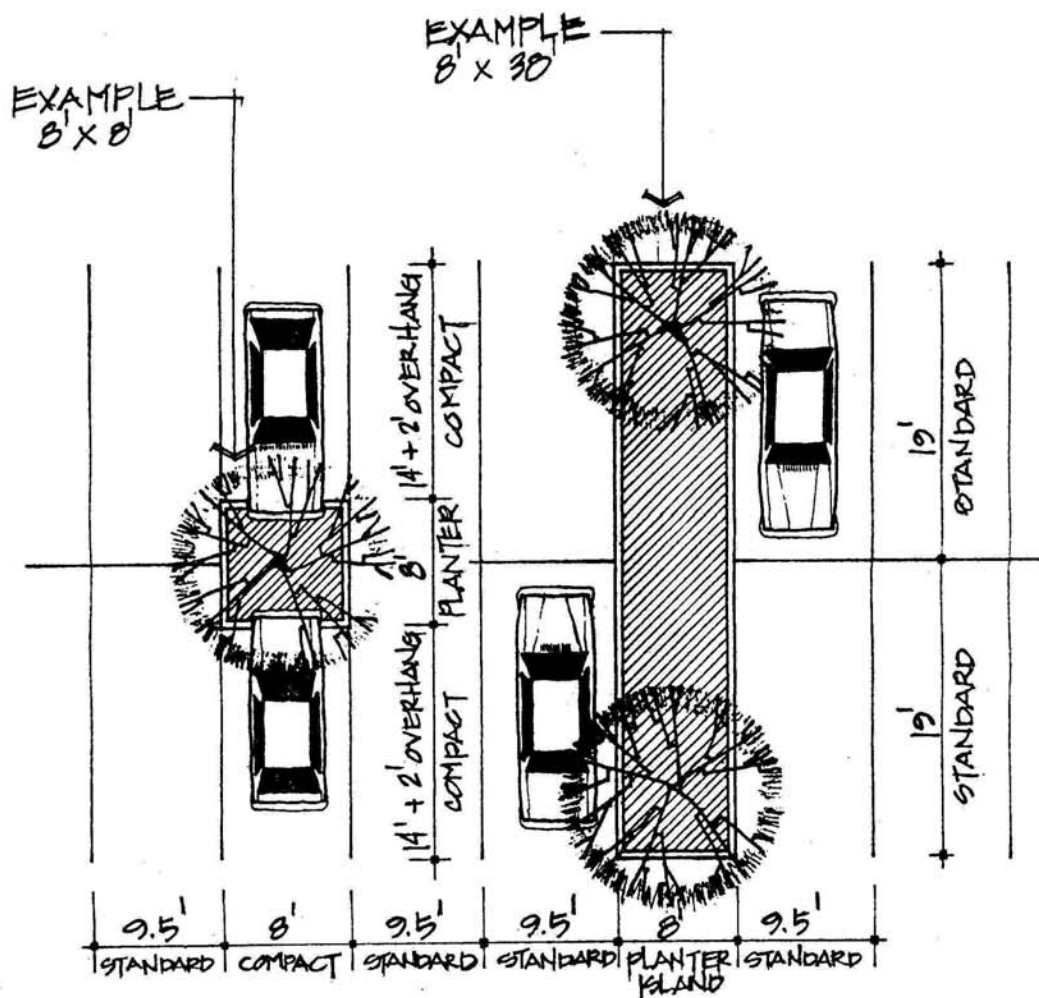


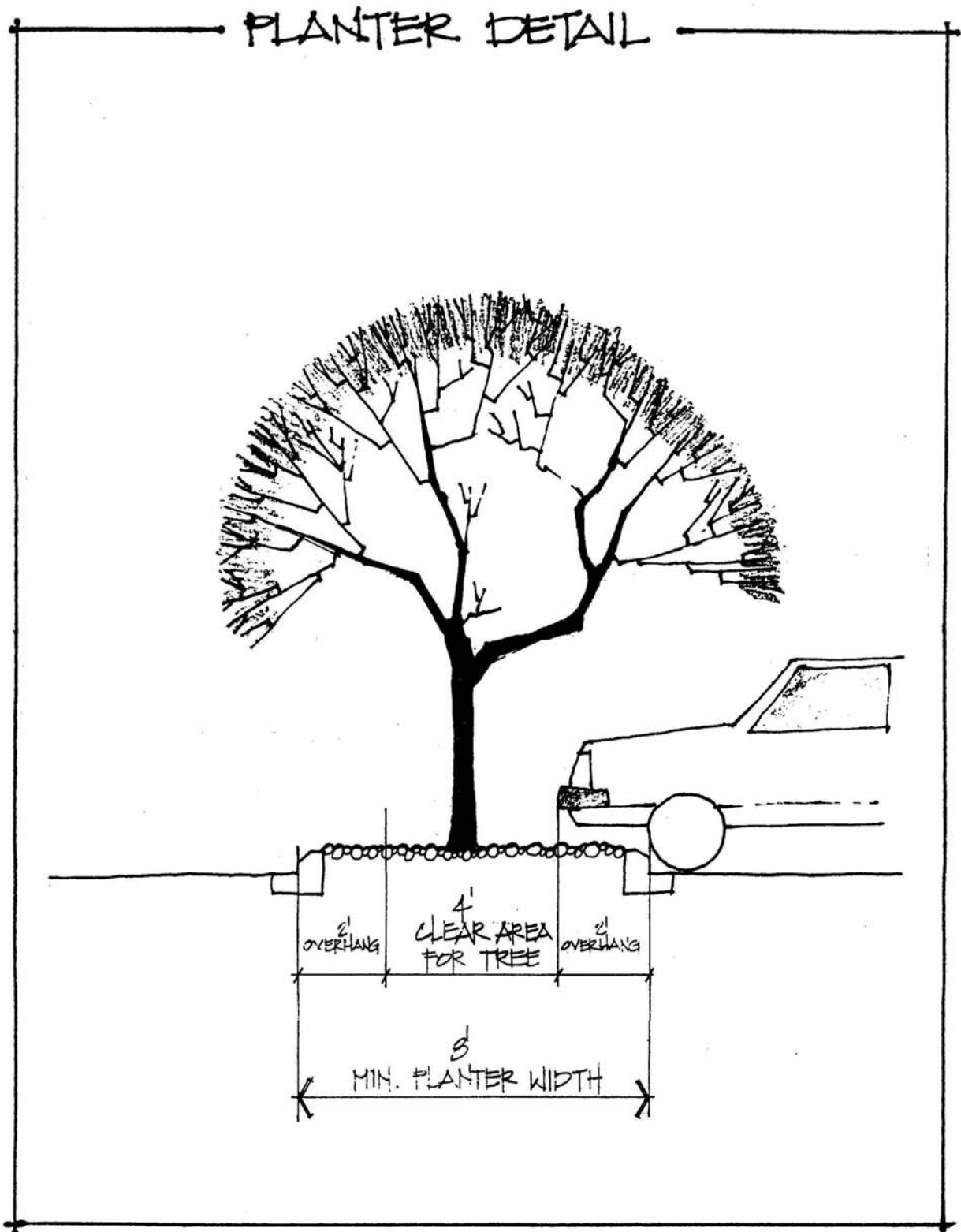
ALLOWABLE LOCATIONS FOR
PARKING LOT TREES WITH
A SINGLE DRIVE AISLE.



● PARKING LOT TREES
○ OTHER TREES

MINIMUM PLANTER AND PLANTER ISLAND SIZES





PART 4

BUFFER AND SCREEN AREAS

PURPOSE

Incompatible uses and those uses impacted by higher intensity uses should utilize buffering and screening to mitigate impacts. Buffering and screening can be used to block displeasing views, reduce noise, odors, glare, dust, traffic, protect residential privacy and reduce trespassing.

REQUIRED BUFFERS

1. Buffer Between Non-Residential and Residential Districts Separated by a Non-Arterial Street
 - a. Where Required: Such a buffer is required along the street- side property line in any non-residential project in any zone district where such a project is separated from a residential district by a non-arterial street. Non-arterial streets are those not designated as arterial streets **or** above (in street classification) on the County's Functional Classification Map. Public alleys are also considered non-arterial streets for the purposes of this subsection.
 - b. Design Standards: Such a buffer shall be a minimum of fifteen (15) feet in depth. The minimum number of trees in such a buffer shall be one (1) tree for every fifteen (15) feet of the frontage length of the buffer. A minimum of one-third (1/3) of the trees shall be evergreen trees; however, the clustering of evergreens may not be advisable in areas where the winter shade will cause unsafe conditions on an adjoining street. These requirements may effectively increase the depth and number of trees of the "minimum required landscaped setback" (in Section B.1.a.3. and B.2.c.).

An opaque structure with a minimum height of six (6) feet is required along the inside edge (private property side) of the buffer when the area beyond the fifteen (15) foot landscape buffer is used for a service corridor, loading/ unloading, maneuvering or storage area. If the area is used as a front yard and/or parking area, a six (6) foot opaque structure would not be required. If utilized for parking, the parking lot screening requirement shall also be applicable.

This buffer area shall require a ground covering with a minimum of seventy-five (75) percent in living plant materials.
2. Buffer Between: (1) Adjacent Non-Residential and Residential Projects, and (2) Adjacent Multifamily Residential and Single- Family/Two-Family Residential Projects
 - a. Where Required: Such a buffer is required in the following situations:
 - 1) Along the common property line in any non-residential project in any zone district where such a project is adjacent to any residential zone district.

- 2) Along the property line in any multifamily project where such a project is adjacent to a one-family or two-family zone district.
- b. Design Standards: Such a buffer shall be a minimum of fifteen (15) feet in depth. The minimum number of trees in such a buffer shall be one (1) tree for every twenty-five (25) feet of the length of the buffer. A minimum of one- third (1/3) of the trees shall be evergreen trees.

An opaque structure with a minimum height of six (6) feet is required along the common property line; however, in instances where the single/two-family residential property is abutting a required landscape setback area (other than this required fifteen (15) foot strip), a six (6) foot opaque structure would not be required along that portion of the "other" landscape setback area. An example is found within the County's "Landscape Policy & Design Manual".

This type of buffer is not required to consist of a minimum percentage in ground covering by living materials. However, that portion of the buffer area in a ground covering by non- living materials shall be covered with bark, wood chips, rock, stone, or other landscape material.

