



Landscape Plans

Electronic Submittal Through E-Plan

November 2011

Purpose: This handout is a guide for Landscape Plan submittals through E-Plan. In accordance with Elk Grove Municipal Code, Title 14, Landscape Plans are required for all new infrastructure, model homes, subdivision, landscape corridors, parks, and commercial developments. To receive plan approval, conformance with the City of Elk Grove Improvement Standards, Construction Specifications, City Ordinances, and Conditions of Approval for the project are required. The City of Elk Grove Public Works Department shall approve plans prior to commencing construction.

Plan Submittal Requirements:

- ✓ Landscape Plans with each sheet in its own AutoCAD file (see E-Plan for other file formats). Place these files in the "Maps" folder.

Place the following in the "Documents" folder:

- ✓ Fertility/Infiltration Soils Report
 - ✓ Irrigation Schedules
 - ✓ Project Billing Information Form (if applicable)
 - ✓ Letter of Authorization (if applicable)
 - ✓ Plan Review Fees
- (www.elkgrovecity.org/finance/pdfs/fee-booklet/pdf)

Plan Submittal Information: Landscape Plans shall include property lines; existing public, native oak, heritage or landmark trees; and frontage improvements which include: stationing, proposed and existing streets, street lighting, erosion control, and water system. All plans, studies, and reports shall be prepared, stamped, and "wet-signed" with an expiration date by a Licensed State of California Landscape Architect.

Planting Plans: Plans shall include the following information: scale, north arrow, existing plant materials, lawn spot elevations or contours, a 3 inch layer of wood mulch in all non-lawn planting areas, soils test with recommended soil amendments, soil infiltration rate with note requiring soil amendments from soils test, water use calculations, parking lot shade calculations, street trees at 50 feet on center maximum spacing, "Type 3

Curb" at back of sidewalk when bark is adjacent to sidewalk, subdivision model home signs, and a statement that trees are not under power lines.

Irrigation Plans: Plans shall include the following information: scale, north arrow, existing static pressure at point of connection, irrigation designed operating pressure per square inch, highest gallons per minute flow during irrigation cycle, water meter size and location, reduced pressure backflow device size and location, remote control valves with gallons per minute flows, quick couplers, sprinkler heads (6 inch pop-ups in lawn areas), moisture sensors and rain shut-off gauges (if lawn areas exceed 2,500 square feet), establishment and established irrigation schedules, irrigation controller with rain shut off, 14 day calendar, two (2) independent programs, and three (3) available cycles.

Plan Title Sheet: Plans shall be titled as follows:

- ✓ Subdivision Developments by "*Subdivision Name*"
- ✓ Commercial Buildings by "*Project Name and Address*"

Size: Plans shall be submitted as 24" x 36 sheets. Only common engineering and architectural scales shall be used.

Improvement Standards and Construction Specifications: Standard documents are located on the City of Elk Grove's website <http://www.egpublicworks.org> and a CD and/or a hard copy can be purchased at the Public Works front counter for a fee.

Submittals to Other Public Agencies: Outside Agencies may or may not be using E-Plan. Separate submittal of a set(s) of plans in hard copy format may be required for their review and approval along with any fees that are required.

For contact information refer to the handout "Utility Representative Contact List."

Additional Requirements: Additional project specific information may be required during the review process.

Questions: If you have any questions regarding the process of submitting Landscape Plans to the City of Elk Grove, please call (916) 478-2256 or visit our website at www.elkgrovecity.org.