



Water Efficient Landscape Ordinance (WELO)

Submittal Checklist

All Landscape Plans shall comply with the Tustin WELO Guidelines: <http://www.tustinca.org/civicax/filebank/blobdload.aspx?BlobID=25464>

LANDSCAPE PERMIT # : _____ Associated Bldg. Permit # : _____

DATE: _____

ADDRESS: _____

APPLICANT: _____

PROJECT DESCRIPTION: _____

WATER FEATURE, POOL AND/OR SPA: _____ SQ. FT.

TOTAL LANDSCAPE AREA (SQ. FT.) INCLUDING POOL: _____ SQ. FT.

WATER TYPE (POTABLE, RECYCLED, WELL): _____

LANDSCAPE TYPE

1. **NEW** (500 SQ. FT. or more, with Building Permit or Design Review)
 - Elements of the Landscape Documentation Package (Attachment A)
 - Certification of Landscape Design (Attachment B)
 - Water Efficient Worksheet (Attachment C)

2. **REHABILITATED** (2,500 SQ. FT. or more, with Building Permit or Design Review)
 - Elements of the Landscape Documentation Package (Attachment A)
 - Certification of Landscape Design (Attachment B)
 - Water Efficient Worksheet (Attachment C)

3. **ALL OTHER** (with or without Building Permit or Design Review)
 - Performance Approach
 - Elements of the Landscape Documentation Package (Attachment A)
 - Certification of Landscape Design (Attachment B)
 - Water Efficient Worksheet (Attachment C)
 - OR**
 - Prescriptive Approach
 - Landscape Documentation Package (Attachment A - 1a-j only)
 - Prescriptive Compliance (Attachment D)
 - Landscape Installation Certificate of Completion (Attachment E)

4. **NEW OR REHABILITATED** (less than 2,500 SQ. FT., with Graywater or Rain Capture to meet entire Estimated Total Water Use for the Parcel)
 - Landscape Documentation Package (Attachment A - 1a-j only)
 - Prescriptive Compliance (Attachment D)
 - Landscape Installation Certificate of Completion (Attachment E)

ATTACHMENT A

Elements of the Landscape Documentation Package

A Landscape Documentation Package is required to be submitted by the project applicant for review and approval prior to the issuance of ministerial permits for landscape or water features by the City, and prior to start of construction. Unless otherwise directed by the City, the Landscape Documentation Package shall include the following elements either on plan sheets or supplemental pages as directed by the City:

1. Project Information, including, but not limited to, the following:
 - (a) Date;
 - (b) Project name;
 - (c) Project address, parcel, and/or lot number(s);
 - (d) Total landscape area (square feet) and rehabilitated landscape area (if applicable);
 - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed);
 - (f) Water supply type (e.g., potable, recycled, or well) and identification of the local retail water purveyor if the project applicant is not served by a private well;
 - (g) Checklist or index of all documents in the Landscape Documentation Package;
 - (h) Project contacts, including contact information for the project applicant and property owner;
 - (i) Certification of Design in accordance with Exhibit A of these Guidelines that includes a landscape professional's professional stamp, as applicable, signature, contact information (including email and telephone number), license number, and date, certifying the statement that "The design of this project complies with the requirements of the City's Water Efficient Landscape Ordinance" and shall bear the signature of the landscape professional as required by law; and
 - (j) Any other information the City deems relevant for determining whether the landscape project complies with the Water Efficient Landscape Ordinance and these Guidelines.
2. Maximum Applied Water Allowance (MAWA) and Estimated Applied Water Use (EAWU) expressed as annual totals including, but not limited to, the following:
 - (a) Water Efficient Landscape Worksheet for the landscape project;
 - (b) Hydrozone information table for the landscape project; and
 - (c) Water budget calculations for the landscape project.
 - (d) A soil management report or specifications, or specification provision requiring soil testing and amendment recommendations and implementation to be accomplished during construction of the landscape project.
 - (e) A landscape design plan for the landscape project.
 - (f) An irrigation design plan for the landscape project.
 - (g) A grading design plan, unless grading information is included in the landscape design plan for the landscape project or unless the landscape project is limited to replacement planting and/or irrigation to rehabilitate an existing landscape area.