POLICIES AND EXPLANATIONS

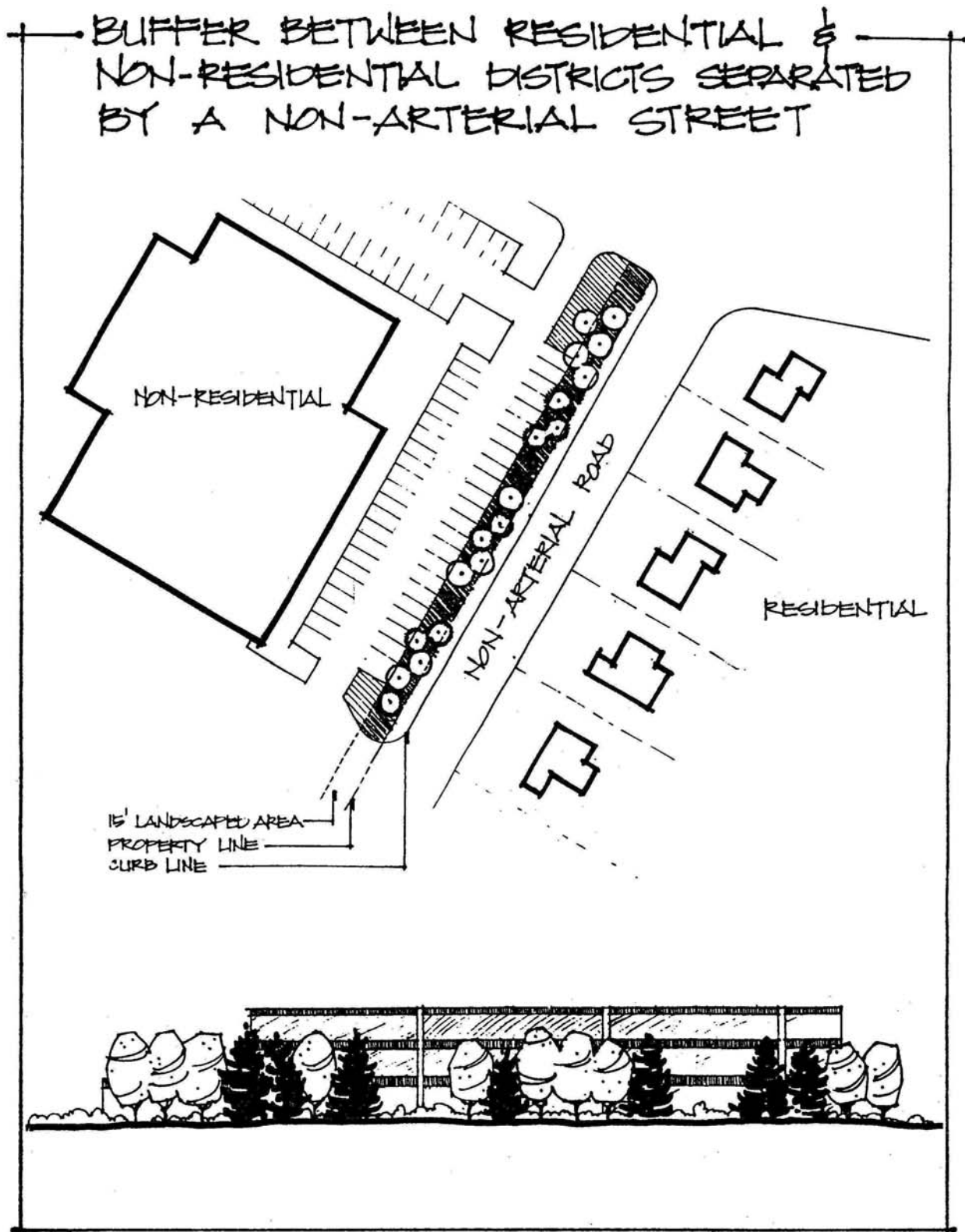
- 1 . The trees used as required buffer trees may be selected from the types which are commonly known to grow in the Colorado Springs area (see list in Appendix A). A concentration of small ornamental trees with open branching and foliage and relatively slow growth is discouraged, however.
2. The Planning Department recognizes that the actual uses of the land may vary greatly along a required buffer between a non- residential project and a residential project. The storefronts, service docks, parking areas, or landscaped spaces of a non- residential project may face the dwelling entries, private patios, parking areas or landscaped spaces of a residential project. The minimum standards of the buffer may be approved to vary to reflect the varying interface of the uses. For example, the required opaque structure may not be required between two landscapes spaces if plant materials are increased.
- 3 . Buffering and screening are used in combination to provide the effect of mitigation between differing uses. Buffering is generally the "buffer area" or horizontal distance which is to include trees, potentially other plant materials, and may also include a "screen". The screen, however, is typically a vertical barrier (in this case, an opaque structure), which provides visual blockage of potentially offensive views and also provides other benefits.
4. The required buffer area between residential/non-residential and single family/multifamily does not require any specific amount of live plant materials (except the number of trees per the property length); however, the buffer area is not to be paved or otherwise utilized for parking, maneuvering, loading, etc.

5. The required opaque structure is typically a wood fence but can be other elements. In instances where a fence is constructed to meet the requirements, it shall be soundly constructed. Examples of acceptable fences are included. Masonry walls may satisfy the requirements, however said walls should provide texture or other method to dilute a monotonous appearance. Chain link fencing with slats interwoven in the fence, and plywood or tin sheeting are not considered as an acceptable screen for meeting these screening requirements.
6. The higher intensive use will be required to provide the applicable screening/buffering. This would also apply in instances where the lesser intensive property would be undeveloped.
7. An exception to item #6 above would be in instances where a lesser intensive zone was established next to higher intensive use/zone through a down-zoning of the lesser intensive zone.

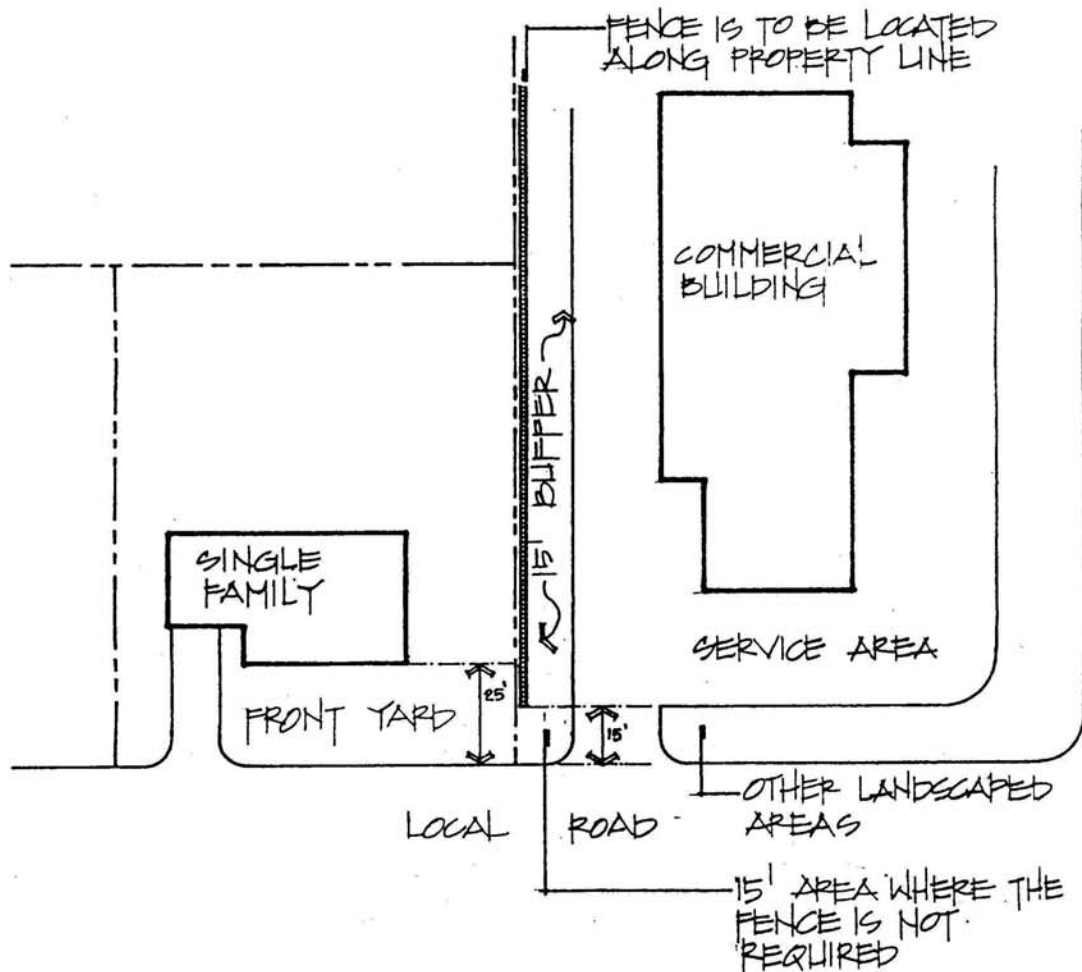
An example would be two commercially zoned properties that share a property line common to both. One of the commercial properties is down-zoned to multi or single family. In this down-zoning situation, the multi/single family use would be required to comply with the applicable buffering/screening landscaping provisions.

EXAMPLES

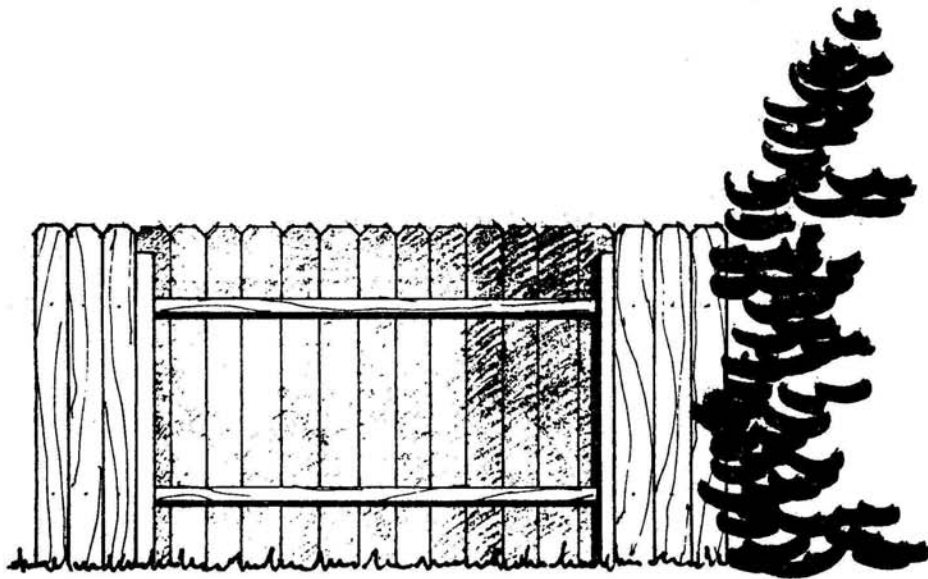
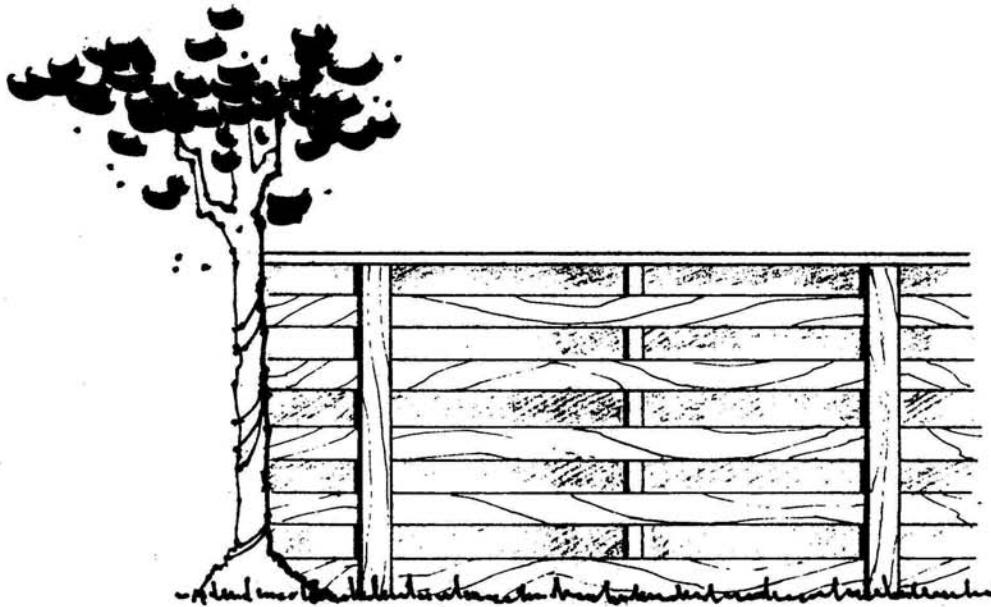
- E-10 Buffer between residential and non-residential districts separated by a non-arterial street
- E-11 Area of required fencing abutting residential use
- E-12 Acceptable fencing types



BUFFER BETWEEN RESIDENTIAL AND NON-RESIDENTIAL USES - FENCE LOCATION -



TYPES OF ACCEPTABLE FENCING



PART 5

INTERNAL LANDSCAPING

PURPOSE

Internal landscaping requirements are intended to augment the "boundary" landscaping requirements (such as landscaped setbacks and buffers) and parking lot landscaping requirements. The purpose of "internal" landscaping is to visually soften the mass of buildings, enhance the visual appearance, and to visually separate building areas from parking areas.

REQUIREMENTS

1. Requirements for multifamily projects in any zone district
 - a. Minimum internal landscaping area: A minimum of fifteen (15) percent of the site's net area (site's area excluding adjacent public streets).
 - b. Minimum number of trees In the internal landscaping area.- A minimum of one (1) tree for every five hundred (500) square feet of the required minimum internal landscaping area.
2. Requirements for non-residential projects in any zone district
 - a. Minimum internal landscaping area: A minimum of five (5) percent of the site's net area (site's area excluding adjacent public streets).
 - b. Minimum number of trees in the internal landscaping area- A minimum of one (1) tree for every five hundred (500) square feet of the required minimum internal landscaping area.

