



COUNTY OF RIVERSIDE
TRANSPORTATION DEPARTMENT – LANDSCAPE SECTION
4080 LEMON STREET, 8TH FLOOR
RIVERSIDE, CALIFORNIA 92501
(951) 955-6767 FAX (951) 955-1891

Landscape Concept Plan Submittal Check List

as of 5-4-15

Case ID No. _____ Date: _____ Submittal(1st, 2nd, etc.): _____

Other ID # _____

Case Information (Planning Dept. Use Only)

- Name of case planner in Planning Department _____
- Verify deposit / adequate plan check funds available
- Phased project? If so, discuss with case planner what is to be required as interim landscape treatments and ultimate requirements to be Conditioned.

(Plans Comply)

(Revise and resubmit)

Note to Applicant: Items checked below are based upon review of information submitted. If the item is not applicable to the project, please note so in your written response to comments. In some cases a written explanation or verification may be acceptable as long as sufficient information is provided on the plans to serve as a guiding file document for future construction documents and project implementation.

General

Applicant shall provide the following information in a cover letter or memo accompanying the Landscape Concept Plan submittal:

- Provide brief description of overall approach to the landscape development of the project (theme, character, functionality, key issues, etc.).
 - o Identify if the project is within an adopted or proposed Community Design Guidelines area or district, or if other landscape design guidelines were used in developing the concept landscape plan.
 - o Identify if the project is within an adopted or proposed Specific Plan area. Provide Specific Plan #.
 - o Identify if the project is one of the first parcels to be developed within an undeveloped area, and therefore will establish a theme for the vicinity.
- Show or describe existing plant material for adjacent landscape within 200' of proposed project (to ensure continuity of any established aesthetic). This may be a written response, photographs, etc.
- Provide a copy of the project civil engineering preliminary grading plans for reference.

Graphic Standards

Maximum sheet size for Landscape Concept Plan submittals is 30"x42". (Note that Construction Document submittals will require a standard sheet size of 24"x36). Landscape Concept Plans shall use 1"= 100' scale maximum. Larger graphic scales (1"=40', 1"=30', etc) are preferred, even if this requires match lines and multiple sheets. Plans at smaller graphic scales (1"=50' to 1"=100') will require 'detail enlargements' (1"=30', 1"=20') of key project features such as typical parkway planting, bioswale or detention basins, slope treatments, edge conditions, monument areas, etc.

Although plans at this level are conceptual in nature, it is a requirement to use an adequate number of plant categories and symbols to indicate the design intent for placement and massing of plants. One hatch pattern as a "catch all" for all types of plantings is not acceptable. The plant legend shall identify categories (for example "Street Tree", "Shade Tree", "Flowering Accent Tree", "Screening Shrubs", "Basin Slopes", "Basin Bottom", etc.) with several possible plant species that fit each category This approach provides County reviewers with design intent, while allowing flexibility in refining the planting design at the Construction Documents submittal. Plant legend categories are at the discretion of the applicant / landscape architect, and should be developed in a way that best represents the proposed design.

- Concept Plan scale is appropriate and graphics are legible
- Enlargements provided for key areas of design (required if overall plan scale is too small)
- Plant Legend has adequate categories to communicate design intent
- 4" graphic scale, North arrow
- Minimum 0.12" lettering height (all text, including legends, notes, etc.)
- Indicate and label right-of-way (ROW), property lines, sidewalk, curb, street names, easements, street lights (if known)
- Indicate Limit of Work
- Buildings, driveways, walls, entry monuments, hardscape features, focal points, other amenities, etc. shown with labels
- Include proposed topography contour lines and slope indicator symbols to match preliminary grading plans per civil engineer. Label slope gradient if not 2:1
- Indicate and label bioswales, detention basins and other water quality permanent BMP's. If none, verify in written response.