ATTACHMENT B

CERTIFICATION OF LANDSCAPE DESIGN

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.

(2) The landscape design and water use calculations for the property located at _____
_____ (provide street address or parcel number(s)) were prepared by me or under my supervision.

(3) The landscape design and water use calculations for the identified property comply with the requirements of the City of Tustin Water Efficient Landscape Ordinance (City Code Sections 9701-9706) and the City of Tustin Guidelines for Implementation of the City of Tustin Water Efficient Landscape Ordinance.

(4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the City of Tustin Guidelines for Implementation of the City of Tustin Water Efficient Landscape Ordinance.

Print Name

Date

Signature

License Number

Address

Telephone

E-mail Address

Landscape Design Professional's Stamp
(If applicable)

ATTACHMENT C

WATER EFFICIENT LANDSCAPE WORKSHEET

This worksheet is filled out by the project applicant and it is a required item of the Landscape Documentation Package.

Reference Evapotranspiration (ET_o)^a: 49.2

Landscape Area Sector Type Residential
(select one): Non-Residential

	Hydrozone #/Planting Description	Location	Plant Factor ^b (PF)	Irrigation Method ^c	Irrigation Efficiency ^c (IE)	ETAF (PF/IE)	Landscape Area (sq-ft)	ETAF x Area	Estimated Total Water Use ^d (ETWU)
Regular Landscape Area									
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									

Average	Total	Total

Average ETAF for Regular Landscape Areas^e (circle one): In Compliance Not In Compliance

Special Landscape Area

SLA-1									
SLA-2									
SLA-3									
SLA-4									
SLA-5									

Totals

Total Landscape Area
Site wide ETAF
ETWU Total
Maximum Allowed Water Allowance (MAWA)^f

ATTACHMENT D

Prescriptive Compliance Option

- (A) This appendix contains prescriptive requirements which may be used as a compliance option to the Ordinance.
- (B) Compliance with the following items is mandatory and must be documented in a landscape plan in order to use the prescriptive compliance option:
 - (1) Submit a Landscape Documentation Package which includes the following elements:
 - (a) Date
 - (b) Project applicant
 - (c) Project address (if available, parcel and/or lot number (s))
 - (d) Total landscape area (square feet), including a breakdown of turf and plant material
 - (e) Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed)
 - (f) Water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well
 - (g) Contact information for the project applicant and property owner
 - (h) Applicant signature and date with statement, "I agree to comply with the requirements of the prescriptive compliance option to the MWEL0"
 - (2) Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contra-indicated by a soil test);
 - (a) Plant material shall comply with all of the following:
 - (b) For residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plan factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water; For non-residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plan factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water;
 - (c) A minimum three inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.
 - (3) Turf shall comply with all of the following:
 - (a) Turf shall not exceed 25% of the landscape area in residential areas, and turf shall not be planted in non-residential areas
 - (b) Turf shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;
 - (c) Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways must be irrigated by sub-surface irrigation, or by other technology that creates no overspray or runoff.
 - (4) Irrigation systems shall comply with the following:
 - (a) Automatic irrigation controllers are required and must use evapotranspiration or soil moisture sensor data
 - (b) Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.

- (c) Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.
 - (d) Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.
 - (e) All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC802-2014. "Landscape irrigation Sprinkler and Emitter Standard." All Sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.
- (C) At the time of final inspection, the permit applicant must provide the owner of the property with a certificate of completion, certificate of installation, irrigation schedule and a schedule of landscape and irrigation maintenance.

ATTACHMENT E

LANDSCAPE INSTALLATION CERTIFICATE OF COMPLETION

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services for: _____
_____ (project name, mailing address and telephone).

(2) The landscape project for the property located at _____
_____ (provide street address or parcel number(s)) was installed by me or under my supervision.

