



**SECTION C: LANDSCAPE PACKAGE SUBMITTAL CHECKLIST**

Applicant to indicate compliance with requirements. Include notes if necessary.

SUBMITTAL REQUIREMENTS	Y/N	APPLICANT NOTES	STAFF NOTES
<b>1. PROJECT INFORMATION</b> (complete above or equivalent)			
A. Date.			
B. Applicant name and information.			
C. Owner name and information.			
D. Project address.			
E. Total landscaped area.			
F. Project type.			
G. Water supply type.			
H. Signed certification statement.			
I. Completed checklist of documents in package.			
<b>2. WATER EFFICIENT LANDSCAPE WORKSHEET</b> (use city form)			
A. Hydrozone Information Table.			
B. Water Budget Calculations for Maximum Applied Water Use and Estimated Total Water Use.			
<b>3. SOIL MANAGEMENT REPORT</b>			
A. Includes soil analysis.			
B. Recommendations incorporated into landscape plans.			
C. Copy of report provided in the landscape package.			
D. Or copy to be provided with Certificate of Completion per ordinance and dept. approval.			
<b>4. LANDSCAPE PLAN</b>			
<b>Plant Material</b>			
A. Uses appropriate plants so that Estimated Total Water Use does not exceed Maximum Applied Water Allowance.			
B. Plants are grouped by hydrozone.			
C. Plant materials list/information (botanical & common name, plant symbols, container size, plant spacing & quantities).			

<b>SUBMITTAL REQUIREMENTS</b>	<b>Y/N</b>	<b>APPLICANT NOTES</b>	<b>STAFF NOTES</b>
D. Turf is not allowed on slopes greater than 25%.			
<b>Water Features</b>			
E. Recirculating water system is used for water features.			
F. Recycled water is used for decorative water features if available.			
G. Surface area of water feature is included as high water use hydrozone for calculations.			
<b>Mulching and Amendments</b>			
H. Minimum 2" mulch or bark.			
I. Stabilizing mulch used on slopes.			
J. Mulching portion of seed/mulch slurry in hydro-seeded applications meets mulching requirements.			
K. Soil amendments incorporated according to soil report recommendations.			
<b>Plan Requirements</b>			
L. Designate and label hydrozones (low, moderate, high, mixed-use).			
M. Identify recreational areas.			
N. Identify areas dedicated to edible plants.			
O. Identify areas irrigated with recycle water.			
P. Identify mulch type and depth.			
Q. Identify soil amendments, type & quantity.			
R. Identify water features & surface area.			
S. Delineate property lines, utilities, easements, streets, driveways, other paved surfaces & pervious/non-pervious hardscapes.			
T. Identify stormwater best management practices.			
U. Identify rain catching or rain harvesting improvements.			
V. Identify buildings, structures and pad elevations (if not provided on grading plan).			
W. Identify "Special Landscape Areas" if any.			

SUBMITTAL REQUIREMENTS	Y/N	APPLICANT NOTES	STAFF NOTES
X. Identify natural features to remain (rock outcroppings, trees, etc.).			
Y. Include statement: <i>“I have complied with the criteria of the ordinance and applied them for the efficient use of water in the landscape design plan.”</i> with signature/date of landscape architect, contractor, or authorized person.			
<b>5. IRRIGATION PLAN</b>			
A. Dedicated water meters recommended on landscape areas smaller than 5,000 sq. ft.			
B. Uses automatic irrigation controllers utilizing evapotranspiration or soil moisture sensor data.			
C. Designed to optimal dynamic pressure (Booster pumps or pressure regulators shall be used to achieve required dynamic pressure).			
D. Includes rain/freeze/wind sensors, as appropriate.			
E. Includes manual shut off valves.			
F. Includes backflow prevention devices.			
G. Designed to prevent low head drainage & no overspray or runoff.			
H. Uses information from the Soil Management Report.			
I. Conforms to hydrozones indicated on landscape plan.			
J. Designed to achieve minimum irrigation efficiency of 0.71.			
K. Uses low volume irrigation in mulched planting areas			
L. Matched precipitation rates for heads and emission devices.			
M. Uses optimal sprinkler spacing.			
N. Swing joints or other riser protection for used on risers adjacent to high traffic areas.			
O. Uses check or anti-drain valves.			

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P. Low flow or subsurface irrigation for turf strips or other areas less than 8 feet in width (MSMTR heads acceptable with 6" setback)			
Q. Sprinkler heads setback 24" from hardscape? If not, are they:			
i.	Adjacent hardscape permeable?		
ii.	Adjacent impermeable hardscape designed to drain entirely to landscaping?		
iii.	Alternative design or technology specified to minimize overspray/runoff? (such as MSMTR heads with 6" setback)		
R.	Maximum 0.75 inch per hour precipitation rate for slopes greater than 4:1		
S.	Each valve irrigates hydrozone with similar conditions.		
T.	Sprinkler head and emission devices are appropriate for the plant type within the hydrozone.		
U.	Trees are placed on separate valves from shrubs, groundcovers and turf, where feasible.		
V.	Designate hydrozone areas and designate areas irrigated by each valve.		
W.	Location & size of water meters.		
X.	Type & size of all irrigation system components.		
i.	Irrigation controller type (soil-moisture based, weather-based, or other self-adjusting controller).		
ii.	Main and lateral lines.		
iii.	Valves.		
iv.	Sprinkler head location/type		
v.	Moisture sensing devices (soil and or rain).		
vi.	Quick couplers.		
vii.	Pressure regulators.		

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viii. Backflow devices.			
ix.			
Y. Indicate static water pressure at connection point to water supply			
Z. Indicate flow rate (gallons/minute).			
AA. Indicate application rate (inches/hour).			
BB. Indicate design operating pressure (per square inch).			
CC. Indicate recycled water irrigation systems.			
DD. Include statement: <i>"I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the irrigation design plan."</i> with signature/date of landscape architect, irrigation designer, landscape contractor, or other authorized person.			
<b>6. GRADING/DRAINAGE PLAN</b>			
A. Height of graded slope			
B. Drainage patterns			
C. Proposed underground and in-ground drainage improvements			
D. Pad elevations			
E. Finish grade			
F. Stormwater retention or treatment improvements, if any			
G. Include statement with signature/date: <i>"I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the grading design plan."</i>			

**Certificate of Compliance Requirement.**

Please note that prior to final, a complete Certificate of Compliance form for landscape projects with the required information must be submitted to the Community Development and Sustainability Department for review and approval.