



LANDSCAPE PLAN SUBMITTAL REQUIREMENTS

The following list outlines the submittal requirements for conceptual and final landscape plans. Please consult the Galt Development Code, Galt Landscape Design Guidelines and the Planning Division with any questions. Conceptual landscape plans must comply with the following requirements/include the following information in order to be considered a part of a complete project application. Final landscape plans must comply with the following requirements/include the following information in order for a grading and/or building permit to be issued.

Conceptual Landscape Plans

General

Conceptual landscape plans must be submitted with the project application for all new and expanding discretionary uses where landscaping is required or where the required landscaping will be modified. It is the intent of the conceptual plan to provide a vision/template for the ultimate landscaping. The planting area should be graphically depicted; however, item by item plant location is not required at the conceptual level, except where certain trees may need to be shown. The conceptual plan should be consistent with, and take into consideration, the other plans within the application submittal (site plan, building elevations, grading, utilities, etc.).

Dimension/Orientation

The plan shall be scaled, fully dimensioned and a minimum of 11" x 17" (FOLDED to no larger than 8.5 x 11 inches) in size.

Title Block

The Title Block shall include:

- The project address
- The Assessor's Parcel Number(s)
- The name, address, and phone numbers or email addresses of:
 - Applicant
 - Person preparing the plan and their license/seal/expiration signature and date signed
 - Property Owner
- Date of latest revision. Any future revisions shall be clearly annotated.

Landscape Plan Details

1. All existing and proposed improvements (buildings, hardscape, utilities, parking areas, fencing, lighting, etc.).

2. All existing and proposed landscaped areas.
3. The conceptual locations of landscape materials and irrigation systems.
4. A Plant Legend in table form, which provides the following information:
 - Botanical and common names of all proposed plant species;
 - Quantity of each plant species;
 - Size of each plant;
 - Water usage of each species (very low, low, medium, high)
5. Landscape notes indicating the design intent at key locations (project entry features, utility screening, buffer, etc.).
6. The location of existing Heritage Oak trees.

FINAL LANDSCAPE PLANS

General

When required, a final landscape plan must be submitted, along with the accompanying fee, and approved prior to issuance of grading and/or building permits. The final landscape plan shall be prepared consistent with the project's conceptual landscape plan, and shall comply with the following requirements/include the following information:

Dimension/Orientation

1. The plan shall be scaled, fully dimensioned and a minimum of 24" x 30" (FOLDED to no larger than 8.5 x 11 inches) in size.
2. The scale should be a minimum of 1" = 20'.

Title Block

The Title Block shall include:

- The project address
- The Assessor's Parcel Number(s)
- The name, address, and phone numbers or email addresses of:
 - Applicant
 - Person preparing the plan and their license/seal/expiration signature and date signed
 - Property Owner
- Date of latest revision. Any future revisions shall be clearly annotated.

Landscape Plan Details

1. All existing and proposed improvements (buildings, hardscape, utilities, parking areas, fencing, lighting, etc.).
2. The total square footage of the project site and total square footage of the landscaped area.
3. The required and proposed percentage of the parking area to be landscaped and overall site area to be landscaped.
4. All trees and shrubs, drawn to scale and reflecting the average range of spread of the mature plant.
5. All groundcover areas, including lawn, shown by shading or cross-hatching. Provide the botanical and common names for all groundcover areas, including lawn, and provide the spacing of groundcover plants as a distance “on-center”.
6. The locations and disposition of existing Heritage Oak trees on the site.
7. A Plant Legend in table form, which provides the following information:
 - Botanical and common names of all proposed plant species;
 - Quantity of each plant species;
 - Size of each plant;
 - Water usage of each species (very low, low, medium, high)
8. Landscape design elements (fountains, screening berms, mounds, etc.).
9. On-site drainage features.
10. All existing and proposed above ground utility equipment and proposed method of screening.
11. All on-site walls, trash enclosures, etc., and proposed vine installation.
12. Planting and staking details.
13. The locations of all irrigation components, such as sprinkler heads, valves, pipes, backflow prevention devices, automatic controllers, hose bibs, etc. Item descriptions for each component may be shown in a legend on the irrigation sheets.
14. Controller irrigation seasonal schedules, including total water application rates for each valve.