(3) The landscaping for the identified property has been installed in substantial conformance with the approved Landscape Documentation Package and complies with the requirements of the City of Tustin Water Efficient Landscape Ordinance (City Code Sections 9701-9706) and the City of Tustin Guidelines for Implementation of the City of Tustin Water Efficient Landscape Ordinance for the efficient use of water in the landscape.

(4) The following elements are attached hereto:

- a. Irrigation scheduling parameters used to set the controller;
- b. Landscape and irrigation maintenance schedule;
- c. Irrigation audit report; and
- d. Soil analysis report, if not submitted with Landscape Documentation Package, and documentation verifying implementation of the soil report recommendations.

(5) The site installation complies with the following:

- a. The required irrigation system has been installed according to approved plans and specifications and if applicable, any prior approved irrigation system alternatives.

Yes No

- b. Sprinklers comply with ASABE/ICC 802-2014 Landscape Irrigation Sprinkler & Emitter Standard.

Yes No

ATTACHMENT F

This is a voluntary compliance tool template developed by the Irrigation Association.

IRRIGATION PLAN CHECKLIST

Please complete the following checklist by checking all appropriate categories under APPLICANT column, indicating compliance with these content requirements. All submitted plans shall contain the following information:

LANDSCAPE PLAN NUMBER: _____

NAME OF PROJECT: _____

Applicant		Planner
<input type="checkbox"/>	1. Prevailing winds	<input type="checkbox"/>
<input type="checkbox"/>	2. Slope aspect and degree of slope	<input type="checkbox"/>
<input type="checkbox"/>	3. Soil type and infiltration rate	<input type="checkbox"/>
<input type="checkbox"/>	4. Vegetation type	<input type="checkbox"/>
<input type="checkbox"/>	5. Microclimates	<input type="checkbox"/>
<input type="checkbox"/>	6. Expansive or hazardous soil conditions	<input type="checkbox"/>
<input type="checkbox"/>	7. Water harvesting potential	<input type="checkbox"/>
<input type="checkbox"/>	8. Available water supply, including non-potable and recycled water	<input type="checkbox"/>
All pertinent system information is indicated, including:		
<input type="checkbox"/>	9. Irrigation zones substantially corresponding to hydrozones on the landscape plan and labeled by precipitation rates and method of application	<input type="checkbox"/>
<input type="checkbox"/>	10. Water meters	<input type="checkbox"/>
<input type="checkbox"/>	11. Tap-in location	<input type="checkbox"/>
<input type="checkbox"/>	12. Static water pressure at the point of connection	<input type="checkbox"/>
<input type="checkbox"/>	13. System controller	<input type="checkbox"/>
<input type="checkbox"/>	14. Rain sensor/shut-off device	<input type="checkbox"/>
<input type="checkbox"/>	15. Backflow preventers	<input type="checkbox"/>
<input type="checkbox"/>	16. Shut-off valves and zone control valves	<input type="checkbox"/>
<input type="checkbox"/>	17. Main line and lateral piping	<input type="checkbox"/>
<input type="checkbox"/>	18. Sprinkler heads	<input type="checkbox"/>
<input type="checkbox"/>	19. Bubblers and drip irrigation tubing runs	<input type="checkbox"/>
<input type="checkbox"/>	20. Type and size of main irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	21. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	22. Graphic depiction of the locations of irrigation system components	<input type="checkbox"/>
<input type="checkbox"/>	23. Total required operating pressure for each control valve/zone	<input type="checkbox"/>
<input type="checkbox"/>	24. Any supplemental stormwater and/or runoff harvesting	<input type="checkbox"/>
System design is in conformance with the following standards:		
<input type="checkbox"/>	25. Certification of Professional Qualifications, attached	<input type="checkbox"/>
<input type="checkbox"/>	26. Pedestrian surfaces located on plan	<input type="checkbox"/>
<input type="checkbox"/>	27. Equipment installed flush with grade for safety	<input type="checkbox"/>
<input type="checkbox"/>	28. Compliance with local codes	<input type="checkbox"/>
<input type="checkbox"/>	29. Overspray onto impervious areas minimized	<input type="checkbox"/>