Up to one-half (1/2) of the required trees may be substituted by shrubs adjacent to retail store fronts where the view of wall signs may be obstructed. Then (10) shrubs with a mini- mum container size of five (5) gallons shall be provided for each tree that is replaced.
3. Standards for minimum internal landscaping area and minimum number of trees:
 - a. Location of the minimum area - To be credited toward the minimum internal landscaping area requirement, a landscaping area shall be located as follows:
 - 1) Adjacent to those building elevations which form the major public views of the project from adjacent streets and properties and to the users of the project, or
 - 2) Within a plaza or courtyard between buildings or portions of buildings, (plaza/ courtyard is to have at least one side open), or
 - 3) In a space provided to separate building areas from parking areas, or
 - 4) In a similar location which substantially conforms to the purpose of the required internal landscaping area.

The location of spaces credited toward the minimum internal landscaping area requirement shall be consistent with the policies in the County's "Landscape Policy and Design Manual".

The minimum internal landscaping area and its minimum number of trees may not consist of spaces or trees which are proposed to meet the minimum requirements of other landscape sections - such as landscaped setbacks, buffers, or parking lot trees.

- b. Design Standards: The minimum required internal landscaping area shall consist of a minimum of fifty (50) percent ground coverage by live plant materials. This percentage provides flexibility where plants and their irrigation should be limited next to building foundations.

The intent of the internal landscaping area is to provide relief from structures and hard surfaces in a project through the use of plantings. Therefore, sidewalks which provide . basic pedestrian circulation only shall not be credited toward the minimum internal landscaping area requirement. Paved plazas may be credited to a maximum of fifty (50) percent of required internal landscaping area if such plazas have trees which provide visual relief to those building elevations which form the major public views of the project.

To provide for flexibility of design in the minimum internal landscaping area, the developer may select the types of and the planting spaces between the required trees. However, the trees shall be selected from the tree types that are commonly known to grow in the Colorado Springs area, listed in the County's "Landscape Policy and Design Manual". The planting spacing should allow for the growth characteristics of the trees without adversely affecting the maintenance of structures, walks, or drives.

The minimum planting sizes of trees shall comply with the specifications provided in Subsection F (1), Landscape Material Specifications.

(Note: Subsection F. (1) is the identification of the actual regulations found in Section 35.12 of the Land Development Code. Part 6 of this Design Guide also notes the applicable landscape material specifications.)

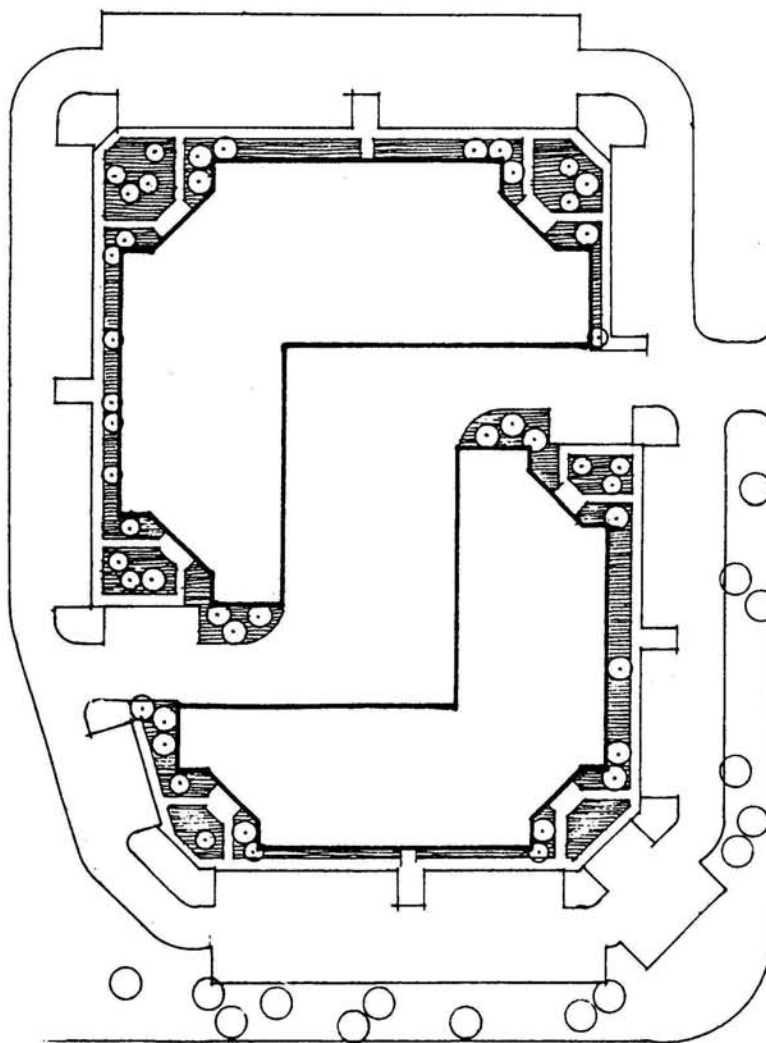
POLICIES AND EXPLANATIONS

- 1 . The County recognizes that flexibility in the design of spaces and tree selection is needed. This flexibility is needed because of: 1 the diversity of building designs, 2) the possible limitations on plant selections due to building foundation problems posed by the root growth of some trees, and 3) building foundation problems posed by the irrigation of expansive soils.

EXAMPLES

E-13 Internal Landscaping

INTERNAL LANDSCAPING



PART 6

MINIMUM PLANT MATERIAL SIZES/ PERCENTAGE OF LIVE MATERIAL GROUND COVER

1. Landscape Material Specifications

The minimum planting/ installation size and characteristics of plant materials which are required by this Article shall be as follows:

- a . Deciduous shade trees - One and one-half (1½) inch caliper measured six (6) inches above ground, balled and burlapped.
- b. Deciduous ornamental trees - One (1) inch caliper measured six (6) inches above ground, balled and burlapped.
- c . Evergreen trees - six (6) feet in height above ground, balled and burlapped, except Pinon Pine and Upright Junipers which are to be a minimum four (4) feet in height above ground.
- d. Evergreen and deciduous shrubs - One (1) or five (5) gallon size, depending on the spacing of the plants - (See the County's "Landscape Policy and Design Manual").
- e. Ground cover and vines - Two and one-fourth (2i) inch flat- type container, one (1) gallon, or five (5) gallon size, depending on the spacing of the plants (See County's "Landscape Policy and Design Manual").

2. Required Live Material Ground Cover

Unless otherwise specified, any required landscape area - such as a "minimum landscaped setback" - shall consist of a minimum of seventy-five (75) percent in ground covering by living grass or other plant materials. The minimum planting sizes and spacings of shrubs and ground covers to meet a ground covering requirement shall be consistent with the County's "Landscape Policy and Design Manual". The foliage crown of trees shall not be used in the seventy-five (75) percent or other required percentage calculation. The remaining twenty-five (25) percent of the required landscape area may be covered with bark, wood chips, rock, stone, or other landscape materials.

POLICIES AND EXPLANATION

- 1. Plantings of shrubs and ground covers to be considered a "ground cover of living materials" shall substantially comply with the planting sizes and spacings in Appendix A of this Manual.
- 2. The spacing between two plants with different spacing requirements shall be an approximate average of two spacing requirements.

3. Wildflowers, where proposed to fulfill a ground covering requirement, should be combined with native grasses. The sole use of wildflowers in a minimum required area is discouraged, especially where a relatively low level of irrigation is proposed, because of the relatively high chance of bare areas.

Explanations and details should be provided as to how the seeds are to be planted and the amount of grass seeds to be used (such as ounces per 1 000 square feet or pounds per acre).

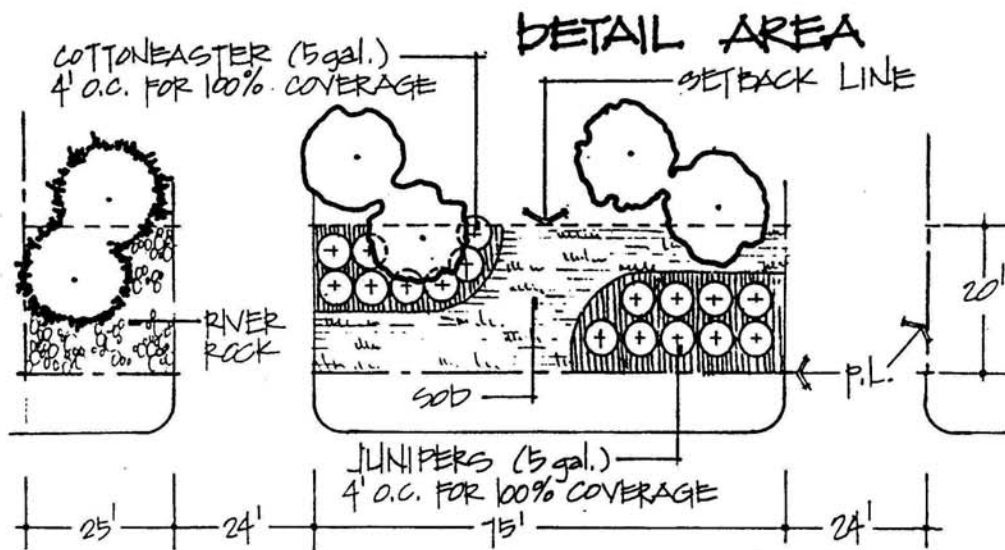
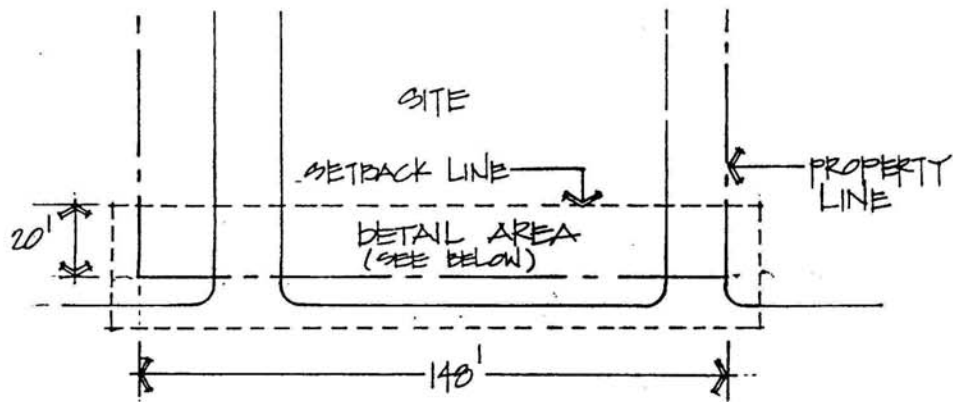
4. Paving is not an acceptable material for use in the required landscape setback area that can be utilized by non-living materials.

EXAMPLES

E-1 4 Calculation of 75% living plant materials

75% LIVE GROUND COVER CALCULATIONS

NOTE: THIS EXAMPLE REPRESENTS CALCULATIONS FOR GROUND COVER ONLY & IS NOT MEANT TO COMPLY WITH INFORMATION REQUIRED ON FINAL LANDSCAPE PLAN.



TOTAL AREA MINUS DRIVE ABLE = 2000[#]
 75% LIVE PLANT MATERIALS (.75 x 2000) = 1500[#]
 NON-LIVING PLANT MATERIALS = 500[#]

PART 7

MISCELLANEOUS

REQUIREMENTS

1. Non-Street Boundary Trees

Adjacent to any non-street (interior) property boundary of a zone district a minimum of one (1) tree for every thirty (30) feet of non-street (interior) boundary of the property within the zone district. These trees do not need to be located in a landscaped setback of a minimum size but shall be protected from vehicular damage which may necessitate the use of planters of sufficient size and design to accommodate the growth of the trees. The planter specifications shall be consistent with the County's "Landscape Policy and Design Manual".

POLICY AND EXPLANATION

For purposes of these regulations the requirement of interior non-street boundary trees of a zone district pertains to the non-street boundary contained within a specific zoning (rezoning) request. This does not mean that the boundary of the zone district would necessarily be two different zoning districts or classifications (such as a PBP and PID). It could be two different zoning (rezoning) requests or actions which would utilize the same zoning classification.

2. Miscellaneous Requirements

- a. Landscaping shall not conflict with the traffic visibility (typically an area 25' x 25' is an acceptable sight triangle to protect visibility) .
- b. The use of artificial trees, shrubs, vines, turf, or other plants as an outside landscape material for purposes of compliance with these regulations is prohibited.
- c. The planting of any trees of the Ulmus genus (elm) for purposes of compliance with these regulations is prohibited.

