

## Landscape Documentation Package Review

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### A. Project Location

Project Street Address \_\_\_\_\_

Project City, State, Zip \_\_\_\_\_

Parcel or lot number(s) if available \_\_\_\_\_

### B. Application Information

Submittal Date \_\_\_\_\_

Application Number \_\_\_\_\_

### C. Applicant Information

Applicant Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

### D. Property Owner (or Designee) Information

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

## E. Project Type & Size

*The information in this section must be provided in an annual report from the permitting agency to the State Department of Water Resources.*

Total Landscape Area \_\_\_\_\_

- ☐ New Construction      or      ☐ Renovation/Rehabilitation
- ☐ Public      or      ☐ Private
- ☐ Single-family Residential
- ☐ Stand-alone Dwelling
- ☐ Landscape Architect/Designer
- ☐ Home Owner Installed
- ☐ Production Homes, Number of Units: \_\_\_\_\_
- ☐ Commercial/Institutional
- ☐ Cemetery
- ☐ Multifamily Residential      Number of Units: \_\_\_\_\_

## F. Water Supply Type

Types of water used for irrigation (Check all that apply)

- ☐ Potable
- ☐ Recycled water from a municipal source
- ☐ Well water
- ☐ On-site greywater
- ☐ On-site rainwater

Name of Water Purveyor (if applicable) \_\_\_\_\_

## G. Landscape Documentation Package Submittals

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Project Information	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Water Budget/Water Use Calculator	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Soil Management Report (if significant mass grading is planned, submit after construction)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Landscape Design Plan, plant legend and specifications	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. The following statement is on the plan and signed by the appropriate party: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the Landscape Design Plan."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Irrigation Design Plan	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. The following statement is on the plan and signed by the appropriate party: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the Irrigation Design Plan."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. Hydrozone Plan (see Irrigation Design Plan or Landscape Design Plan)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7. Grading Design Plan	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. The following statement is on the plan and signed by the appropriate party: "I have complied with the criteria of the ordinance and applied them for the efficient use of water in the grading design plan."	<input type="checkbox"/>	<input type="checkbox"/>

"I agree to comply with the requirements of the Water Efficient Landscape Ordinance and submit a complete Landscape Documentation Package"

Signature: \_\_\_\_\_

Signed by licensed landscape architect or licensed landscape contractor

## H. Water Budget/Water Use Calculator

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. The Estimated Total Water Use (ETWU) does not exceed the Maximum Applied Water Allowance (MAWA) § 492.6 (a)(1)(A)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. ET adjustment factor (ETAF) is 0.55 for residential projects or 0.45 for non-residential projects	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Reference Evapotranspiration (ETo) is correct for geographic area (Appendix A - Reference Evapotranspiration (ETo) Table § 492.4 (a)(1))	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Majority of landscape area should have plant factors of low to moderate (0.1 - 0.6)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Verify that Special Landscape Areas (SLA's) have an ETAF of 1.0	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. Cross check that SLA's are identified on the landscape plans as areas dedicated solely to edible plants, recreational areas, or areas/water features irrigated with recycled water.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7. If swimming pools are in landscape plans, verify the following in the water budget/water use calculator for:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Residential single family homes: Check that plant factor used = 1.0 and irrigation efficiency = 1.0	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Non-residential projects and recreational areas of common interest residential developments: Pools may be included as an SLA	<input type="checkbox"/>	<input type="checkbox"/>

## I. Soil Management Report

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Attach soil analysis report of the soil in planting areas from a soil lab if there is no mass grading during construction (otherwise submit report after construction with Certificate of Completion)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. The soil sample follows laboratory protocol and includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Soil texture	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Infiltration rate	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. pH	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Total soluble salts	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Sodium	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Percent soil organic matter	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Amendment recommendations	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	l. Including use of compost at a minimum of 4 cubic yards per 1,000 sf, OR at a rate sufficient to bring soil organic matter up to 6% by dry weight	<input type="checkbox"/>	<input type="checkbox"/>

## J. Hydrozones (see Landscape Design Plan or Irrigation Design Plan)

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Hydrozone information on the water budget/water use calculator matches landscape plans	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Hydrozones are delineated and marked by number, letter or other designation	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Hydrozones are identified as low moderate, high water or mixed water use	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. No hydrozone has a mix of high (PF = 0.7 – 1.0) and low (PF= 0.1 – 0.3) water use plants.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. No plant with a plant factor 0.7 or greater is located in street medians	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Water features shown on landscape plans are included as high water use hydrozones in the plans and in the water budget/water use calculator	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Temporarily irrigated areas are included in the low water use hydrozones on the plans and on the water budget/water use calculator	<input type="checkbox"/>	<input type="checkbox"/>

