

## CONCEPTUAL LANDSCAPE REQUIREMENTS

### PLANTING PLANS – 1<sup>ST</sup> Round of Review – No Irrigation

- ▶ A minimum of the following **notes** should be indicated on planting plans:
  1. Soil amendment – how many lbs/1000 sq.ft. (2" layer minimum)
  2. Fertilizer – how many lbs/1000 sq.ft.
  3. Iron Sulphate – how many lbs/1000 sq.ft.
  4. How many days of plant establishment period.
  5. Continuing maintenance program guarantee by applicant.
  6. Plant tablets; need to indicate N-P-K ratio.
  7. If applicant is going to import soil for planting areas, specification on what type of soil will be used should be indicated.
  8. If you are going to use any existing native soil, the soil will need a horticultural fertility analysis to be done by a certified soil and plant laboratory.
  9. If existing trees are to be preserved, maintenance and preservation measures will need to be noted on plans.
  
- ▶ Planting should include **three basic planting elements**; TREES, SHRUBS, GROUND COVER.
  
- ▶ Typical **tree staking detail**.
  
- ▶ A minimum of **20% of all trees shall be a minimum of 24" box size**.
  
- ▶ A **minimum of one tree is required for every 5 parking stalls**. Trees shall be located in order to provide shade to the majority of the parking lot area.
  
- ▶ The **north arrow** and **scale** shall be shown on all plans.
  
- ▶ **Show all existing trees** on or adjacent to the property, either to remain or be removed.

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## FINAL LANDSCAPE PLAN REQUIREMENT

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(Submitted with Building Permit after Approval of Conceptual Landscape Plan.)

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### IRRIGATION PLANS

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- ▶ A ***separately drafted irrigation plan*** must be submitted for plan review.
- ▶ Size of ***vacuum breaker*** and ***water meter*** should be indicated, as well as ***manufacturer and model number*** of shrub heads, vacuum breaker and, automatic valve. Location of ***quick coupling valves***, with ***manufacturer model number and size*** should also be indicated.
- ▶ In addition, a minimum of the following ***notes*** should be indicated on irrigation plans: Two sets of ***planting plans*** per the above requirements. (Recommended scale 1 /20", however the scale may vary depending on the type of project).
  1. All irrigation pipe under asphalt pavement to be installed in PVC schedule 40 conduit at a 24" depth below grade, use sand for backfill in pavement area.
  2. Prior to cutting into soil, the contractor shall locate all cables, conduits, and other utilities and take proper precautions not to damage or disturb existing utilities.
  3. Pipes to be tested for leaks.
  4. Indicate irrigation manufacturer's one year guarantee.
  5. Indicate static pressure at point of connection.
- ▶ On each remote control valve, ***indicate G.P.M.'s***. Indicate all pipe sizes.
- ▶ Submit typical ***irrigation details*** (optional).
- ▶ All irrigation heads should be designed for ***head to head coverage***.

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### LANDSCAPE PLAN SUBMITTAL

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- ▶ Two sets of ***irrigation plans*** per the above requirements. (Recommended scale: should be same as planting plan)
- ▶ Complete ***Application Form***.
- ▶ ***Fee***: \$1,000 deposit for properties less than ¼ acre. \$5,000 deposit for properties equal or greater than ¼ acre.

**Please also see our attached  
"WATER CONSERVATION POLICY AND GUIDELINES".**

# WATER CONSERVATION POLICY AND GUIDELINES

## PURPOSE

*The purpose of the water conservation policy and guidelines is to promote efficient water use through proper landscape design and management. Staff may consider a relaxation of these regulations where appropriate and justified.*

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## APPLICABILITY

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These Landscape Guidelines are applicable to:

- ▶ All new, and/or rehabilitated landscaping for industrial, commercial, institutional multi-family residential uses; “common areas”<sup>1</sup>, model homes, and service stations are also included.
- ▶ Exceptions: Single-family residences, duplexes and triplexes.

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## PLANT SELECTION

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- ▶ At least 90% of the plants selected in non-turf areas shall be well-suited to the climate of the region and require minimal water once established. Up to 10% of the plants may be of a non-drought tolerant variety as long as they are grouped together and can be irrigated separately. Refer to Sources of Plant Information below.
- ▶ An additional 5% of annual plantings which are incorporated as urban design features of the site development plan, such as plant containers and strategically located on-grade accent planting areas shall be allowed. Focus planting areas with color are encouraged in the downtown area (See Urban Design Guidelines available from Planning Services).

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## SOURCES OF PLANT INFORMATION

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- ▶ **East Bay Municipal Utility District** - Phone: (510) 483-3540  
*Water Conserving Plants and Landscapes for the Bay Area*
- ▶ **Saratoga Horticulture Foundation** - Phone: (408) 779-3303  
*Success List of Water Conserving Plants and Select California Native Plants*
- ▶ **Sunset Publications** - Phone: (650) 321-3600  
New Western Garden Book, October 1988 Issue “Unthirsty 100”, *Waterwise Gardening* (1990), and updated versions.
- ▶ **University of California Div of Agriculture and National Sources**  
Native California Plants Pamphlet No.2831
- ▶ **Hoyt, Roland**  
*Ornamental Plants for Subtropical Regions*

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<sup>1</sup> For the purpose of these guidelines, a “common area” is defined as those areas in a residential development which are maintained by either a developer or a homeowner’s association.