POLICY AND EXPLANATION:

Prohibition of Elms - The planting of elms is prohibited because most elms possess more negative qualities than positive qualities. The negative qualities include disease proneness, weak branches, suckering, and uncontrollable spread of seeds. These negative qualities lead to excessively high public and private maintenance costs.

- d. Box Elder (*Acer negundo*) and all trees of the *Salix* and *Populus* genus - except Aspen (*Populus Tremuloides*) - shall not be planted within twenty-five (25) feet of a street right-of-way.

POLICY AND EXPLANATION:

Limitations on Certain Trees Within 25 Feet of Rights-of-Way - The planting of Box Elder, Salix and most Populus trees is limited near rights-of-way because of their invasive roots which cause problems with utilities and streets and partly because of their weak branches.

- e. Clumps of trees (such as Aspen, Populus Tremuloides), where used, are encouraged instead of single-trunk trees. However, such a clump shall be credited as only one of the required trees
- f. Landscaping shall not interfere with the general function, safety or acceptability of any gas, electric, water, sewer, telephone, or other utility easement or conflict with criteria established or adopted by a fire department. Landscaping shall be limited in the proximity of a fire hydrant in accordance with applicable fire district criteria. In no instance shall landscaping exceed eight (8) inches in height within three (3) feet of a fire hydrant.

POLICY AND EXPLANATION:

Landscaping within utility easements shall be reviewed and approved by an affected utility.

Landscaping will also be reviewed by the fire district having jurisdiction. The applicable fire district criteria may require modification and/or be more limiting in the allowable landscaping around fire hydrants and/or other areas of concern to the fire district.

- g. Refuse collection areas, including trash bins, shall be screened from view from adjacent properties and streets by the use of a wall or fence of an opaque design or other architectural elements, dense evergreen plantings with a minimum planting height of four (4) feet, or berms with dense plantings creating an opaque appearance with a minimum height of four (4) feet.

POLICY AND EXPLANATION-

Screening of refuse collection areas - Such screening may not be necessary in all land use situations. For example, industrial and other uses that maintain refuse collection in the rear of properties which are not visible from the street and would be surrounded by other industrial properties where there would be no public view would not be required to provide refuse collection screening.

- h. Loading docks, vehicle repair bays, and vehicle fueling areas shall be screened from view from adjacent streets by the use of plantings, berms, walls, fences, or other architectural elements.

POLICY AND EXPLANATION:

Screening of loading docks and other uses - Same as item “g” above.

- i. The existing indigenous vegetation on a site is encouraged to be retained in a development project and may be credited toward required landscaping in this section.

POLICIES AND EXPLANATIONS:

The retention of existing plant materials may be credited to fulfill specific landscape criteria, or through administrative relief, could potentially be substituted to fulfill other landscaping requirements

Fulfillment of the landscaping requirements should also consider the character of the area. Exotic plant species should be avoided unless they blend with the intended character of the overall design and where no native species can be used as a substitute. In mountainous or forested areas the introduction of non-native deciduous trees may be inappropriate in an evergreen forest setting.

- j. Where a calculation of a requirement results in a fractional number the applicable requirement shall be the closest whole number (5.0 to 5.49 = 5; 5.5 to 5.9 = 6).
- k. The location and spacing of trees and plant materials should allow for the growth characteristics of said items without adversely affecting the maintenance of structures, walks, drives or vehicular and pedestrian traffic.
- l. Where two different landscape requirements apply (for example, a buffer and a landscaped setback), the greater requirements shall be met (for example, the buffer).

POLICY AND EXPLANATION:

Differing requirements - The most restrictive requirement shall apply when there are conflicting and/or differing requirements. The most restrictive element will also apply in instances of other conflicting regulations. For example, when a building setback is fifteen (15) feet and a required landscape setback is twenty (20) feet, the landscape setback shall prevail unless administrative relief of the landscape criteria is granted.

- m. Landscaping necessary to fulfill one requirement (i.e. setback tree) cannot be counted twice to fulfill a different landscape requirement (i.e. interior landscape tree).

POLICY AND EXPLANATION:

Required landscaping cannot be counted twice - The landscaping necessary to satisfy one criteria (such as a tree required within the landscape setback) cannot also be counted as a tree required to satisfy a different criteria (such as a required internal landscaping tree). In most instances, the various landscape requirements are independent of each other.

- n. Landscaping is required between the property line and curb line. This area is to contain landscaping similar to the ground plane treatment of the required landscape setback area.

POLICY AND EXPLANATION:

Right-of-Way landscaping - The right-of-way area between the back of the curb and the property line is to be landscaped with landscape materials similar to those utilized in the landscape setback area. This right-of-way area is generally independent of the required landscape setback area; however there may be instances whereby administrative relief is warranted when the right-of-way area is extensive.

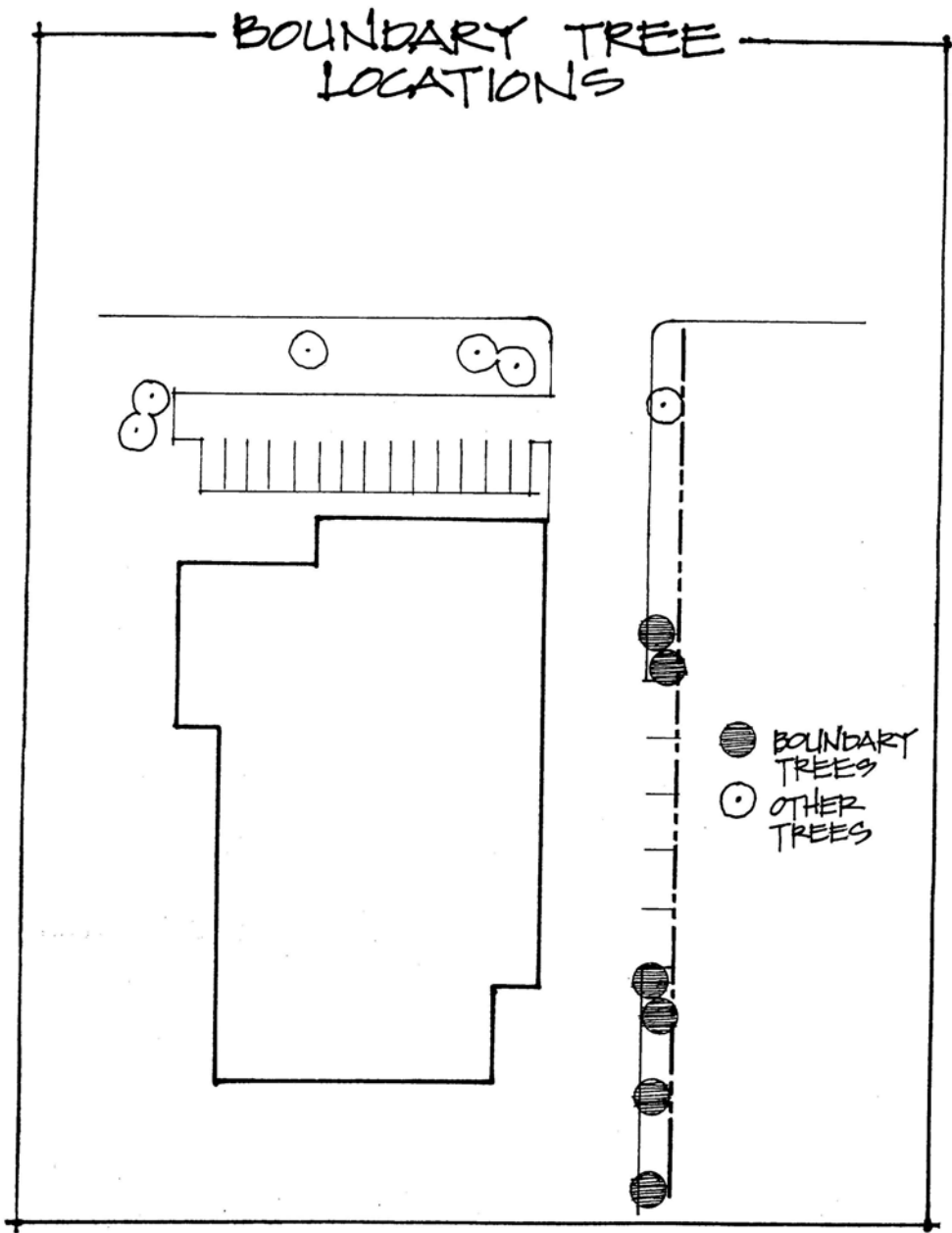
- o. Landscaping in the right-of-way shall be approved by the El Paso County Public Works Department, State Highway Department, or other road authority, as applicable.

POLICY AND EXPLANATION:

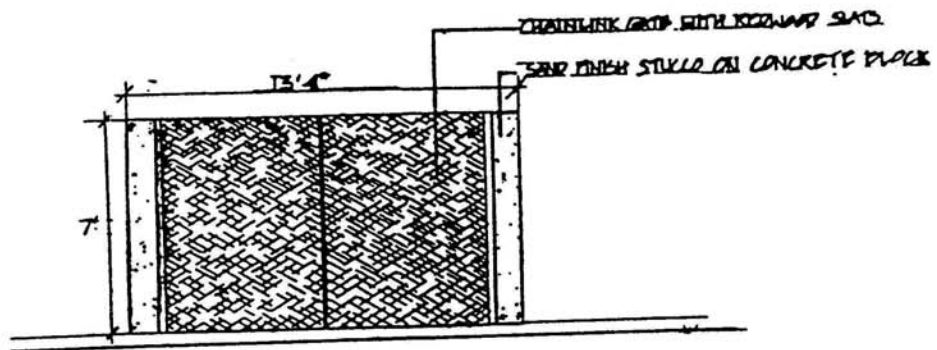
Landscaping by applicable road authority - There may be instances whereby the applicable road authority may be a type of metropolitan district, special authority or organized association. In said instances, they (the "applicable" authority) shall approve the landscaping in the right-of-way or adjacent to the road for which they are responsible.

EXAMPLES

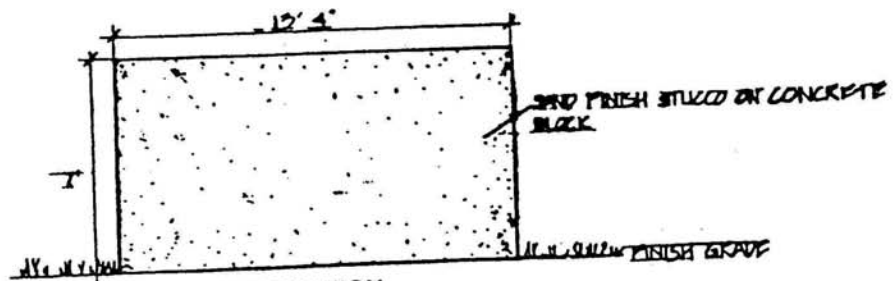
- E-15 Non-Street Boundary Trees
- E-16 Acceptable materials for refuse screening.
- E-17 Colorado Springs Electric Division standards for landscaping affecting electrical facilities.



REFUSE SCREENING



FRONT ELEVATION
Scale 1/4" = 1' - 0"



SIDE ELEVATION
Scale 1/4" = 1' - 0"

Trash Enclosure

CITY OF COLORADO SPRINGS
DEPARTMENT OF PUBLIC UTILITIES ELECTRIC DIVISION

USE OF ELECTRIC LINE RIGHTS OF WAY BY OTHER PARTIES

The Electric Division of the Department of Public Utilities, as a matter of general policy, will not normally permit use of its line rights of way by other parties. Exceptions to this policy, when permitted, would be subject to the following criteria. These criteria are general guidelines only and should not be construed as the complete and only conditions for such exceptions. Each case will be evaluated on an individual basis.

1. Permanent buildings, structures and/or building overhangs, balconies etc., will not be allowed on rights of way.
2. All improvements must meet all applicable requirements of the National Electric Code and the National Electrical Safety Code, specifically, but not limited to:
 - a. Changes in grades and elevations along the rights of way shall not reduce safe ground clearances of overhead wires as established by the Codes and/or the Electric Division.
 - b. Safety clearance distances between overhead and underground wires and any improvements/structures shall be maintained as applicable.
 - c. Working space clearances as applicable shall be maintained around line structures.
 - d. Excavations shall not reduce support strength of overhead line structures.
 - e. Excavations shall not reduce depth of burial of underground cables.
 - f. Low level landscaping, such as rockgardens, shrubs, i.e. Junipers, Scrub Oak, etc. and other vegetation with a maximum height of 15 feet or less, i.e. Pinon Pine, Cedar, etc. will be allowed within the right of way provided all other applicable requirements of this document are met.

