



City of Phoenix

Development Services Department

Landscape: Frequently Asked Questions

This publication can be made available in alternate formats (Braille, large print, computer diskette, or audiotape) upon request. Contact the Development Services Department at (602) 262-7811 (voice) or (602) 534-5500 (TTY).

The City of Phoenix Development Services Department reviews Landscape Plans to check for conformance to requirements found in the Zoning Ordinance and other documents. All new development projects generally require the submittal of a landscape plan for review by the DSD Landscape Section. The review process involves submittal of a Landscape Plan and correction cycles. Installation of landscape materials is verified through the final inspection process and is required prior to issuance of a Certificate of Occupancy. This handout is designed to answer the more frequently asked questions related to Landscape Plans and the Landscape review process.

Related resources include:

On-line Plan Review Status

www.phoenix.gov/DEVPRO

click on: check plan review status

click on: plan review information search

type in permit #, KIVA# or project name

click on: "reviews"

click on: "notes" for the review you wish to read

Landscape and Checklists

www.phoenix.gov/DEVPRO/Landscape.html

Phoenix Zoning Ordinance

www.municode.com

click on: online library

click on: Arizona

click on: Phoenix Zoning

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Q: What types of Plans does the Landscape Section review?

A: There are three broad categories of plans:

Landscape Plan: A landscape plan shows the location, layout, amount and types of landscape materials to be used including ground cover. The plan covers the site itself and the right-of-way adjacent to the project. It also shows the required irrigation system and identifies the re-use of materials that may be salvaged.

Inventory Plan: The landscape inventory plan shows the existing conditions on the project site and identifies the amount and types of materials that may remain in place or be salvaged and re-used on the site. This information is incorporated into the development of the landscape plan if inventory and salvage is required, either by ordinance or rezoning stipulation.

Salvage Plan: A landscape salvage plan identifies how the material from the inventory plan is to be salvaged and cared for during construction of the project.

An inventory and salvage plan is not a requirement of every project. DSD staff will verify the need for these plans through the pre-application and preliminary review process.

Q: When do I have to submit formal landscape plans?

A: Projects that require *formal* landscape plan submittal should include:

- New projects with substantial landscaping, (on/offsite, entire perimeter, etc.)
- Substantial modifications, (amendments) to existing projects with approved landscape plans.
- Projects with designated landscape master plans/specific themes: P.C.D's. Specific Plans, etc.
- Landscaping issues/stipulations, which require community input and involvement, (requires preliminary meeting).

Landscaping and associated details could be shown and approved on the site plan for:

- New projects or minor amendments to existing sites with limited on/off site landscaping, (i.e. addition of parking planter islands, single street frontage landscaping, screening issues, etc.)

Q: If I have been required to submit formal landscape plans, at what point in the submittal process will I need to them?

A: For commercial projects all landscape plans are to be submitted after Preliminary Site Plan approval and must be approved prior to Final Site Plan approval. For residential subdivision projects landscape plans are to be approved prior to or concurrent with Final Site Plan approval.

Q: What are the landscape requirements and setbacks for my project?

A: General landscape requirements can be found in the City of Phoenix Zoning Ordinance, which is available, on-line at www.municode.com. Check the specific zoning district requirements for the project's zoning to determine landscape setback requirements (for example C-1) and refer to Section 507, tab A, section 3 for general and conceptual landscape requirements. Planning Department staff or your DSD team leader (if you have already been assigned to one) is available to assist in determining setback requirements at 602-262-7131.

Q: Does the landscape architect that prepares my formal landscape plan(s) need to be registered?

A: Generally, the landscape plans must be sealed by an Arizona licensed landscape architect. An architect or civil engineer may seal the plans if the landscape architecture is incidental to the project.

Q: How much are landscape, inventory, salvage, hillside, and slope analysis plan submittal fees?

A: For submittal fees, permit fees, plan review fees, and submittal requirements please contact Central Log-In on 2nd Floor of City Hall at 602-534-5934. This information is also available at <http://www.phoenix.gov/DEVPRO/topics.html>.

Q: When I submit landscape plans, will I be charged for the cover sheet and details sheet?

A: No, you will only be charged for planting sheets.

Q: Am I obligated to salvage native and non native plants?

A: Generally, existing healthy Sonoran Desert vegetation (trees over 4 inch caliper in diameter) and cacti over 3 feet and non-native healthy plants (trees 4 inch caliper in diameter or greater) and cacti (6 feet high or greater) should be salvaged and utilized on site. A list of protected native plants may be found in section 507, Tab A of the Phoenix Zoning Ordinance. You may view this section at www.municode.com.

Q: Am I obligated to salvage palm trees?

A: Generally, you will not be required to salvage palm trees unless they are part of a specialized historic overlay district or they relate to or reinforce an identifiable streetscape.

Q: What are the specifications and requirements for the plant material that will be shown on my landscape plan?

A: All plant material must conform to Arizona Nurseryman Association standards www.azna.org/. Low water use plants that reflect and enhance the image of the Sonoran Desert should be used. All right-of-way and City required landscaping (perimeter, retention, parking) must be in compliance with the Arizona Department of Water Resources low water use plant list www.water.az.gov/adwr/Content/Conservation/LowWaterPlantLists/default.htm

Q: Can I count Palm trees toward tree quantity or shade requirements on my landscape plans?

A: No.

Q: What are the City requirements for irrigation design?

A: All landscaping is required to have a permanent, automated irrigation system. The irrigation equipment used (i.e., spray heads vs. drip) should be appropriate to the application.

Q: What are the City requirements for water conservation?

A: You may contact the Water Services Department at 602-262-6251 for information on water conservation.

Q: Do I need to provide caliper sizes for multi-trunk trees?

A: Yes, refer to the Arizona Nursery Association's recommendations for determining the caliper size of multi-trunk trees.

Q: Can I count accent plants toward the shrub quantity requirement for my landscape plan?

A: Yes.

Q: I want to do a redesign of landscape in the right-of-way or the interior of a commercial property, where do I start?

A: Plans may either be filed as a revision to approved plans (resubmitted by the original registrant), or a new registrant may submit new plans for the renovation. Always contact the Parks and Recreation Department regarding ownership of existing plant material in the public right-of-way.

Q: The landscape in the medians and/or public right-of-way is absent or in disrepair, who is responsible or who should I call?

A: Generally, the Parks and Recreation Department maintain arterial street landscaping, which include the right-of-way and medians. When a residential subdivision or large commercial project fronts the arterial, the respective owner will maintain the right-of-way landscaping and the Parks and Recreation Department maintain the medians. The Parks and Recreation Department can be contacted at 602- 262-6862.

Q: There are plants located in sight visibility triangles that are over 3 feet high, who should I contact?

A: Sight visibility triangles are required at street intersections and at driveway intersections with streets. The Street Transportation Department can be reached at 602-262-6284 and will evaluate individual cases of poor visibility.

Q: On-site landscape is missing or in disrepair, whom can I contact?

A: Zoning Enforcement at 602-262-7844