



# Multi-Family & Non-Residential Landscape Plan Checklist

The Landscape Plan Checklist is used to develop landscape plans to be approved by the City of Phoenix. For additional information, contact the Development Services Department, 200 West Washington Street, Phoenix, Arizona 85003, or call (602) 262-7811. See handout titled Landscape Supplement - City Maintained Landscaping only for projects where any portion may require City maintenance.

Review of: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewer: \_\_\_\_\_ Phone: \_\_\_\_\_

Needs to be addressed       OK      E-mail: \_\_\_\_\_

**I. SUBMITTAL REQUIREMENTS:**

- Three (3) sets of plans (Sheet size 24" x 36") and two (2) sets of Grading and Drainage Plans.
- Non-refundable review fee (See current fee schedule) per planting sheet.
- Delay submittal of landscape plan corrections until Inventory plans are approved and Salvage plans are submitted and approved.

**II. GENERAL INFORMATION (show following on all plans):**

- Name of project and address in title block.
- Designer or firm name, address, and phone number.
- Scale; 20 scale to 30 scale maximum.
- Vicinity Map (all projects) and Key Map (if project is over 1 sheet).
- Sheets numbered with total number of sheets, i.e., 1 of 4, 2 of 4, or L1-F4, L2-F4, etc., and sheet index key (if necessary).
- Check compliance with zoning stipulations. Write zoning case number on cover sheet.
- Provide current zoning district.

**Put the following information on the lower right hand corner of each sheet:**

- Development Services Department's KIVA # \_\_\_\_\_
- Development Services Department's CCPR# \_\_\_\_\_
- Development Services Department's SDEV # \_\_\_\_\_
- Development Services Department's SPAD # \_\_\_\_\_
- Development Services Department's LPR\_ # \_\_\_\_\_
- City Quarter Section # \_\_\_\_\_
- North arrow and scale.
- 1/8" lettering minimum (14 point size).
- Landscape architecture to be sealed by Arizona Licensed Landscape Architect (architect or civil engineer accepted if incidental to work).
- Provide signature line and information shown below:

LANDSCAPE ARCHITECT	CITY OF PHOENIX	DATE
Estimated right-of-way cost \$ _____	Estimated S.F. of landscape in right of way _____	
Maintenance by: <input type="checkbox"/> City <input type="checkbox"/> Owner	12-month approval on plans	
Total acres (or portions) landscaped areas _____		
Square Footage of Turf _____		
Date of Preliminary Site Plan Approval _____		

**III. LOCATE AND LABEL ALL:**

- ]Streets                     ]Sidewalks                     ]Buildings                     ]Right-of-way/property line  
 ]Curbs                     ]Accessible Ramps                     ]Easements                     ]Headers

- ] Three-foot walls with shrubs to screen parking, label walls with height on plan.  
 ] Sight visibility triangles: Maximum plant material mature height 24" (30" over gutter). Refer to site plan mark-ups for sight visibility triangle locations.  
 ] Show existing trees and shrubs on the plan. Salvaged landscape material is to be utilized on the site. (Obtain a list of salvage material and conservation plan from the developer.) Note if none on site.  
 ] Show location of, and screen fireline backflow preventer with 3-foot wall and shrubs 5-foot on center, or note on plans, "There is no fireline backflow preventor on this project."  
 ] Show or call out all overhead power lines and power poles, or note there are none. Call APS at 602-371-7117 (Fax 602-371-6568) or SRP at 602-236-8475 east or 602-236-4358 west for planting requirements.  
 ] Show retention and berms, and denote contours. No slopes steeper than 4:1. Slopes steeper than 4:1 require 100% live cover and jute netting. Note slope on plans. No berming in sight triangles or sight distance lines.