## K. Landscape Design Plan

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Plant legend lists common name, botanical name, quantities, mature plant size, water use or plant factor of each plant, and source of information for plant water use	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Hardscapes are labeled as pervious or non-pervious	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Stormwater treatment areas, including type, size and installation details, are labeled as applicable	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Rain harvesting or catchment technologies are labeled as applicable	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Graywater discharge piping, system components and area(s) of distribution are labeled as applicable	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. If SLA's are on the water budget/water use calculator, verify that the plans note the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Recreational areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Areas dedicated solely to edible plants	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Areas irrigated with recycled water, if applicable	<input type="checkbox"/>	<input type="checkbox"/>

## L. Water Features (skip if not included)

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Water features are shown, including type and surface area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Notes state “recirculating water systems shall be used for water features”	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Use of recycled water is noted where used	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Single-family residential projects only: new swimming pools are shown as water features and included in water use calculations as a high water use hydrozone	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. All other projects: new swimming pools are shown as water features and identified as an SLA	<input type="checkbox"/>	<input type="checkbox"/>

## M. Soil, Compost and Mulch

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Mulch: Check that 3 inches of recycled content mulch is specified on planting soil in plans or notes. Exceptions:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Up to 5% of the landscape area may be left bare to provide habitat for ground dwelling pollinators	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. No mulch is required in turf areas or direct seeding applications	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. If hydroseeding, the mulching portion of the slurry meets the mulch requirement	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. If wood mulches are prohibited by local fire regulations	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Recycled content mulch is aged tree trimmings, arbor mulch, pallet mulch or composted mulch.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Compost: Check notes or specifications to verify quality organic compost (CDFA-registered Organic Compost or OMRI-certified Compost) is applied at a minimum rate of 4 CY/1,000 sf or at a rate to bring soil organic matter up to 6% by dry weight as indicated in Soil Report	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Construction documents specify that compost is incorporated at least 6 inches deep	<input type="checkbox"/>	<input type="checkbox"/>

## N. Invasive Plants

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Invasive Plants: Plant legend shows no plant species listed by the California Invasive Plant Council’s “Don’t Plant a Pest” brochure as invasive in the San Francisco Bay Area <a href="http://cal-ipc.org/landscaping/dpp/">http://cal-ipc.org/landscaping/dpp/</a>	<input type="checkbox"/>	<input type="checkbox"/>

## O. Planting

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Plant factors used on the plant legend are noted from WUCOLS or approved horticultural researchers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Mature plant spread is noted for each species as well as the published third-party reference	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Plants located adjacent to buildings, sidewalks, roads or obstructions are installed to accommodate their minimum spread according to the plant legend	<input type="checkbox"/>	<input type="checkbox"/>

## P. Irrigation Design Plan

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Check for the following notes on the irrigation plans:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. "Pressure regulating devices are required if water pressure is below or exceeds the recommended pressure of the specified irrigation devices."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. "Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. "Irrigation system is designed to prevent runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Automatic irrigation controllers that are ET-based or soil moisture-based	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Sensors that shut off the irrigation controller during unfavorable weather conditions - sensors for rain, freezing temperatures (if necessary), and wind (if necessary)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Location, type and size of the following:		
<input type="checkbox"/>	a. Water meters	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Main lines	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Lateral lines	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Quick couplers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Valves (stations), including:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. Flow rate (gpm)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. Application rates (in/hr)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	III. Design operating pressure (pounds per square inch) for each station	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Sprinkler heads	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Backflow prevention devices	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Manual shut-off valve (gate, ball, butterfly valve) located as close as possible to the point of connection	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. Master shut-off valve. Exception: Individual control of individually pressurized sprinklers in a system with low pressure shut down features	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7. Projects with 5,000 sf or greater total landscape area have flow sensors	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	8. Check that a dedicated water meter or submeter for the landscape is installed as applicable. Applicability:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Non-residential projects: Greater than 1,000 sf landscape area	<input type="checkbox"/>	<input type="checkbox"/>