Trees or other vegetation which would normally grow to heights exceed 15 feet will not be allowed. Such vegetation includes, but is not limited to, Ponderosa Pine, Maple, Oak, Elm, Spruce, Fir, Ash, Cottonwood, Aspen, etc.

The party or owner installing and planting landscaping will be responsible for maintenance of the landscaping.

The Utility shall have the option to trim and cut plantings and trees as may be necessary to maintain safety and operational clearances of its facilities.

Future power line installations may necessitate the relocation of trees, shrubs, and other landscaping vegetation. The removal or relocation will be at the owner's expense.

3. The Utility shall have access at all times to the rights of way for operation/ maintenance/ construction/ inspection of the facilities.
4. Improvements by other parties shall not preclude the Utility from installing any additional overhead/ underground facilities. Any modifications, changes, etc. to the other parties' facilities necessary to permit the Utility to install its additional facilities shall be at the other parties' expense.
5. Commercial utilization of rights of way earth material shall not be allowed.
6. For improvements involving roadways and railroads, safe clearance from line structures must be maintained. These would generally be:
 - a . For roads with speed limit over 45 mph: Not less than 30 feet from any line structure or its foundation to edge of nearest driving or turn lane.
 - b . For roads with speed limit of 45 mph: Not less than 20 feet from any line structure or its foundation to edge of nearest driving or turn lane.
 - c . For railroad- Not less than 16 feet from any line structure or its foundation to nearest rail.
7. Line structures at closer distances than specified under paragraph 6, above, as well as those deemed to be hazardous or in hazard otherwise, shall be protected by traffic safety barriers to be installed by the roadway/railroad developer. These safety barriers shall be as specified by the Utility and/or other regulatory agency/authority.
8. Other parties making improvements shall be obligated to bear all the expenses towards meeting those criteria.
9. Other parties making improvements shall indemnify the Utility against all damage, harm, inconvenience, interference, etc. arising from the operation of the utilities and system or failure thereof, to all those utilizing these improvements in the rights of way.

PART 8

LANDSCAPING REQUIREMENTS FOR TRANSMISSION TOWER, WATER STORAGE TANK, ABOVE-GROUND UTILITY FACILITIES

REQUIREMENTS

Site specific landscape plan required, with applicable application for processing by Planning Department subject to:

1. In rural and remote areas landscaping, screening and erosion control measures shall be tailored to the nature and character of the area and the type of facility/ structure contemplated. At the time of submission of a request, a site specific plan (or in lieu, a detailed narrative outlining methods of landscaping including types of plant materials) for landscaping shall be developed which, at a minimum, will consist of revegetation of any and all disturbed areas with materials indigenous to the site or otherwise adaptable vegetation. The site specific plan and implementation shall also incorporate features to prevent erosion.
2. In urbanized and developed areas, a site specific landscape plan shall be required which is to address specific issues as screening and visual impacts. At the time of submission of a request the applicant shall submit a final landscape plan, pursuant to Subsection J, and shall also address vertical screening and/or visual impact mitigation. Incorporated into said plan shall be measures for erosion control.

The other provisions of the landscape regulations contained within this Section 35.12 may also apply depending upon specific location of the tower/ utility facility.

POLICIES AND EXPLANATIONS

1. The aforementioned facilities in rural and remote areas would be required to revegetate all disturbed areas due to construction activities of the facility. Since the area would be remote, the character of the area must be considered and non-adaptable landscaping materials should not be required. As to the remoteness of the area, the applicant is encouraged to discuss this aspect with Planning Department staff prior to project submittal.
2. In urbanized and developed areas, more intensive landscaping will be necessary to incorporate screening and mitigate any visual impact. Different types of towers/utilities/facilities will require different methods of landscape treatment. The sites in developed areas will necessitate review on a case-by-case basis and the applicant will be required to submit a preliminary landscape plan as outlined in this subsection with the project request.

PART 9

ASSURANCES FOR INSTALLATION, COMPLETION AND MAINTENANCE

REQUIREMENTS:

1. Enforcement/Assurances for Installation and Completion

Prior to the issuance of a Certificate of Occupancy (CO) for any structure where landscaping is required, except when a temporary CO is obtained by providing acceptable assurance to the County guaranteeing the completion of such landscaping, all work as indicated on the landscaping plan shall be inspected and approved by the Planning Department Zoning Inspector.

At the time of inspection, the Planning Department Zoning inspector shall check the quantities and locations of landscape materials. At the time of such inspection and prior to the issuance of a CO, the completed landscaping shall comply with the approved landscape plan and shall include the quantities, locations, species and sizes of plants and other landscape materials as represented on the approved landscape plan. In the event that an inspection is not conducted by the Planning Department Zoning Inspector prior to the issuance of a temporary CO because acceptable assurance has been provided to the County guaranteeing the completion of such landscaping, such inspection shall be done by the Planning Department Zoning Inspector subsequent to the installation of such landscaping but prior to the release or expiration of the acceptable assurance.

A landowner may obtain a temporary CO for a structure prior to the completion of required landscaping work if the completion is not possible due to seasonal or weather conditions and if the landowner submits the necessary cost estimate prepared by a qualified party and assurances to the County for the completion of the landscaping - such as an irrevocable Letter of Credit, certified check, Certificate of Deposit, or other acceptable assurance - equal to the cost of the landscaping work. The cost estimate shall be accompanied by a written assurance (Landscape Completion Agreement) that such landscaping will be completed to the satisfaction of the County Planning Department within a specified period of time not to exceed nine (9) months from the date of occupancy.

2. Maintenance

- a. The landowner is responsible for the maintenance of the landscaping plan as originally approved by the Planning Department or subsequently amended.
- b. The landowner is responsible for all regular and normal maintenance of landscaping including weeding, irrigation, fertilizing, pruning and mowing.
- c. Replacement of dead, diseased or substantially damaged plant materials shall be of the same or similar type as set forth in the landscape plan approved by the Planning Department. Re- placement shall occur in the next planting season but, in any event, such replacement shall be made in a time period not exceeding one (1) year.
- d. Seeded landscape areas shall have no bare areas larger than six (6) square inches after germination.

POLICIES AND EXPLANATIONS:

1. The County does not mandate the exact form of a financial assurance for the installation and completion of the required landscaping. The most common methods of financial assurance which are acceptable to the County are an irrevocable letter of credit, cashier's check, and Certificate of Deposit. Other forms of financial assurance may be utilized subject to approval by the Board of County Commissioners.
2. Any financial assurance provided to the County will be accompanied by a completion agreement in a format prescribed by the County.
3. A maintenance compliance statement will be required for recordation prior to issuance of a CO. The compliance statement will place subsequent property owners on notice of the continued maintenance and viability of the landscaping required by this subsection.
4. In instances where seeding and other natural landscaping are utilized, the financial assurance shall not be released (which may require renewal of said assurance) until the seeding or other natural landscaping is considered established in a healthy state by the Zoning Inspector as outlined within the landscape criteria of this subsection.

EXAMPLES

- E-18 Sample Letter of Credit
- E-19 Landscape Completion Agreement

Irrevocable Letter of Credit

(Sample Form to Follow)

 (Name of Bank)

 (Address of Bank, including street, city, state and zip code)

TO: Board of County Commissioners
 El Paso County
 27 East Vermijo Avenue
 Colorado Springs, Colorado 80903

NO.:

DATE:

EXPIRY:

AMOUNT:

Gentlemen:

We hereby authorize you to draw on the (name of bank)

_____, for the account of (name of subdivider and/or developer)

_____, whose address is

_____, up to an
 aggregate amount of (type out amount) _____ Dollars(\$ _____) by your drafts at sight to guarantee the construction and completion of the
 landscape improvements listed herein below, or attached, for property known as/ located at _____

Improvements are as follows:

<u>ITEM</u>	<u>TOTAL COST</u>
1.	
2.	
3.	
4.	
5.	
6.	
TOTAL	

All drafts drawn under this credit are to be endorsed hereon and shall bear the clause "DRAWN UNDER" (name of bank and letter of credit number)

Dated _____.

We hereby agree with the drawers, endorsers and bona fide holders of drafts drawn under and in accordance with the terms of this credit that the same shall be duly honored and paid upon presentation at our office on or before expiry date of _____.

Very truly yours,

(name of bank and title of officer signing)

LANDSCAPE COMPLETION AGREEMENT

THIS AGREEMENT, entered between _____, hereinafter called the “Owner/ Developer,” and El Paso County, as represented by its Planning Department, hereinafter called the “County,” shall become effective upon the date of approval of the Plot Plan/ Site Plan (including the Landscape Plan) by the Planning Department.

WHEREAS, Section 35.12 of the El Paso County Land Development Code requires that certain landscaping requirements be satisfied in submitting a Plot Plan/ Site Plan for the issuance of a Building Permit for lots or parcels within certain zoning districts; and

WHEREAS, Subsection 35.12 J. of the El Paso County Land Development Code allows for acceptable assurances to be provided by an Owner/ Developer in the event the Owner/ Developer wishes to occupy the proposed structure prior to the installation of the required landscape improvements previously approved by the Planning Department; and

WHEREAS, the Owner/ Developer is the owner of property affected by said regulation located at _____ (street address) and more particularly described as _____, El Paso County, Colorado (legal description); and

WHEREAS, the Owner/ Developer wishes to supply security and collateral in the form of _____ (insert one of the following:)

- a) An Irrevocable Letter of Credit from _____ in the amount of \$ _____
- b) Cashier’s check in the amount of \$ _____
- c) Certificate of Deposit for the amount of \$ _____
- d) Subdivision Performance Bond of \$ _____
- e) (Any method other than that identified in a), b), c) and d) above must be a method acceptable to the Board of County Commissioners.

in order to occupy the proposed structure prior to the installation of the landscaping.

THEREFORE, IT IS HEREBY AGREED:

1. The Owner/ Developer will construct and install, at its own expense, all of the landscape improvements as indicated upon the Landscape Plan approved by the Planning Department, said improvement costs attached hereto as “Exhibit A.”
2. To secure and guarantee performance of its obligations as set forth herein, the Owner/ Developer is hereby providing security and collateral in an amount covering all of the costs of material and labor associated with the Landscaping Plan. The security and collateral shall be in the form of _____, negotiable for the amount of \$ _____, and shall extend for a period of at least ten (10) months, from the date of Plot Plan/ Site Plan (including the Landscape Plan) approval until _____ (date).

3. Upon installation of the landscaping as indicated upon the Landscape Plan (approved by the Planning Department) and subsequent to inspection by the El Paso County Zoning Inspector for compliance with said Plan, the security and collateral provided will be released upon written request from the Owner/ Developer.
4. Should the required landscape improvements not be installed within the thirty (30) days prior to the expiration of this Agreement to guarantee collateral or security, the Planning Department may request release from the Board of County Commissioners of the collateral or security.
5. Should the Owner/ Developer fail to install the landscape improvements (as indicated upon Exhibit A) within the specified time frame, the Owner/ Developer authorizes right-of-entry onto the property by the Planning Department and others that may be necessary to install said improvements in order to fulfill the requirements of this Agreement.
6. A Final Certificate of Occupancy will not be authorized by the Planning Department until the landscaping has been installed in accordance with the approved Landscape Plan and inspected by the El Paso County Zoning Inspector.

Signed and acknowledged this _____ day of _____, _____.

Owner/ Developer

(Address and Telephone Number)

Subscribed, sworn to and acknowledged before me this _____ day of _____, _____, by the parties above named.

My commission expires: _____

Notary Public

Director, Planning Department

PART 10

ADMINISTRATIVE RELIEF

PURPOSE AND INTENT

The purpose of this subsection is to provide for flexibility in the application of regulations by utilizing a simplified administrative procedure when a standard is unduly restrictive or inappropriate to a specific use or design proposal. Administrative relief may be applied to any of the landscape criteria outlined within this subsection.

APPLICATION

A written request for Administrative Relief shall be submitted in conjunction with a development proposal such as a plot plan or a building permit site plan. The written request shall include a justification in terms of the findings necessary to grant Administrative Relief. The written request shall close with a section for the Planning Department's use to include a block for the decision of approval/denial, notation of additional conditions/ requirements, the Planning Department's representative's signature, and decision date. The written request with decision shall be attached to the plan or retained in the appropriate file, as applicable.