**IV. NOTES TO BE PLACED ON PLANS:**

- ] 1. Final building permit cannot be obtained until bonding or approved assurances is provided for the landscaping within the right-of-way.  
 ] 2. No plant substitutions, type, size, or quantity deviations from the approved landscape or irrigation plans without prior approval from the City of Phoenix Landscape Section at 602-262-7811.  
 ] 3. All plant material and specifications to conform to the Arizona Nurseryman Association standards.  
 ] 4. All right-of-way and City-required (perimeter, retention, and parking) plant material to be in compliance with the Department of Water Resources low water use plant list.  
 ] 5. Verify ownership of any plant material or irrigation located in public right-of-way Obtain permission from Parks & Recreation Department (PRD), in writing, prior to removal of any City plant material or equipment. Contact 602-262-6862.  
 ] 6. All existing trees and shrubs in right-of-way designated to remain but are damaged or destroyed will be replaced in like size and kind by the contractor. Contact the Parks & Recreation Department prior to any right-of-way plant relocations at 602-262-6862.  
 ] 7. Existing City of Phoenix irrigation shall be modified in right-of-way and connected to the new system. Maintain any through irrigation requirements. Contractor to cap off or abandon existing irrigation to plant material and provide new irrigation from project to existing right-of-way landscaping.  
 ] 8. All on-site accessible sidewalks shall be a minimum of 3 feet 0 inches wide and have a maximum slope of 1:20 with the maximum cross slope of 1:50. All curbs must provide accessible ramps pursuant to the Americans with Disabilities Act (ADA) standards.  
 ] 9. Walls are not approved as part of the landscape plan but are shown for reference only.

**V. PLANTING PLAN**

- ] Plant materials list: symbol, plant name (botanical/common), size, quantity and caliper. . Provide mix of plant material sizes consisting of 60% of trees with 2" minimum caliper and 40% with minimum 1" caliper in accordance with Arizona Nursery Association Standards. Please see your specific zoning for plant requirements. 507.3.1.2  
 ] Applied dust control products in all landscape areas: decomposed granite, river rock, ground cover, etc., to be minimum of 2" in depth; specify color.  
 ] Turf limited to 50% of landscape area. 507.3.1.13  
 ] No turf in right-of-way. (This is State law; the City of Phoenix cannot grant a variance).  
 ] Plantings in right-of-way and City-required landscaping shall be from Department of Water Resources Active Management Area plant list. 507.3.1.3  
 ] 50% live coverage in all landscape and retention areas, includes trees, shrubs, and ground cover. 507.3.1.14  
 ] Trees adjacent to pedestrian walkways should have a minimum canopy clearance of 6' 8". 507.3.1.10

- A maximum of 50 percent of the landscape setback may be used for retention.
- Preliminary landscape plan concepts and Requirements, Stipulations, Presumptions, and Considerations incorporated into plans. See attached stipulations.
- See specific zoning for required tree sizes and quantities. Drought tolerant trees to average 20' on center adjacent to perimeter of site with 5 shrubs per tree (commercial/residential subdivisions/industrial).
- Drought tolerant trees every 500 sq.ft. of landscape setback adjacent to street, with shrubs every 100 sq.ft. of landscape setback (multi-family housing).
- Show swale section adjacent to street and cross section of right-of-way.
- Provide a tree and shrub planting detail.
- Provide additional planting areas in parking lots. See specific zoning requirements. \_\_\_\_\_% required.

**VI. IRRIGATION PLAN**

- Irrigation materials list: symbol, equipment type, and size.
- Show water source or tap location. Obtain the Station Points from the engineer and place on plans for new construction or dimension existing meters or mainline P.O.C.
- Controller location, type, number of stations, etc.
- Valves location, type, and size.
- Backflow preventer location, type, size, etc.
- Show main, laterals (PVC) and pipe size.
- Show spray heads, location, and type.
- Provide sleeve pipe under drives (schedule 40). Call out size.
- Use PVC laterals with a maximum of 5' of poly tubing off of PVC. No poly laterals will be accepted.

Place irrigation pipe schedule on plan or indicate all pipe sizes on plan:

<u>Pipe size</u>	<u>Gal/Min</u>	<u>Pipe size</u>	<u>Gal/Min</u>
<input type="checkbox"/> 1/2"	0 - 5	<input type="checkbox"/> 1 1/4"	16 - 25
<input type="checkbox"/> 3/4"	6 - 10	<input type="checkbox"/> 1 1/2"	26 - 35
<input type="checkbox"/> 1"	11 - 15		

- Show any existing irrigation mainlines in right-of-way on plans.

Irrigation details shown:

- Backflow preventer
- Valve
- Bubbler or Emitter
- Pipe depth detail
- Controller detail
- Spray head

**VII. FUTURE DEVELOPMENT**

- If project is phased, indicate methods of dust, weed, and debris control on the undeveloped portions of the site. Provide decomposed granite 2" deep over vacant pad site.
- See current DSD policy on phased project requirements.

**VIII. LANDSCAPING PERMITS *For your information. Not required for plan approval.***

- Obtain offsite landscape permit and provide bond for all work within right-of-way at the Development Services Department, 200 West Washington Street, 2nd Floor.
- County dust control permit required.