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	b. Residential projects: Greater than 5,000 sf landscape area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	9. Cross-check landscape plan and irrigation plan to verify that low volume irrigation (drip, drip lines, and bubblers) are used in mulched planting areas (no spray irrigation)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	10. Check that planting areas less than 10 feet in width are irrigated with subsurface irrigation or other means that produce no runoff or overspray	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	11. Check irrigation plans to verify that no spray heads are located within 24 inches of non-permeable surface	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	12. Irrigation plans show trees are on separate valves	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	13. Irrigation plans show biotreatment areas are on separate valves	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	14. Irrigation design matches hydrozones shown on Hydrozone and/or Landscape Design Plan	<input type="checkbox"/>	<input type="checkbox"/>

"I have complied with the criteria of the ordinance and applied them accordingly for the efficient use of water in the Irrigation Design Plan."

Signature: \_\_\_\_\_

Signed by licensed landscape architect, certified irrigation designer or licensed landscape contractor



## Q. Grading Design Plan

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Check the grading plan for the finished configurations and elevations of the landscape area including:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Height of graded slopes	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Drainage patterns	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Pad elevations	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Finish grade	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Stormwater retention improvements (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. On slopes greater than 25%, cross-check the Grading Design Plan and Irrigation Design Plan to verify:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Slopes are not irrigated with an application rate exceeding 0.75 inches per hour	<input type="checkbox"/>	<input type="checkbox"/>

## R. Required Statements and Certification

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Check for the following notes on plans:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. "A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. "A Certificate of Completion shall be filled out and certified by either the designer of the landscape plans, the designer of the irrigation plans, or the licensed landscape contractor for the project."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. "An irrigation audit report shall be completed at the time of final inspection."	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. "A landscape waste diversion plan shall be completed and submitted with the Certificate of Completion."	<input type="checkbox"/>	<input type="checkbox"/>

## S. Additional Submittals

**Applicant: Be prepared to provide these additional submittals at completion of landscape construction:**

1.	Certificate of Completion
2.	Landscape Diversion Report (can be submitted separately if building construction is a part of the project)
3.	"As-builts" or record drawings, if changes were made to approved landscape documents
4.	Irrigation schedule, landscape maintenance schedule, landscape irrigation audit report
5.	Soil Management Report if not submitted previously
6.	For projects 500 to 2,500 sf complying with Appendix D
a.	Prescriptive Path (Appendix D) Checklist
b.	Landscape Design Plan

# Required Changes, Questions and Comments

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For Agency

Date Reviewed

Follow-up Required

Item #	Required changes, questions or comments	Resolved

*This document was developed by:*



## Prescriptive Path (Appendix D) Checklist

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*For projects with less than 2,500 sf of total landscape area.*

### A. Project Information

Submittal Date	_____
Application Number	_____
Project Address	_____
Project Type*	<input type="checkbox"/> Residential <input type="checkbox"/> Non-residential
Applicant Name	_____
Applicant Email	_____
Applicant Phone	_____
Property Owner Name	_____
Property Owner Email	_____
Property Owner Phone	_____
Water Supply Type	_____
Water Supplier	_____
Total Landscape Area (sf) * †	_____
Total Turf Area (sf)	_____
Total Non-turf Planting Area (sf)	_____

\* Information required in an annual report to the State Department of Water Resources from the permitting agency.

† Total landscape area equals all the irrigated planting areas, turf and water features and does not include the building footprint or hardscapes such as sidewalks, patios, parking lots or driveways.

## B. Landscape Design Plan

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Attach a landscape plan indicating the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Turf areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. High water use planting areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Moderate water use planting areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Low water use planting areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Water features including swimming pools	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Edible planting areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Areas irrigated with recycled water	<input type="checkbox"/>	<input type="checkbox"/>

## C. Soil

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Incorporate compost at a rate of at least 4 cubic yards per 1,000 square feet to a depth of 6 inches into the landscape area (unless contra-indicated by a soil test).  This project will apply _____ cubic yards of compost	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. A minimum 3-inch layer of recycled mulch shall be applied on all exposed soil surfaces of planting areas except turf areas, or direct seeding applications where mulch is contraindicated	<input type="checkbox"/>	<input type="checkbox"/>