General Information

(Acceptable for this information to be shown on Master Cover Sheet from Civil Engineer or Architect)

- Assessor's parcel number
- Gross Acreage, Net Developed Acreage
- Vicinity map (within 1/2 mile radius)
- Indicate Zoning of Project Property, and adjacent Land Uses with Zoning Designations. (This affects required screening requirements.)
- Label any MSHCP areas on-site, and any MSHCP boundaries within 200' of project. Indicate in notes if any MSCHP located within 1 mile of project.
- Label any environmentally sensitive, preserve or conservation areas on site or within 200' of project. Indicate in notes if any environmentally sensitive areas are located within 1 mile of project.
- Label Fuel Modification zones within 200' of project. Indicate if project is in high fire hazard zone (pursuant to California Public Resources Code Section 4290 and County Ord. No. 695)

General Information Required on Landscape Concept Plans

- Project Name and Street Name(s)
- Name and contact information for applicant, owner and landscape architect
- California licensed Landscape Architect stamp only (wet signature not req'd at Concept Plan submittal)
- Statement on Plans: "Prior to project construction, I agree to submit a complete Landscape Construction Document Package that complies with the requirements of applicable ordinances, including but not necessarily limited to Ordinance No. 859.3; Ordinance 348, Ordinance 461; project Conditions of Approval; and in substantial conformance with the approved Landscape Concept Plan. Should the ordinances be revised, plans may be subject to change."
- Proposed Maintenance Entity (or Entities) for On-Site and Off-Site (ROW) areas indicated and noted.
- Maintenance Exhibit provided (for all Tracts and for all projects with Caltrans roadway frontage)

Conceptual Irrigation

Although plans are conceptual in nature, they must provide adequate irrigation information to ensure proposed layout and design are feasible while complying with water budgets.

- Provide preliminary MAWA / EAWU water use calculations on plan.
- Note that Ordinance 859.3 is now in effect, as well as the State's recent changes to the Model Water Efficient Landscape Ordinance (MWELO). Updated documents can be found at the following links:

<http://www.rivcocob.org/wp-content/uploads/2009/10/859.3.pdf>

Plans must use the following ETo allowances for the MAWA:

Residential .50

Commercial .45

Recycled water projects .70

‘Special landscape’ including recreational turf may use 1.0

- For the applicant’s information in preparing the concept plan and preliminary MAWA, note the following requirements per Ordinance 859.3:
 - Hydrozones will be properly designated. Applicant must indicate proposed method(s) of irrigation.
 - No overhead irrigation allowed within 24” of non-permeable surfaces.
 - Subsurface or low-volume irrigation must be used for irregularly shaped areas, or areas less than 10 feet in width.

Concept Planting Plans

- Existing trees over 4-inch caliper and all protected species shall be numbered and identified by species in a legend. Indicate ‘trees to remain and be protected in place’ or ‘trees to be removed’. Indicate and label existing shrub masses to remain or to be removed. If no existing trees or shrubs, verify in written response.
- Plant Legend: include plant symbol, genus-species, common name, spacing, nursery container size, water use factor per applicable WUCOLS zone
- Appropriate plant species and locations
 - Consistent with County of Riverside California Friendly Plant List
 - Plants grouped according to water use factor per WUCOLS zones / compliant with Ord 859.3
 - Turf is appropriate (functional or recreational only)
 - Bioswale / Basin appropriate species and zoning
 - Appropriate for adjacency to Fuel Modification zones
 - No invasive plants. Appropriate for adjacency to MSHCP or other environmentally sensitive areas.
 - Verify mature widths of shrubs will not require excess trimming. No damaging roots, shallow roots, etc.
- Shrub and Groundcover spacing and sizes adequate to provide coverage of planted areas
- Slope planting concept is compliant with minimum standards for Building & Safety erosion control standards (Ordinance 457, Section 3316.1).
 - Over 3 feet vertical - Groundcover plant material maximum 12” on center
 - Over 15 feet vertical – shrubs maximum 10’ on center, trees 20’ maximum on center, or a combination thereof
- Screening / Buffering
 - Provide screening if required for adjacent land uses. Use evergreen plants for buffers and screening.
 - Landscaping used to soften edge of buildings, structures and streets (commercial and industrial).
 - Indicate air conditioning units, mechanical equipment, trash enclosures and provide screening.
 - Provide vines / landscaping for fencing and walls to prevent graffiti.
- Ordinance 460 – trees minimum of 60 foot intervals along frontages
- Landscape entrances to alleys (multi-family only)
- Overall planting scheme complementary to the surrounding streetscapes and established themes