FINDINGS NECESSARY TO GRANT ADMINISTRATIVE RELIEF

The Planning Department's representative must make all of the following findings in order to grant Administrative Relief:

- a . The strict application of the regulation in question is unreasonable given the development proposal or the measures proposed by the applicant or that the property has extraordinary or exceptional physical conditions that do not generally exist.
- b. The intent of this section and the specific regulation in question is preserved.
- c. The granting of the Administrative Relief will not result in an adverse impact on surrounding properties.

APPEAL OF ADMINISTRATIVE RELIEF DECISION

Appeal from a determination by the Planning Department for Administrative Relief shall be to the Board of Adjustment as provided for by law.

POLICIES AND EXAMPLES

1. The Planning Department recognizes that the specific landscape requirements cannot and do not anticipate all possible landscape situations. In addition, the Planning Department recognizes that there may be landscape proposals which conform to the purpose, intent, and objectives of the landscape regulations but were not anticipated in the specific regulations. Therefore, the Planning Department may grant Administrative Relief in the event of these situations and proposals.
2. The Planning Department recognizes that a proposed development of a relatively small commercial or industrial lot which was created prior to the current landscape requirements (such as lots of one (1) acre or less) may present unusual difficulties in complying with the current requirements.

The Planning Department shall attempt to balance the reasonable use of such a lot with the provision of required landscaping. This balance will be affected by the site's characteristics as well as the proposed development of the property.

The County recognizes that to allow reasonable development there should be an upper limit to the amount of a site that is required to be landscaped. As a general guideline for relatively small commercial or industrial lots (such as one (1) acre or less), the total requirements for landscaping should not exceed twenty-five (25) percent of a site.

3. The reasonable development of a site may require the granting of Administrative Relief to some or all of the requirements. Although all of the categories of landscape requirements are considered important, the Planning Department generally assigns the following priorities for compliance with landscape requirements:

First, adjacent residential uses should be buffered; an attractive appearance of the project should be provided along adjacent streets by landscaped setbacks, trees and parking lot screening;

Second, trash areas should be screened if visible by the public; the utilization of trees within the landscape is emphasized; medians in large developments are encouraged to contain landscaping to foster the visual image of a roadway;

Third, the building elevations and parking areas which form major public views of the project should be visually softened and enhanced by trees and other plantings.

Compliance with the requirements - such as the third priority above - should not be "forced" into a site design. For both visual effect and ease of maintenance, relatively few and larger landscape spaces integrated with the other elements of the site design are generally encouraged. Relatively numerous and smaller landscape spaces not integrated with the other elements of the site design are generally discouraged.

The granting of Administrative Relief should not always mean that a requirement is reduced without offsetting the relief criteria with other items. For example, the granting of a reduced setback depth should be offset by the planting of additional shrubs or other plants.

4. The written request for Administrative Relief in conjunction with a plot plan, or building permit site plan shall be submitted to the Planning Department planner reviewing the plan.

The Planning Department planner should render a decision on an Administrative Relief request within ten (10) working days after the receipt of the request and complete information.

EXAMPLES:

- E-20 Administrative Relief for a redevelopment project.
- E-21 Administrative Relief for a new development project.

EXAMPLE OF REQUEST FOR ADMINISTRATIVE RELIEF
--REDEVELOPMENT PROJECT--

(Date)

El Paso County Planning Department
27 East Vermijo
Colorado Springs, Colorado 80903

RE: REQUEST FOR ADMINISTRATIVE RELIEF

Site plan approval to obtain a building permit for a retail plaza in the C-1 zoning district at
XXXX Main Street, Security

The developer proposes to add 10,000 square feet of retail/ commercial space to an existing building containing 20,000 square feet of retail/commercial space. The property is zoned C-1 and contains three acres.

As part of this project, we will comply with the current landscape requirements of parking lot trees (Section 35.12 C.1.) and parking lot screening (Section 35.12 C.2.) for the entire center.

For the reasons stated below, we request "Administrative Relief" for the following landscaping requirements:

Request	Section	Requirement	Proposal	Justification for “Administrative Relief”
#1	35.12 B.1.a.	25’ deep landscaped setback	Construct new 10’ landscaped setback	No landscaped setback exists in current development. 25’ deep setback would not allow required parking to be provided for the existing or proposed buildings
#2	35.12 B.2.a.	25 trees in landscaped setback	Install 10 trees in landscaped setback	Provides some of required trees
#3	35.12 D.2.b.	15’ deep buffer adjacent to residential district (rear property) with opaque structure and 34 trees (1/3 of an evergreen type)	Build 6’ masonry wall, install 9 deciduous trees and 10 evergreen trees in planters ranging from 5’ – 15’ in depth	No buffer exists in current development. Existing building and service areas preclude entire continuous 15’ buffer strip
#4	35.12 E.2.a.	5% internal landscaping area and 25 trees	2% internal landscaping areas with 10 trees	Provide landscaping adjacent to <u>proposed</u> building addition. Existing development precludes any additional internal landscaping

Sincerely,

John Smith
Smith Development Company
Owner/ Developer of Property at XXXX Main Street, Security.

Planning Department's Decision

Requests #1, 3 and 4 approved

Request #2 denied as requested; Approval subject to revised site plan indicating 17 trees in required landscape setback

Signature, Planning Department Representative

Date of Decision

EXAMPLE OF REQUEST FOR ADMINISTRATIVE RELIEF
--NEW DEVELOPMENT PROJECT--

(Date)

El Paso County
Planning Department
27 East Vermijo
Colorado Springs, Colorado 80903

RE: REQUEST FOR ADMINISTRATIVE RELIEF

Plot Plan for the "Henderson Office Project" in the PBP District

The Plot Plan pursuant to this request is for the construction of a 30,000 square foot office building on three acres within the PBP zoning district.

As part of this project, we will comply with all current landscape requirements except for two requirements. For the reasons stated below, we request "Administrative Relief" for the following landscape requirements:

Request	Section	Requirement	Proposal	Justification for "Administrative Relief"
#1	35.12 B.1.	25' deep landscaped setback	Landscaped setback ranging from 20' – 30' deep	Landscape setback is reduced to 20' (20% less than the required 25') for less than ½ of the street frontage. The <u>average</u> depth of the proposed landscaped setback complies with the required depth.
#2	35.12 D.2.b.	Buffer along (entire) common property line adjacent to a residential district, including a 6' opaque structure along common property line	Propose that an opaque structure be replaced by a dense double row of evergreen deciduous trees and shrubs with an evergreen/ deciduous ratio of 1 tree per 5' of buffer length. Sections of fencing which are 50% opaque/ 50% transparent will be used. Buffer ranges from 15' – 25' in depth.	The proposed dense plantings and fence sections exceed the intent of the Ordinance to "improve the compatibility of uses" and "to screen higher intensity uses (commercial offices) from lower-intensity (including multifamily residential uses)." Most of the multifamily residential project's land near the common property line is for parking. Fence sections are proposed where apartment units are nearby.

Sincerely,

John Smith
Owner/ Developer of the “Henderson Office Project”

Planning Department’s Decision

Requests #1 and 2 approved

Signature, Planning Department Representative

Date of Decision

PART 11

NONCONFORMING USES AND DEVELOPMENT PLANS

NONCONFORMITY IN TERMS OF LANDSCAPING

A. PURPOSE AND INTENT

There may exist developments of land which were legal prior to the adoption or amendment of this Subsection, but which under the terms of the Subsection or its, amendments, are now prohibited, restricted, regulated or otherwise nonconforming. It is the intent of this Sub- section to permit these nonconformities to continue until they are voluntarily removed or brought into compliance in conjunction with a substantial change in the development. It is intended that these non- conformities will not be enlarged, expanded, or increased, except as provided in this Subsection.

It is recognized that conformance with landscaping requirements may have special problems related to the existing improvements and the scale of a proposed change to a project.

B. CONTINUATION

Landscaping not in conformity with the requirements of this Subsection, where such landscaping lawfully existed at the time such requirements became effective, may be continued except as otherwise provided in this Section.

C. EXTENSION

Nonconforming landscaping shall not be enlarged, expanded, extended or increased, except as provided in this Section.

D. PROPOSALS WHICH REQUIRE CONFORMANCE - EXISTING NONCONFORMING LANDSCAPING

Landscaping is important in improving the overall appearance of the County and increasing the compatibility of different land uses. It is recognized that landscaping is difficult to install in conjunction with relatively small increments of change in a development project (such as relatively small building additions or changes of use) for the following reasons: (1) the landscaping elements of a development project should be planned in a comprehensive and coordinated manner which is not feasible to implement with relatively small increments of change, (2) nonconformities related to landscaping are difficult to resolve where the existing improvements limit the potential for a comprehensive landscaping plan to be implemented, and (3) fragmented ownership in a development project can further reduce the potential for a comprehensive landscaping plan to be implemented with relatively small increments of change.

The existing nonconforming landscaping of a development project is permitted to continue until one of the following changes occurs:

- 1) Any new construction or addition of building floor area consisting of fifty (50) percent or more of the existing gross building floor area of the development project on the subject lot, or
- 2) Any change from a residential use to a non-residential use (or vice versa) consisting of fifty (50) percent or more of the existing gross building floor area of the development project on the subject lot.

All required landscaping shall be provided in conjunction with either of the two changes described above.

All required landscaping shall be provided in conjunction with any new development of a vacant lot or with the total redevelopment (demolition and new construction) of a lot.

POLICIES

1. Development proposals which constitute a relatively large increment of change (i.e., fifty (50) percent or more of the existing building floor area) should allow for nonconformities due to landscaping to be eliminated or at least minimized. "Administrative Relief" may be appropriate where the existing development of the site does not allow for all of the current landscape requirements to be met. In reviewing a request for "Administrative Relief", the Planning Department has the authority to evaluate whatever the beneficial aspects resulting from a proposed change outweigh the beneficial aspects of the existing development.
2. The previous approval of a development plan which is not in conformity with current landscape requirements (but which was in conformity with the requirements in effect at the time of approval) shall remain valid, unless the following change occurs:

The addition or relocation of building floor area consisting of fifty (50) percent or more of the existing gross building floor area currently approved on the development plan for the subject development project.

All current landscaping requirements shall be met if the above change is proposed.

A proposed change consisting of less floor area than described above shall not require the development plan be revised to conform with current landscape requirements.

EXAMPLES

1. An example of a requested change in a nonconforming development is provided in Part 10, "Administrative Relief."

PART 12

IRRIGATION

REQUIREMENTS

Final Landscape Plan – Irrigation Statement

Statement of the type of equipment and methods to be used to irrigate or otherwise provide water for the required landscape areas.

POLICIES

Statements regarding the proposed type of irrigation or watering method should be similar to the following guidelines:

Type of Planting	Irrigation Required	Possible Solutions
Native grass seed.	May germinate with normal precipitation if planed in late fall or early spring.	Insure sufficient moisture by temporary overhead or agricultural system
Ground covers, shrubs, and trees native to general Colorado Springs area (Pinon Pine, Ponderosa Pine, Potentilla, etc.)	May establish with normal precipitation but will most likely need temporary irrigation for one or two summers until established.	1. Small accessible areas may be hand watered. 2. Drip irrigation system, plants gradually weaned off system. 3. Overhead temporary system.
Ground covers, shrubs, and trees native to the Rocky Mountain Region (Blue Spruce, White Fir, Junipers, Mahonia Repens, etc.) and others generally considered drought-resistant (Russian-Olive, Lilac, etc.)	Temporary or permanent irrigation system.	1. Drip irrigation system – Plants gradually weaned off system. 2. Permanent irrigation system.
Ground covers, shrubs, and trees <u>not</u> native to the Rocky Mountain Region (Birch, Flowering fruit trees, Ivy, etc.).	Spring through Fall.	1. Drip irrigation system. 2. Permanent irrigation system.
Sod.	Spring through Fall.	Permanent irrigation system.

PART 13

DEFINITIONS

"Landscaping" is defined as any combination of living plants, such as trees, shrubs, vines, ground covers, flowers or grass; natural features such as rock, stone, bark chips or shavings; and structural features, including but not limited to, fountains, reflecting pools, outdoor art work, screen walls, fences, or benches.

"Landscaped Setback" is defined as a minimum required landscaping space on a private property which is adjacent to a property line common to a street right-of-way or another property. Driveways and sidewalks to afford limited access may be allowed to interrupt this required space; however, structures buildings and parking are not allowed within the setback area.