## D. Plants

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Plant material shall comply with the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Residential projects only:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. 75% of landscape area shall consist of plants that use little or no summer water (WUCOLS plant factor of 0.3 or lower), excluding edibles or areas using recycled water.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. No more than 25% of the landscape area will be planted with high water using plants	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Non-residential projects only (including multifamily residential):	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. 100% of the landscape area shall consist of plants that use little or no summer water (WUCOLS plant factor of 0.3 or lower), excluding edibles or areas using recycled water	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. No invasive plants are planted. No plant species listed by the California Invasive Plant Council's "Don't Plant a Pest" brochure as invasive in the San Francisco Bay Area shall be planted.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. The use of turf shall comply with all of the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. In nonresidential areas, turf is not used	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. In residential areas:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. Turf, high water use plants, and water features shall, combined, not exceed 25% of the landscape area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. Turf shall not be planted on slopes which exceed a slope of 1 foot vertical elevation change for every 4 feet or horizontal length	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	III. Turf is prohibited in parkways less than 10 feet wide. Exception: Parkway is adjacent to a parking strip and used to exit and enter vehicles AND turf is irrigated with subsurface irrigation	<input type="checkbox"/>	<input type="checkbox"/>
	<p><i>WUCOLS plants database can be found online at: <a href="http://ucanr.edu/sites/WUCOLS/">http://ucanr.edu/sites/WUCOLS/</a></i></p> <p><i>"Don't Plant a Pest" brochure can be found at <a href="http://cal-ipc.org/landscaping/dpp/">http://cal-ipc.org/landscaping/dpp/</a></i></p>		

## E. Irrigation

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Automatic irrigation controllers are required and must use evapotranspiration or soil moisture data and utilize a rain sensor.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Pressure regulators are installed on the irrigation system to ensure dynamic pressure of the components are within the manufacturer's recommended pressure range.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Manual-shut-off valves (such as gate, ball or butterfly valves) are installed as close as possible to the point of connection of the water supply.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. All irrigation emission devices must meet the requirements set in the ANSI standard ASABE/ICC 802-2014 "Landscape Irrigation Sprinkler and Emitter Standard." All sprinkler heads installed must have a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Areas less than 10 feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. For non-residential projects with landscape areas of 1,000 sf or more, private sub-meter(s) to measure landscape water use shall be installed.	<input type="checkbox"/>	<input type="checkbox"/>

## F. Signature

I agree to comply with these Simplified Compliance requirements for the Water Efficient Landscape Plan Review.

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Signature of Applicant or Property Owner or authorized representative

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Date

## Irrigation Audit Checklist

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### A. Project & Auditor Information

Inspection Date \_\_\_\_\_

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

Application Number \_\_\_\_\_

Irrigation Auditor Name \_\_\_\_\_

Irrigation Auditor Company \_\_\_\_\_

Irrigation Auditor Address \_\_\_\_\_

Irrigation Auditor Phone Number \_\_\_\_\_

Irrigation Auditor Email \_\_\_\_\_

Auditor Certified by:

- ☐ Irrigation Association
- ☐ EPA WaterSense program
- ☐ Other: \_\_\_\_\_

Note: For large projects or projects with multiple landscape installations (i.e. production home developments), an auditing rate of 1 in 7 lots or approximately 15% satisfies the audit requirement.



## B. Audit Report

APPLICANT	ITEM	FOR AUDITOR	
		PASS	FAIL
<input type="checkbox"/>	1. Separate landscape customer service water meter or private submeter has been installed as applicable:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Non-residential projects: Greater than 1,000 sf landscape area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Residential projects: Greater than 5,000 sf landscape area	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. The irrigation audit report includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. System inspection	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Inspect for leaks	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. System tune-up	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Test the operating pressure of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Test to determine distribution uniformity	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Test to determine precipitation rate of representative overhead irrigation valves	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Confirm matched precipitation rates on valves with sprinkler heads, rotors and other emission devices	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	h. Report of any overspray or broken irrigation equipment	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	i. Report of overspray or run off that causes overland flow	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	j. Written recommendations to improve performance of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	k. Preparation of an irrigation schedule, including configuring irrigation controllers with application rate, soil types, plant factors, slope, exposure and any other factors necessary for accurate programming	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	l. Other:	<input type="checkbox"/>	<input type="checkbox"/>

