

## #4 Landscape Plan Requirements

Four (4) copies of the landscape plan, drawn to a decimal scale. **All large maps must be folded to fit into an 8 1/2 x 14-inch envelope with the application name of the plan showing.** The landscape plans must include the following information:

1. Property lines
2. Lot dimensions
3. North arrow and engineering scale (only use one of the following scales: 1"=10', 1"=20', or 1"=30'- site plan and landscape plan must use the same scale)
4. Proposed and existing building locations
5. All areas designated as undeveloped or for future development
6. All existing and proposed public and private roads, driveway accesses and road right-of-ways with dimensions and road names, including curbs and gutters, sidewalks and/or edges of pavement. Include all existing driveways within 300 feet of the subject property on both sides of all streets, in both directions along public street frontages.
7. All easements (access, utility, railroad, stormwater, etc.). Indicate type and dimensions
8. Location of existing and proposed fire hydrants on site
9. All major manmade or natural features (gully, railroad tracks, etc.)
10. Types of uses on all abutting property
11. Water features or wetlands, including but not limited to, lakes, ponds, saltwater, year-round or seasonal streams, creeks, wetlands, gully or natural drainage way, drainage ditches, etc.
12. Location of proposed landscape areas (include dimensions of all landscape areas inside of curbing)
13. Location of all curbing and paved and gravel areas (include dimensions and calculations of total square footage of paved and gravel areas)
14. Parking areas and parking stalls (include dimensions of stalls and drive aisles and calculations of total square footage of area)
15. Outside storage areas (include calculations of total square footage of area)
16. Proposed location of trash dumpster (show fencing and landscape details)
17. Location, dimensions and surfacing of pedestrian sidewalks, walkways and paths
18. Proposed fences (type and height)
19. Location of overhead loading doors (indicate dock-high or ground level) and man-doors
20. Location and/or arrangement of proposed plantings (show actual location of individual plants except for groundcover)
21. Existing natural vegetation to be incorporated into formal planting areas (specify type, size and quantity)
22. Sight distance triangles for all driveway locations and across the corners of properties at street intersections. Show the location and type of potential sight obstructions including height of vegetation.
23. Cross section of typical planting and berm areas

24. Location of biofiltration areas
25. Cross section drawing of biofiltration areas if slopes contain landscape plantings\*\*\*\*(see note on Pg. 2)
26. Total square foot area in landscaping (list area of perimeter, parking lot , other required landscaping and total landscaping area)
27. Percentage of parcel in open space (for multi-family developments only)
28. Planting schedule:
  - (a) Plant Type (both common name and botanical name)
  - (b) Amount / Number of Plants
  - (c) Caliper size of deciduous trees (as measured by nursery industry standard at six (6) inches above grade)
  - (d) Height of conifer trees and shrubs
  - (e) Spacing of proposed plantings
  - (f) Gallon sizes of shrubs and groundcover
  - (g) Physical specifications of plants
  - (h) Planting and staking drawings and details for deciduous and evergreen trees
29. If existing trees of 6 or more inches in caliper at 3 feet above grade are located on the site, provide four (4) copies of an existing tree survey, drawn to a decimal scale. **All large maps must be folded to fit into an 8 1/2 x 14-inch envelope with the application name of the plan showing.** The tree survey must illustrate:
  1. The precise location of all trees that are six (6) inches caliper or greater at three (3) feet above grade (forestry standard), including the location of the drip line of each tree
  2. The caliper size of each tree at three (3) feet above grade (forestry standard)
  3. The common name of each tree (i.e. fir, spruce, maple, alder, etc.)
  4. Specify which trees are intended to be retained or removed with development
  5. The tree survey must address each tree location in relation to all existing and proposed development on the site including, but not limited to, the following information:
    - (a) Property lines with lot dimensions.
    - (b) Proposed and existing building locations
    - (c) All existing and proposed public and private roads, driveway accesses and road right-of-ways and easements (access, utility, stormwater, etc.), with dimensions and road names, including curbs and gutters, sidewalks and/or edges of pavement.
    - (d) Location of all parking areas, vehicle loading and unloading areas, other paved areas, fences, trash dumpsters, outdoor storage areas, and areas reserved for future development.
    - (e) Location of all utilities, stormwater detention facilities and other development requiring tree removal
    - (f) Location of all proposed landscape areas

**\*\*\*\*Please note that landscaping in or near biofiltration areas and/or other stormwater detention facilities may be subject to additional requirements by the Public Works Department.**