APPENDIX A

Found within this Appendix are plant materials commonly known to grow in the Colorado Springs area. The listings within the Appendix are divided into two segments: drought-resistant/ drought-tolerant and other. The utilization and thoughtful selection of drought-resistant/ drought-tolerant plant materials is being emphasized along with appropriately designed irrigation systems, redirection of natural moisture and reduced reliance on turf in favor of other ground cover.

DROUGHT RESISTANT/ DROUGHT-TOLERANT PLANT MATERIALS

TREES

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees under Power Lines
DECIDUOUS – SHADE			
Ash, Green (<i>Fraxinus pennsylvanica lanceolata</i>)	X	X	
Catalpa, Western (<i>Catalpa bignonioides</i>)	X	X	
Hackberry (<i>Celtis occidentalis</i>)	X	X	
Honey locust, Skyline (<i>Gleditsia triacanthos</i> ‘skyline’)	X	X	
Honey locust, Sunburst (<i>Gleditsia triacanthos</i> ‘sunburst’)	X	X	
Honey locust, Thornless (<i>Gleditsia triacanthos inermis</i>)	X	X	
DECIDUOUS - ORNAMENTAL			
Hawthorn, Washington (<i>Crataegus Crusgalli</i>)		X	
Golden Rain Tree (<i>Koelreutaria paniculata</i>)		X	
Locust, Globe (<i>Robinia pseudoacacia</i> ‘umbraculifera’)		X	

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees under Power Lines
Oak, Gambel's (Quercus gambelli)		X	
Olive, Russian (Elaeagnus angustifolia)		X	X
Plum, Newport (Purpleleaf) (Prunus 'newport')		X	X
EVERGREEN TREES			
Pine, Austrian (Pinus nigra)		X	
Pine, Pinon (Pinus edulis)		X	X
Pine, Ponderosa (Pinus ponderosa)		X	
Pine, Scotch (Pinus sylvestris)		X	
UPRIGHT EVERGREENS			
Upright Junipers (Juniperus scopulorum – Rocky Mountain Juniper, etc.)		X	X
(Juniperus monosperma – One-Seed Juniper, etc.)		X	X
(Juniperus virginiana – Red Cedar, etc.)		X	X

SHRUBS

Low – Less Than 4' Mature Height		
Note: These shrubs should be planted at maximum spacing of 3' for 1-gallon containers and 4' for 5-gallon containers. Shrubs enclosed with parentheses (x) must be combined with other techniques (such as berms) to achieve the required 3' height of the parking lot screen.		

	Suitable as a Parking Lot Screen	May be Credited Toward Ground Covering of Living Materials
Cotoneaster, Cranberry (Cotoneaster apiculata)	(X)	X
Coralberry, Red-Indian Current (symphoricarpos orbiculatus)	X	X
Spirea, Anthony Waterer (Spiraea bumalda “Anthony waterer”)	X	X
Spirea, Froebel (Spiraea bumalda “froebel”)	X	X
Spirea, Snowmound (Spiraea nipponica “snowmound”)	(X)	X
MEDIUM – 4’ TO 6’ MATURE HEIGHT		
Note: These shrubs should be planted at a maximum spacing of 4’ for 1-gallon containers and 5’ for 5-gallon containers		
Cotoneaster, Spreading (Cotoneaster divaricata)	X	X
Juniper, Pfitzer (Juniperus chinensis pfitzeriana) (evergreen-medium spreading)	X	X
Juniper, Pfitzer Compact (Juniperus chinensis kelleyi) (evergreen-medium spreading)	(X)	X
Juniper, Pfitzer Gold Tip (Juniperus chinensis pfitzeriara aurea) (evergreen-medium spreading)	X	X
Pine, Mugho (Pinus mughus) (evergreen-mound shape)	X	X
Snowberry, White (Symphoricarpos alba)	X	X
Spirea, Thunberg (Spriaea thunbergi)	X	X
Spirea, Vanhoutte (Spiraea vanhouttei)	X	X
TALL – OVER 6’ MATURE HEIGHT		
Note: These shrubs should be planted at a maximum spacing of 5’ in 5-gallon containers. These shrubs are usually not available or appropriate to satisfy landscape requirements in 1-gallon containers.		

	Suitable as a Parking Lot Screen	May be Credited Toward Ground Covering of Living Materials
Buckthorn, Columnar (<i>Rhamnus frangula</i> “columnaris”)	X	X
Cotoneaster, Peking (<i>Cotoneaster acutifolia</i>)	X	X
Honeysuckle, Zabels (<i>Lonicera korolkowi</i> “zabeli”)	X	X
Lilac, Common Purple (<i>Syringa vulgaris purpurea</i>)	X	X
Peashrub, Siberian (<i>Caragana arborescens</i>)	X	X
Tamarisk, Summer Glow (<i>Tamarix pentandra</i> “rubra”)	X	X

GROUND COVERS

	Maximum Spacing to Allow Credit Toward Ground Covering of Living Materials
Creeping and Spreading Junipers (<i>Juniperus horizontalis</i> – Andorra, Bar Harbor, Wilton) (<i>Juniperus Sabina</i> – Broadmoor, Tam (<i>Tamariscifolia</i>))	3’ spacing for 1-gallon containers, 4’ spacing for 5-gallon containers
Matrimony, Vine (<i>Lycium halminifolium</i>)	18” spacing for 2¼” flat-type containers, 3’ spacing for 1-gallon containers, 4’ spacing for 5-gallon containers
Shrubby Cinquefoil (<i>Potentilla fruticosa</i>)	“
Creeping Hollygrape (<i>Mahonia repens</i>)	“
Kinnikinnick (<i>Arctostaphylos uva-ursi</i>)	“
Rock Cotoneaster (<i>Cotoneaster horizontalis</i>)	“
Silver Mound, Wormwood (<i>Artemesia</i>)	“
Stonecrops, Goldmoss, Dragonblood (<i>Sedum</i> Spp.)	“

TURF GRASSES

NON-IRRIGATED AREAS

(Depends entirely on natural precipitation)

Crested Wheatgrass (*Agropyron Cristatum*)

Buffalograss (*Buchloe dactyloides*)

Blue Gramma (*Bouteloua gracilis*)

OTHER ACCEPTABLE PLANT MATERIAL

DECIDUOUS - SHADE

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees Under Power Lines
Ash, Marshall's (<i>Fraxinus pennsylvanica lanceolata</i> 'marshall')	X	X	
Ash, Mountain (<i>Sorbus aucuparia</i>)	X	X	
Buckeye, Ohio (<i>Aesculus glabra</i>)		X	
Cottonwood, Robusta (<i>Populus angulata nigra Robusta</i>)		X	
Cottonwood, Siouxland (<i>Populus deltoides</i> 'Siouxland')		X	
Honey locust, Shademaster (<i>Gleditsia triacanthos</i> 'shademaster')		X	
Horsechestnut (<i>Aesculus hippocastanum</i>)		X	
Linden, American (<i>Tilia Americana</i>)	X	X	
Linden, Greenspire (<i>Tilia cordata</i> 'greenspire')	X	X	
Linden, Redmond (<i>Tilia euchlora</i> 'redmond')	X	X	
Maple, Norway (<i>Acer platanoides</i>)	X	X	
Maple, Norway Columnar (<i>Acer platanoides</i> 'columnare')	X	X	
Maple, Schwedler (<i>Acer platanoides</i> 'schwedleri')	X	X	
Maple, Silver (<i>Acer saccharinum</i>)		X	

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees Under Power Lines
Maple, Sugar (<i>Acer saccharum</i>)	X	X	
Oak, Pin (<i>Quercus palustris</i>)		X	

DECIDUOUS - ORNAMENTAL

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees Under Power Lines
Aspen, Quaking (<i>Populus tremuloides</i>)		X	
Ash, Snowy Mountain (<i>Sorbus decora</i>)		X	
Birch, Paper White (<i>Betula papyrifera</i>)		X	
Birch, River (<i>Betula nigra</i>)		X	
Cherry, Canada Red (<i>Prunus virginiana melanocarpa</i> 'shupert')		X	
Crab, Dolgo (<i>Malus 'dolgo'</i>)		X	
Crab, Hopa (<i>Malus 'hopa'</i>)		X	
Crab, Radiant (<i>Malus 'radiant'</i>)		X	
Lilac, Japanese Tree (<i>Syringa amurensis japonica</i>)		X	
Maple, Amur (<i>Acer ginnala</i>)		X	X
Maple, Hedge (<i>Acer campestre</i>)		X	X
Maple, Norway, Globe (<i>Acer platanoides globosum</i>)		X	X

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees Under Power Lines
Poplar, Lombardy (<i>Populus nigra italica</i>)		X	
Shadowblow Serviceberry (<i>Amalanchier Canadensis</i>)		X	
Redbud (<i>Cercis Canadensis</i>)		X	

EVERGREEN TREES

	Suitable as Parking Lot Trees and Street Trees	Suitable Trees for Landscaped Setbacks, Buffers, Internal Landscaping Areas	Suitable Trees Under Power Lines
Fir, Balsam (<i>Abies balsanea</i>)		X	
Fir, White (<i>Abies concolor</i>)		X	
Fir, Douglas (<i>Pseudotsuga taxifolia</i>)		X	
Spruce, Colorado Blue (<i>Picea pungens glauca</i>)		X	
Spruce, Colorado Green (<i>Picea pungens</i>)		X	
Spruce, Norway (<i>Picea abies</i>)		X	

SHRUBS

LOW – LESS THAN 4’ MATURE HEIGHT

Note: These shrubs should be planted at maximum spacing of 3’ for 1-gallon containers and 4’ for 5-gallon containers. Shrubs enclosed with parentheses (x) must be combined with other techniques (such as berms) to achieve the required 3’ height of the parking lot screen.

	Suitable as a Parking Lot Screen	May be Credited Toward Ground Covering of Living Materials
Barberry, Japanese Green Leaf (Berberis thunbergi)	X	X
Barberry, Japanese Red Leaf (Berberis thunbergi atropurpurea)	X	X
Barberry, Crimson Pygmy (Berberis thunbergi, atropurpurea nana)	(X)	X
Currant, Alpine (Ribes alpinum)	X	X
Forsythia, Arnold Dwarf (Forsythia ‘arnold drawf’)	X	X
Honeysuckle, Emeral Mound (Lonicera xylosteum nana)	X	X
Lilac, Dwarf Korean (Syringa palibiniana)	X	X
Mockorange, Minnesota Snowfalke Dwarf (Philadelphus ‘minnesota snowflake’ nana)	X	X
Potentilla ‘Gold Drop’ (Potentilla farreri ‘gold drop’)	(X)	X
Potentilla, Jackmans (Potentilla fruticosa ‘jackmani’)	X	X
Potentilla, ‘Katherine Dykes’ (Potentilla Katherine dykes)	(X)	X
Rhododendron, P.J.M. (Rhododendron Carolinianum p.j.m.)	X	X

MEDIUM – 4’ TO 6’ MATURE HEIGHT

Note: These shrubs should be planted at a maximum spacing of 4’ for 1-gallon containers and 5’ for 5-gallon containers.