## C. Irrigation Equipment

APPLICANT	ITEM	FOR AUDITOR	
		PASS	FAIL
<input type="checkbox"/>	1. Irrigation equipment is installed (location, type and size) as shown in the approved plans:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Automatic controller is ET-based or soil moisture-based and includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. Irrigation scheduling parameters	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. Hydrozone map	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Sensors installed include rain, frost (if necessary) and wind sensors (if necessary)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Point of connection includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. Backflow prevention devices (if necessary)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. Manual shut-off valve (gate, ball, butterfly valve)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	III. Master shut-off valve	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	IV. Flow sensor for landscapes over 5,000 sf only	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Valves (station)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	I. Flow rate (gpm)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	II. Application rates (in/hr)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	III. Design operating pressure:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. If static pressure is above or below required dynamic pressure of the system, pressure-regulating devices are installed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Main and lateral lines	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Sprinkler heads	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. No spray heads within 24 inches of non-permeable surface	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Sprinkler heads and other emission devices have matched precipitation rates	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Swing joints or other riser protection provided in high traffic areas and areas near hardscape	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Low volume irrigation (drip, drip lines, and bubblers) is used in mulched planting areas (no spray irrigation) and in areas less than 10 feet wide	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Slopes greater than 25% are irrigated with an application rate not exceeding 0.75 inches per hour	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. Runoff, low head drainage, overspray, or other similar conditions where irrigation water flows onto non-targeted areas are prevented	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7. Check valves or anti-drain valves are installed to prevent low head drainage	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	8. Pressure regulating devices are used if the static water pressure at the connection of the public water system does not match the water pressure needs of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	9. Check irrigation legend and manufacturer's online data that sprinkler heads and other emission devices have matched precipitation rates	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	10. Confirm that swing joints or other riser protection are provided in high traffic areas and areas near hardscape	<input type="checkbox"/>	<input type="checkbox"/>

## D. Hydrozones

APPLICANT	ITEM	FOR AUDITOR	
		PASS	FAIL
<input type="checkbox"/>	1. Match on the landscape plan and irrigation plan	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Are irrigated by valves with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Trees are on separate valves	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. Biotreatment areas are on separate valves	<input type="checkbox"/>	<input type="checkbox"/>

## E. Water Features

APPLICANT	ITEM	FOR AUDITOR	
		PASS	FAIL
<input type="checkbox"/>	1. Use recirculating water systems	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Use recycled water if available	<input type="checkbox"/>	<input type="checkbox"/>

## F. Irrigation Schedules

APPLICANT	ITEM	FOR AUDITOR	
		PASS	FAIL
<input type="checkbox"/>	1. Irrigation schedules have been developed, managed, and evaluated to utilize the minimum amount of water required to maintain plant health. Irrigation schedules shall meet the following criteria:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Irrigation scheduling is regulated by automatic irrigation controllers	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Overhead irrigation is scheduled between 8:00 p.m. and 10:00 a.m. unless weather conditions prevent it	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Irrigation schedules shall be regulated by automatic irrigation controllers using current reference evapotranspiration data (e.g., CIMIS) or soil moisture sensor data	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. The irrigation schedules have been developed to include the parameters used to set the automatic controller and are submitted for each of the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Plant establishment period	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Established landscape	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Temporarily irrigated areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Each irrigation schedule includes the following that apply for each station (valve):	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Irrigation interval (days between irrigation)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Irrigation run times (hours or minutes per irrigation event to avoid runoff)	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Number of cycle starts required for each irrigation event to avoid runoff	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Amount of applied water scheduled to be applied on a monthly basis	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Application rate setting	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Root depth setting	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Plant type setting	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	h. Soil type	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	i. Slope factor setting	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	j. Shade factor setting	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	k. Irrigation uniformity or efficiency setting	<input type="checkbox"/>	<input type="checkbox"/>

## G. Reviewer Comments

# Landscape Inspection Checklist

Inspection Date \_\_\_\_\_

Application Number \_\_\_\_\_

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

Inspector Name \_\_\_\_\_

APPLICANT	ITEM	FOR AUDITOR			
		PASS	FAIL	CORRECTED	N/A
<input type="checkbox"/>	1. Installed planting matches Landscape Design Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. No turf on slopes over 25%	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. No turf in planting areas less than 10 feet wide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. No invasive plants are installed ( <a href="http://cal-ipc.org/landscaping/dpp/">http://cal-ipc.org/landscaping/dpp/</a> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Delivery tags/receipts for compost submitted verifying a rate of 4 CY/1,000 sf or as prescribed by soil lab recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. 3 inches of mulch installed in all non-turf planting areas, unless prohibited by fire code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7. Mulch is aged tree trimmings, pallet mulch, or composted mulch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	8. Water features as installed match Landscape Design Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	9. Rain harvesting technology as installed matches Landscape Design Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	10. Graywater system as installed matches plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Reviewer Comments:**