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## TURF SELECTION AND LIMITATIONS

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The combined turf and/or water areas (i.e. pools, ponds and fountains) shall be limited to 25% of "landscaped areas".<sup>2</sup> Turf limitations do not apply to public parks, golf courses, cemeteries, and school recreation areas. Where turf is used, drought resistant varieties should be selected. A blend of turf-type tall fescue is recommended.

# LANDSCAPE GUIDELINES

***No turf shall be allowed in the following areas:***

- In median strips
- In areas less than 6 feet wide
- On slopes in excess of a five to one ratio (20% slope)

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## SOIL CONDITIONING & MULCHING

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1. ***A soils horticulture fertility analysis shall be required to be performed by a certified soil and plant laboratory and shall be submitted with all landscaping plans.*** "Substandard" soils will be amended according to report recommendations.
2. ***A minimum of two (2) inches of mulch shall be added to the soil surface after planting in non-turf areas.*** Non-porous material shall not be placed under the mulch.

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## IRRIGATION

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1. ***Sprinklers and sprays shall not be used in areas less than six (6) feet wide.*** Drip and/or bubblers are to be used in these areas. Bubblers shall not exceed one and a half (1.5) gallons per minute per device, and drip system emitters shall not exceed 1 gallon per hour per device.
2. ***To minimize runoff, sprinkler heads with a precipitation rate of eighty-five hundredths (.85) of an inch per hour or less shall be used on slopes exceeding a six to one ratio (over 15% slope), or on slopes exceeding a one to ten ratio (10% slope) within 10 feet of any hardscaping.***
3. ***No overhead irrigation systems shall be used on slopes exceeding a 2 to 1 ratio (50% slope).***
4. ***Valves and circuits shall be separated based on water use*** (shrub heads should be grouped under one valve and turf heads under another, for example).

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<sup>2</sup>For the purpose of these guidelines, a "landscaped area" is defined as the parcel area less building pad(s), driveway(s) and parking areas. Examples of landscaped areas include: Planted areas, water bodies, natural areas, and hardscape areas including patios, decks and walkways. A natural area is one occupied by mature plants, including native or acclimated plants growing on undisturbed grades, where no irrigation is provided.

5. ***Drip or bubbler irrigation systems are required for trees***, regardless if planted alone, in groundcover, or turf.
6. ***Sprinkler head spacing shall be designed for head-to-head coverage***. The system should be designed for minimum runoff and overspray onto non-irrigated areas.
7. ***Serviceable check valves are required where elevation differential may cause low head drainage*** (in order to minimize leakage from the lowest point of the irrigation system).
8. ***Sprinkler heads must have matched precipitation rates within each control valve circuit***.
9. ***All irrigation systems shall be equipped with a controller capable of dual or multiple programming***. Controllers must have multiple cycle start capacity and a flexible calendar program.
10. To ensure an ***efficient use of water***, all landscape/irrigation plans should include the following:
  - a) Estimated annual water use (in gallons) and the area (in sq. ft.) irrigated;
  - b) Precipitation rates for each valve circuit;
  - c) Monthly irrigation schedule for the plant establishment period and for the first year thereafter; and
  - d) An operating schedule/chart is to be affixed to the irrigation controller station. This schedule/chart is to be clearly marked with the timer setting for each circuit for each season. A copy of this operating schedule/chart is to be submitted before the final inspection of the project.

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### **DECORATIVE USE OF WATER**

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1. Water bodies within landscape designs are discouraged, unless they are salt water. The surface area of the portable water body shall be counted as turf in the calculations for turf limitations in landscaped areas.
2. Fountains or other types of decorative water bodies where water is sprayed in the air are discouraged, unless it can be designed as a “public visual art”. Fountains using recirculated water only, and which are designed to minimize evaporation, may be allowed. The surface area of the fountain shall be counted as turf in the calculations for turf limitations in landscaped areas.
3. Existing fountains and/or other types of decorative water bodies may be prohibited to be refilled during a City Council declared water emergency.

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## EXCEPTIONS

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- ▶ Erosion Control Measures will be given special consideration on an individual basis.
- ▶ These guidelines do not apply to reclaimed water provided by the South Bayside System Authority.
- ▶ Turf areas located in the public right-of-way (e.g. as required by Redwood Shores guidelines) are exempt from water conservation regulations.

### **WATER CONSERVATION GUIDELINES FOR EXISTING LANDSCAPES**

**GENERAL: The key to water conservation in any landscape is the use of intelligent irrigation management practices. Usually more water can be saved by improved irrigation management practices than by changing design or type of plant materials.**

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## IRRIGATION

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1. Convert manual sprinkler systems to multi-program automatic systems.
2. Watering of landscapes should be completed before 10 AM.
3. Watering of established trees and shrubs should be done once or twice a week at most.
4. Sprinkler heads on the same valve should be of the same manufacturer (matched precipitation rates and spray pattern coverage)
5. Check sprinkler system for leaks, damaged heads, poor coverage, and overspray; replace / repair if necessary.
6. Install check valves where appropriate to prevent low head drainage after system is off.
7. Replace existing spray heads in lawn with 4" pop-ups or trim as needed around existing heads to avoid blocking spray.