



LANDSCAPE PROJECT APPLICATION/ OUTDOOR WATER USE EFFICIENCY CHECKLIST

TO BE COMPLETED BY A CERTIFIED/LICENSED PROFESSIONAL

CERTIFIED/LICENSED PROFESSIONAL INFORMATION

Company		Professional Seal
Name (First, Middle Initial, Last):		
Phone: ()	Email:	

PROJECT INFORMATION

Site Address:		<p>Certified/Licensed Professional means a certified irrigation designer, a certified landscape irrigation auditor, a licensed landscape architect, a licensed landscape contractor, a licensed professional engineer, or any other person authorized by the state to design a landscape or an irrigation system, or is authorized to complete a water budget.</p> <p>Landscaped area means all planting areas, turf areas and water features in a landscape design plan. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, other non-irrigated areas designated for non-development (e.g., open spaces and existing non native vegetation), agricultural uses, commercial nurseries and sod farms.</p> <p>Turf means a ground cover surface of mowed grass.</p> <p>Special landscaped area means an area of the landscaping dedicated solely to edible plants, areas irrigated with recycled water, water features using recycled water, and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.</p>
APN:	Zoning:	
Planning Project No.:		
Total Landscaped Area (sq. ft.):	Total Special Landscaped Area (SLA) (sq.ft.)	
Turf Area Option <input type="checkbox"/>	Turf Area (sq. ft.):	
	% Turf of Total Landscaped Area:	
Water Budget Option <input type="checkbox"/>	Maximum Applied Water Allowance (MAWA) (in gallons):	
	Estimated Total Water Use (ETWU) (in gallons):	

COMPLIANCE CHECKLIST

REQUIREMENT	PROJECT COMPLIANCE (To be completed by certified/licensed professional)	CITY REVIEW
Water Efficiency Design	Landscaping design and plant selection is based on one of two options: • Turf Area Option: Turf is limited to 25% or if a residential project is 500 square feet or less of the landscaped area AND at least 80% of plants are native, low water or no water use plants; OR • Water Budget Option: Landscaping design is based on water budget calculations.	<input type="checkbox"/>
Plant Material	80% of plants in the non-turf landscape area are native, low-water or no-water using plants, unless the project applicant selects the Water Budget Option.	<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable- See Water Budget
	No invasive and/or noxious plant species.	<input type="checkbox"/> Yes
Turf	Turf does not exceed 25% of the irrigated landscape area or if residential project is 500 square feet or less per dwelling unit, unless the project applicant selects the Water Budget Option.	<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable- Water Budget
	Turf is planted on slopes less than 25%. (Unless irrigated with subsurface irrigation or low volume irrigation system).	<input type="checkbox"/> Yes <input type="checkbox"/> No Turf
	Turf is planted in areas greater than eight feet wide. (Unless irrigated with subsurface irrigation or low volume irrigation system).	<input type="checkbox"/> Yes <input type="checkbox"/> No Turf

COMPLIANCE CHECKLIST (continued)

REQUIREMENT		PROJECT COMPLIANCE (To be completed by certified/licensed professional)	CITY REVIEW
Hydrozones	Plants with similar water needs are grouped together unless the project applicant selects the Water Budget Option.	<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable- See Water Budget	<input type="checkbox"/>
Soil Management	A minimum of 2 inches of mulch on all non-turf soil areas (recommended 3 inches).	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Grading is designed to minimize soil erosion, runoff and water waste.	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Soil amendments, such as compost, are incorporated according to soil conditions at the project site and based on what is appropriate for plants.	<input type="checkbox"/> Yes	<input type="checkbox"/>
Irrigation System Design	Dedicated irrigation meters for non-residential projects with more than 5,000 square feet of landscape area.	<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable- Less than 5,000 sf or is a residential project	<input type="checkbox"/>
	Automatic irrigation controllers utilizing either evapotranspiration or soil moisture sensor data. Controllers do not rely solely on time-based scheduling, and sensors suspend irrigation during unfavorable weather.	<input type="checkbox"/> Yes	<input type="checkbox"/>
	No overhead irrigation within 24 inches of impervious surface. Allowable irrigation includes drip, drip line, or other low flow non-spray technology.	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Low volume irrigation used in: <ul style="list-style-type: none"> • Mulched areas • Areas with slope greater than 25% • Areas less than eight feet wide in any direction. 	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Irrigation system designed to meet or exceed an average landscape irrigation efficiency of 70%.	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Irrigation system programmed to water between the hours of 8:00 p.m. and 10:00 am.	<input type="checkbox"/> Yes	<input type="checkbox"/>
	Each valve irrigates a hydrozone with similar site, slope, sun exposure, soil conditions and plant materials with similar water use. If hydrozones mix plants with different water uses, the water budget option must be used.	<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable- Water Budget	<input type="checkbox"/>
Water Features (Pools, ponds, fountains)	Is there a water feature?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pool <input type="checkbox"/> Spa <input type="checkbox"/> Pond or Fountain	<input type="checkbox"/>
	Pool and spa covers are installed.	<input type="checkbox"/> Yes <input type="checkbox"/> Not applicable	<input type="checkbox"/>
	Uses recirculating water system.	<input type="checkbox"/> Yes <input type="checkbox"/> Not applicable	<input type="checkbox"/>
Landscape and Irrigation Design Plan	Landscape and Irrigation Design Plans contain the following statement: "I have complied with the criteria of the Water Conservation in Landscaping Ordinance and applied them for the efficient use of water in the Landscape and Irrigation Design Plan."	<input type="checkbox"/> Yes	<input type="checkbox"/>

STATEMENT OF AUTHENTICITY

I have complied with the above criteria of the City of Menlo Park's Water Efficient Landscaping Ordinance and applied them accordingly for the efficient use of water in the Landscape and Irrigation Design Plan. The information provided on this checklist is correct, and the landscaping project meets the specified requirements of Ordinance No. 968, City Code 12.44.010-12.44.110.	
CERTIFIED/LICENSED PROFESSIONAL SIGNATURE	DATE

Note: The landscaping and irrigation plans shall be prepared by and bear the signature of a certified/licensed professional, and be accompanied by this form.