## Certificate of Completion

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### A. Project Information

Date	_____
Project Name	_____
Project Street Address, City and Zip	_____
Parcel or Lot Number(s) (if available)	_____
Applicant Name	_____
Applicant Job Title	_____
Applicant Company Name	_____
Phone Number	_____
Email Address	_____
Street Address, City and Zip	_____
Property Owner Name	_____
Phone Number	_____
Email Address	_____
Street Address, City and Zip	_____

#### Property Owner:

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of the Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

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Property Owner

Date

## B. Certificate of Installation

*To be signed by the signer of the Landscape Design Plan or the Irrigation Design Plan or by the licensed landscape contractor*

"I/we certify that based upon periodic site observations, the work has been completed in accordance with the ordinance and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package. As-built drawings have been provided to document any major modifications of the approved Landscape Documentation Package. Significant changes made during construction comply with the ordinance."

Contractor/Professional Signature

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Date

---

Print Name

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License Number

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## C. Irrigation Scheduling

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Irrigation scheduling is regulated by automatic irrigation controller	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Overhead irrigation is scheduled between 8 p.m. and 10 a.m.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Settings for the irrigation controller for each station include the following:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Irrigation days	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Run times	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Number of cycle starts per watering event to avoid run off	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Amount of applied water on a monthly basis	<input type="checkbox"/>	<input type="checkbox"/>

## D. Schedule of Landscape and Irrigation Maintenance

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Attach schedule of maintenance for the landscape and irrigation system per ordinance to ensure water efficiency. The attached schedule of landscape maintenance includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Routine inspection, auditing, adjusting and repair of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Aerating and dethatching turf areas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Topdressing planting areas with compost as needed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Replenishing mulch	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Pruning and weeding	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Routine inspection, auditing, adjusting and repair of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>
	<i>(Bay-Friendly Landscape maintenance manual used for the site would satisfy this requirement)</i>		
<input type="checkbox"/>	2. Attach landscape irrigation audit report	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Attach landscape irrigation audit checklist	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4. The irrigation audit was conducted by a third-party certified Irrigation Auditor professional who is not a part of the design team	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5. Irrigation items identified for repair in the audit are fixed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6. In large project or projects with multiple landscape installations (i.e. production home developments) an auditing rate of 1 in 7 lots or 15% is conducted	<input type="checkbox"/>	<input type="checkbox"/>

Complete the following sections **ONLY** if project has submitted the Landscape Documentation Package.

## E. Irrigation Audit Report

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Audit completed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Any recommended repairs have been completed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. The Irrigation Audit Report includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Inspection for leaks	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. System tune-up	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. Reporting overspray or run off	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. An irrigation schedule including configuring controller with application rate, soil types, plant factors, slope, exposure and other factors needed to increase water efficiency	<input type="checkbox"/>	<input type="checkbox"/>

## F. Soil Management Report

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Attach soil analysis report of the soil in planting areas from a soil lab if not previously submitted with the Landscape Documentation Package per ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. The soil sample follows laboratory protocol and includes:	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	a. Soil texture	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	b. Infiltration rate	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	c. pH	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	d. Total soluble salts	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	e. Sodium	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	f. Percent organic matter	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	g. Amendment recommendations	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3. Attach document(s) showing that soil analysis report recommendations were used to amend the planting soil, such as delivery tags and receipts for compost and mulch.	<input type="checkbox"/>	<input type="checkbox"/>

## G. Landscape Diversion Report

APPLICANT	ITEM	FOR REVIEWER	
		PASS	FAIL
<input type="checkbox"/>	1. Attach a construction waste management report for the project that shows at least 50% diversion of construction and demolition debris and 100% diversion of excavated soil and land clearing debris through recycling or reuse. Building debris can be used in calculations.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2. Confirm that diversion facilities where collected construction waste material was taken are identified in the waste management report.	<input type="checkbox"/>	<input type="checkbox"/>

## H. Additional Modifications

Applicant: If major modifications were made in construction from the submitted plans, attach record drawings (as-builts)

- ☐ No major modifications
- ☐ Record drawings (as-builts) attached