	Suitable as a Parking Lot Screen	May be Credited Toward Ground Covering of Living Materials
Almond, Pink Flowering (<i>Prunus glandulosa sinensis</i>)	X	X
Burning Bush, Compact (<i>Euonymus alatus compacta</i>)	X	X
Cherry, Purple Leaf Sand (<i>Prunus cistena</i>)	X	X
Cranberry, Compact American (<i>Viburnum trilobum compactum</i>)	X	X
Currant, Yellow Flowering-Clove (<i>Ribes odoratum</i>)	X	X
Dogwood “Isanti” (<i>Cornum stolonifera ‘isanti’</i>)	X	X
Dogwood, Variegated (<i>Cornum elegantissima</i>)	X	X
Honeysuckle, Clavey’s Dwarf (<i>Lonicera claveyi nana</i>)	X	X
Hydrangea, Annabelle (<i>Hydrangea arborescens ‘annabelle’</i>)	X	X
Hydrangeo, Peegee (<i>Hydrangea paniculata grandiflora</i>)	X	X
Hydrangea, Snowhill (<i>Hydrangea arborescens grandiflora</i>)	X	X
Lilac, Miss Kim (<i>Syringa velutina ‘miss kim’</i>)	X	X
Maple, Amur Dwarf (<i>Acer ginnala compacta</i>)	X	X
Ninebark, Dwarf (<i>Physocarpus opulifolious nana</i>)	X	X
Mockorange, Golden (<i>Philadelphus coronaries ‘aureus’</i>)	X	X
Mockorange, Lemoine (<i>Philadelphus lemoine</i>)	X	X
Privet, Golden (<i>Ligustrum obtusifolium vicaryi</i>)	X	X
Rose, Rugosa (<i>Rosa</i>)	X	X
Sumac, Fragrant (<i>Rhus Canadensis aromatica</i>)		X
Viburnum, Compact American Cranberry (<i>Viburnum trilobum compacta</i>)	X	X
Weigela, Rosea Pink (<i>Weigela florida</i>)	X	X

	Suitable as a Parking Lot Screen	May be Credited Toward Ground Covering of Living Materials
Weigela, Vanicek Red (Weigela vaniceki)	X	X
Weigela, Variegated (Weigela florida variegata)	X	X
Yew, Japanese (Taxus cuspidate) (evergreen)	X	X

TALL – OVER 6’ MATURE HEIGHT

Note: These shrubs should be planted at a maximum spacing of 5’ in 5-gallon containers. These shrubs are usually not available or appropriate to satisfy landscape requirements in 1-gallon containers.

	Suitable as a Parking Lot Screen	Credited Toward Ground Covering of Living Materials
Buffaloberry, Silver (Shepherdia, argentea)	X	X
Dogwood, Golden Twigged (Cornus stolonifera flaviramea)	X	X
Dogwood, Pagoda (Cornum alternifolia)		X
Elder, Golden (Sambucus Canadensis ‘aurea’)	X	X
Euonymus, Aldenham (Euonymus europaeus aldenhamensis)	X	X
Euonymus, Winged (Euonymus alatus)	X	X
Forsythia (Forsythia intermedia)	X	X
Honeysuckle, Tatarian White (Lonicera tatarica alba)	X	X
Lilac, French Hybrids (Syringa vulgaris cultivars)	X	X
Maple, Rocky Mountain (Acer glabrum)	X	X
Mockorange, ‘Minnesota Snowflake’ (Philadelphus Minnesota snowflake)	X	X
Mockorange, Virginalis (Philadelphus virginal)	X	X
Ninebark, Goldleaf (Physocarpus opulifolius ‘aureus’)	X	X
Oak, Gambel (Quercus ‘Gambeli’)	X	X
Spirea, False (Sorbaria sorbigolia)	X	X
Smoketree, Red Leaf (Cotinus americanus)	X	X
Sumac, Cutleaf Staghorn		X

	Suitable as a Parking Lot Screen	Credited Toward Ground Covering of Living Materials
(<i>Rhus typhina</i> 'laciniata')		
Sumac, Smooth (<i>Rhus, glabra</i>)		X
Viburnum, American Cranberry (<i>Viburnum trilobum</i>)	X	X
Viburnum, Snowball (<i>Viburnum opulus sterilis</i>)	X	X
Viburnum, Lantana (<i>Viburnum lantana</i>)	X	X

GROUND COVER

	Maximum Spacing to Allow Credit Toward Ground Covering of Living Materials
Coralberry, Hancock (<i>Symphoricarpos orbiculatus</i>)	18" spacing for 2¼" flat-type containers, 3' spacing for 1-gallon containers, 4' spacing for 5-gallon containers.
Honeysuckle, Hall's Japanese (<i>Lonicera japonica</i> 'Halliana')	"
Ivy, Ground (<i>Nepata hederacea</i>)	"
Snow-in-Summer (<i>Cerastium tomentosum</i>)	"
Ajuga, Bugle (<i>Ajuga genevensis</i>)	"
Lily of the Valley (<i>Convallaria majalis</i>)	"
Maiden Pink (<i>Dianthus deltoids</i>)	"
Moss Pink (<i>Creeping phlox</i>)	"
Periwinkle, Myrtle (<i>Vinca minor</i>)	"
Wintercreeper (<i>Euonymus fortunei</i> vars.)	"

TURF GRASSES

IRRIGATED AREAS

(Requires approximately 1" of water per week during growing season)

Kentucky bluegrasses (*Poa pratensis*)
(Common, Blend, Merian, Windsor, Adelphia, Baron)

LIMITED-IRRIGATION AREAS

(Requires 2” – 3” of additional water during growing season)

Smooth Brome (Bromus Inermis)

Western Wheatgrass (Agropyron Smithii)

Tall Fescue (Festuca arundinacea)

Alkali Grass (Pucinella distans)

NOTE: Plant materials not listed within this Appendix may be used subject to approval by the Planning Department. In such instances, the applicant shall provide information as to its hardiness, characteristics, etc. and demonstrate that the plant material selected has qualities favorable to the use intended.

References Used in Appendix “A”

1. Colorado Nurserymen’s Association, Colorado Nursery Plant Guide, 1982.
2. Kelly, George, Rocky Mountain Horticulture, 1967.
3. Sunset Books, New Western Garden Book, 1979.

APPENDIX B

LANDSCAPE PLAN REVIEW CHECKLIST

PROJECT INFORMATION

- Project Case Number (if applicable) _____
- Project Name _____
- Project Location _____
- Developer/ Address/ Telephone _____

- Consultant/ Address/ Telephone _____

- Zone District _____
- Other Information _____

FINAL PLAN REQUIREMENTS

- ☐ North Arrow.
- ☐ Indication of scale (for example, 1" = 20' or a bar scale).
- ☐ Existing and proposed contours adequate to identify and properly specify landscaping for areas needing slope protection, as well as adequate to depict any screening of parking areas (may be on separate sheet from planting plan).
- ☐ Project data information including the total square footage of the property; the square footage of the building areas, parking and other vehicular use areas, and landscape areas; the total number of open vehicular parking stalls; and the total number of proposed dwelling units in a residential development project.
- ☐ The existing/ proposed zoning of the subject property and the existing zoning on surrounding properties.
- ☐ The location of all structures, light standards, retaining walls, fences, exterior parking and loading areas, pedestrian walks or paths, pedestrian-oriented areas, vehicular drives, storm water detention areas, and other man-made elements. Detail drawings of all required structures for screening purposes.
- ☐ Delineation of corner visibility triangle areas (25' x 25').
- ☐ The location, type and size of major existing plant materials, including all trees, with information as to which such materials shall be removed and which shall be retained or relocated.

- ☐ The location, type, size, quantity and planting spacing (where applicable) of proposed plant and other landscape materials (in a legend).
- ☐ The planting size of all deciduous trees shown on the plan shall be indicated in minimum inches of caliper, measured six (6) inches above ground. The planting size of all evergreen trees shall be indicated in minimum feet of height above ground. The planting size for shrubs shall be indicated in the minimum container size in inches or gallons, as appropriate.
- ☐ All plant materials shall be shown on the plan at approximately the mature size of the materials.
- ☐ All proposed lawn areas and ground cover areas shall be identified including the types and amounts of living plant materials to be used and the size and depth of non-living materials. The manner in which any lawn areas are to be established (for example, by sodding or seeding) shall be indicated.
- ☐ Statement of the type of equipment and methods to be used to irrigate or otherwise provide water to the required landscape areas.

LANDSCAPE MATERIAL SPECIFICATIONS

The minimum planting/ installation size and characteristics of plant materials which are required by this subsection shall be as follows:

- ☐ Deciduous shade trees – One and one-half (1½) inch caliper measured six (6) inches above ground, balled and burlapped.
- ☐ Deciduous ornamental trees – One (1) inch caliper measured six (6) inches above ground, balled and burlapped.
- ☐ Evergreen trees – Six (6) feet in height above ground, balled and burlapped except Pinon Pine and Upright Junipers which are to be a minimum four (4) feet in height above ground.
- ☐ Evergreen and deciduous shrubs – One (1) or five (5) gallon size, depending on the spacing of the plants (See Appendix A of the “Landscape Policy and Design Guide”).
- ☐ Ground covers and vines – Two and one-fourth (2 ¼) inch flat-type container, one (1) gallon, or five (5) gallon size, depending on the spacing of the plants (see Appendix A of the “Landscape Policy and Design Guide”).

DEVELOPMENT REQUIREMENTS

LANDSCAPED SETBACKS (One and Two Family Projects Excluded).

- ☐ Modified area necessary for designated Urban Interchange.
- ☐ Adjacent to major arterial – Twenty-five (25) foot depth and one (1) tree per twenty (20) feet of frontage.

- ☐ Adjacent to minor arterial – Twenty (20) foot depth and one (1) tree per twenty-five (25) feet of frontage.
- ☐ Adjacent to non-arterial – Ten (10) foot depth and one (1) tree per thirty (30) feet of frontage.
- ☐ Adjacent to a non-street property zone district boundary – One (1) tree per thirty (30) feet of boundary.
- ☐ Required trees may be in a deeper setback area but must be within fifty (50) feet of streetside property line and in front of building.
- ☐ Any landscaping/ trees located in right-of-way approved by El Paso County Department of Transportation/ Colorado Department of Transportation/ other.
- ☐ Any landscaping/ trees located in right-of-way used by utilities and/or in utility easements approved by affected utility provider.
- ☐ Walls and fences which are twenty-five (25) percent or more opaque shall be no higher than three (3) feet in required setback area.

PARKING LOT LANDSCAPING

- ☐ One tree per fifteen (15) parking stalls.
- ☐ Trees and planter sizes consistent with the “Landscape Policy and Design Guide.”
- ☐ Screening to three (3) feet from streets and public views by berms or plantings along two-thirds (2/3) of frontage.

BUFFERS

Between Residential and Non-Residential Districts Separated by a Non-Arterial Street –

- ☐ Fifteen (15) foot depth, one (1) tree per fifteen (15) feet of frontage length (one-third (1/3) evergreen), seventy-five (75) percent ground covering with living materials, six (6) foot opaque structure on inside edge of buffer for screening of drive aisle, service corridor, loading and maneuvering area.

Between Adjacent Residential and Non-Residential Districts –

- ☐ Fifteen (15) foot depth, one (1) tree per twenty-five (25) feet of buffer length (one-third (1/3) evergreen), six (6) foot opaque structure (except for other intersecting buffer areas), no requirement for ground covering by living materials.

INTERNAL LANDSCAPING

- ☐ Multifamily projects: Minimum of fifteen (15) percent of site's net area, one (1) tree per five hundred (500) square feet of minimum internal landscaping area. Net area _____ square feet, fifteen (15) percent of net _____ number of trees 1/500 square feet _____.
- ☐ Non-residential projects: Minimum of five (5) percent of site's net area, one (1) tree per five hundred (500) square feet of minimum internal landscaping area. Net area _____, five (5) percent of net _____ number of trees 1/500 square feet _____.
- ☐ Location of the minimum area;
- a) Adjacent to those building elevations which form the major views of the project from adjacent streets and properties and to the users of the project, or
 - b) Within a plaza or courtyard between buildings or portions of buildings, or
 - c) In a space provided to separate building areas from parking areas, or
 - d) In a similar location which substantially conforms to the stated purpose of the required internal landscaping area (see above), if approved by the Planning Department.
- ☐ Fifty (50) percent ground covering by living materials.

OTHER REQUIREMENTS

- ☐ Seventy-five (75) percent ground covering by living materials unless otherwise permitted.
- ☐ Avoids conflict with traffic visibility requirements.
- ☐ Artificial plants prohibited.
- ☐ Elm genus prohibited.
- ☐ Box Elder, Salix, Populus not allowed within twenty-five (25) feet of street right-of-way (except Aspen and Cottonless Cottonwood).
- ☐ Does not interfere with utilities, easements, fire hydrants.
- ☐ Refuse collection areas screened from adjacent streets and public views.
- ☐ Loading docks, vehicle repair bays, vehicle fueling areas screened from view from adjacent streets and public views.
- ☐ Landscape materials provided to curb line similar to materials of the front yard area.

ADMINISTRATIVE RELIEF (If Requested)

- ☐ Written request submitted to Planning Director for building permit site plan or to reviewing Planner for Development Plan.
- ☐ Approved or denied.

SPECIAL ACKNOWLEDGEMENT

The El Paso County Planning Department takes note in acknowledging the City of Colorado Springs Planning Department for their cooperation and allowing the utilization of portions of their Design Guide to be included within the County's Manual.

This Landscape Policy & Design Manual endorsed by the Board of County Commissioners on May 26, 1988.