Off Street Parking Requirements (Ordinance 348, Section 18.12)

- Shading plan provided per Ordinance 348 Section 18.12(5). Trees indicated at 15 years growth, and meets required “Percentage of Parking Area to be Shaded” based on number of parking spaces.
 - 05-24 parking spaces, 30% minimum shading
 - 25-49 parking spaces, 40% minimum shading
 - 50+ parking spaces, 50% minimum shading

- Minimum 15-gallon trees
- Minimum 5-gallon shrubs (some appropriate plantings may be 1 gallon, such as color, groundcover, etc.)
- Planting areas protected by curb minimum 6" high
- Plant materials protected from vehicular encroachment or overhang
- No trees within 10 ft. of driveways, alleys or street intersections
- Planter islands adjacent to parking spaces shall have 12" wide concrete walkway strip installed adjacent to curb, and integral with or doweled into the curb.
- Appropriate Screening (parking in urban areas):
 - Entire perimeter has 3' x 3' earthen berm, or 3' wide planter with shrubs maintained at least 3' tall
 - Where adjacent to a public ROW or residential, the berm or planter shall be 5' in width.
 - Area between ROW line and back of public sidewalk shall also be landscaped
 - In residential uses (and Zones R-1, R-2, R-2A, R-3, R-3A, R-4, R-6, R-A, R-R, R-T), provide one screen tree at min. 25' on-center along with other plantings to provide a dense visual screen
- Landscape Area (islands, medians, etc.) Required within Parking Areas of 5 Spaces or More
 - 05-24 parking spaces, 5% of parking area (6% along Scenic Highways)
 - 25-49 parking spaces, 7.5% of parking area (8.5% along Scenic Highways)
 - 50+ parking spaces, 10% of parking area (11% along Scenic Highways)
- Planters are minimum 25 sq. ft. and have irrigation
- Minimum 4' wide walkway to provide accessibility with direct route(s) from sidewalk curb ramps

County Right of Way (if applicable)

- No monuments in ROW
- No turf allowed in ROW except where contiguous with recreational park turf area only.
- Ordinance 461 – Standard 821 Sight Distance (get from Civil Engineer and show on plan)
 - No trees in sight distance zone
 - No shrubs over 12" max. height in sight distance zone
- Ordinance 461 – Standard 1101 Tree Exclusion Zone (10' if 74' or less ROW, 20' if >74' ROW)

Parks (if applicable)

- Indicate Specific Plan number _____
- Landscape compliant with Specific Plan
- Indicate park maintenance district, if any
- Plans being reviewed by maintenance district?

Medians (if applicable)

- Ordinance 461 – Standard 113, compliant maintenance walk shown on plans (24" wide measured from face of curb)
- Median hardscape shall be cobblestone river rock, 4"-12" dia. and grouted with a min. thickness 4"; or 4" min. thickness colored concrete stamped pattern. Color shall be red tone or other contrasting colors with approval of Trans. Dept.
- Trees shall be offset 6' min. from curb face (modified local streets shall be offset 3.5' min. from curb face)
- Trees shall be approved for medians per the County of Riverside California Friendly Plant List (see median width categories and corresponding tree species). Large-scale trees with large diameter trunks at maturity are not allowed in medians. The list can be downloaded from <http://www.tlma.co.riverside.ca.us/planning/content/devproc/landscape/landscape.html>
- Tree 'clear trunk height' shall be 5' minimum above finish grade for viewing under foliage canopy of tree. If mature spread dia. of tree extends beyond the curb faces, there shall be 17' min. clearance above road to the branching / foliage.

- Planting and Irrigation is required for medians 5' wide or greater unless sight distance restricts planting. Median noses and transitions from turn lanes may be hardscape material.
- Max. shrub height at maturity in sight lines shall be 24" above finish grade (or less depending on vertical curve sight visibility restrictions)
- Fixed objects such as boulders should not be located in medians.
- Monument signs are allowed on a per case basis with Transportation Dept. approval.