



# MODEL WATER EFFICIENT LANDSCAPE ORDINANCE (MWELO) SUBMITTAL PACKAGE

The information provided in this document is general and intended as a guide only. Each project is unique and additional requirements may be enforced as deemed appropriate.

The State Water Resources Control Board developed new requirements for the State mandated Water Efficient Landscape Ordinance cities/counties are required to adopt. As of 2018, the City of San Clemente is in compliance with the State mandate and adopted the Model Water Efficient Landscape Ordinance (MWELO). All projects meeting the applicability requirements of MWELO must comply with the requirements outlined in this document. Exceptions to MWELO cannot be granted by the City as these requirements are State law. This Submittal Package will help applicants prepare their landscape and irrigation plans in compliance with MWELO and the City's Landscape Ordinance, [SCMC] [Chapter 17.68](#).

## Projects Subject to MWELO

The MWELO applies to residential, commercial, industrial, and institutional projects that require a permit, plan check, or design review, and propose landscaping in the following thresholds:

|   |
|---|
| <b>New development</b> projects that include landscape areas of <b>500 sq. ft. or more</b> ;  |
| <b>Rehabilitated landscape</b> projects that include landscape areas of <b>2,500 sq. ft. or more</b> ;  |
| New and rehabilitated cemeteries (limited to MWELO Chapter 2.7); and  |
| Pools, Spas, and other water features.  |
| Any project with an aggregate landscape area of <b>2,500 sq. ft. or less</b> is eligible for Prescriptive Compliance (see <b>Section D</b> for regulations for compliance); |
| Registered local, state, or federal historical sites are <b>exempt</b> from MWELO compliance.   |

The [State of California Model Water Efficient Landscape Ordinance](#) enforced by the City of San Clemente.

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## SECTION A. LANDSCAPE DOCUMENTATION PROJECT SUBMITTAL FORM

To be completed by the applicant, signed by the property owner, and submitted with the required materials listed in **Section C or D**.

Applicant Information

Project # \_\_\_\_\_

|                   |       |               |  |
|-------------------|-------|---------------|--|
| Name of Applicant |       | Telephone No. |  |
| Title             |       | Email Address |  |
| Street Address    |       |               |  |
| City              | State | Zip Code      |  |

Project Location:

Site Address: \_\_\_\_\_

Assessor's Parcel Number (APN): \_\_\_\_\_

Project Type:

- Single-family   
  Commercial   
  Mixed Use   
  Industrial   
  Public   
  Cemetery

Option 1 (General Compliance):

- New landscape project with an aggregate landscape area  $\geq$  500 sq. ft.  
 Rehabilitated landscape project with an aggregate landscape area  $\geq$  2,500 sq. ft.

Option 2 (Prescriptive Compliance)

- New Landscape Project with an aggregate landscape area between 500 and 2,500 sq. ft.  
 Rehabilitated landscape project with an aggregate landscape area  $<$  2,500 sq. ft.

Total Landscape Area (sq. ft.): \_\_\_\_\_ Turf Area (sq. ft.): \_\_\_\_\_

Water Type (potable, recycled, well): \_\_\_\_\_

**Signature**

I agree to comply with the requirements of Section 17.68.040, General Landscape Requirements, of \_\_\_\_\_ the City's Municipal Code and the State Model Water Efficient Landscape Ordinance

\_\_\_\_\_  
Signature of property owner of authorized representative

\_\_\_\_\_  
Date

## SECTION B. SUBMITTALS AND GUIDELINES

### Steps for Approval of Landscape Design

- Step 1: Submit Landscape Documentation Package. Complete all instruction requirements and forms found in this document and submit building plans and landscape plans as one set of plans.
- Step 2: Receive approval from Planning Division, confirming the landscape design complies with the City's general landscape regulations and the State Model Water Efficiency Ordinance (MWELO).
- Step 3: Construction of landscape and irrigation systems can begin.
- Step 4: Submit to the Planning Division the Landscape Inspection Checklist.
- Step 5: The project is now eligible for Final Inspection.
- Step 6: The Landscape Installation Certification of Completion (CoC), wet signed by a Licensed Landscape Architect or Certified Landscape Irrigation Designer, must be given to the Building Inspector during final inspection.

### Landscape Documentation Package Items

1. Project Submittal Form (**Section A**)
2. Landscape Plans (see **Section E** for requirements)
3. Landscape Documentation Package Submittal Checklist (**Section C**)  
OR  
Prescriptive Compliance Package Submittal Checklist and the Prescriptive Compliance Landscape Design Checklist (**Section D**)
4. Water Efficient Landscape Worksheet included in Landscape Plans (**Section F**)
5. Certification of Landscape Design (**Section G**)
6. Landscape Review Transmittal Form, if required by Planning Division (**Section H**) and payment of applicable \$220 fee

#### Inspection Instructions:

Note: The inspection requirements are the same for both General Compliance and Prescriptive Compliance.

1. Provide the Landscape Inspection Checklist (to be completed by the Project Landscape Architect) to the Planning Division.
2. Schedule the Building Inspection. If detailed landscape plans required review by the City of San Clemente's Landscape Consultant, an inspection must be scheduled with Summers, Murphy & Partners, Inc. at (949) 443-1446.
3. Provide the Landscape Certification of Completion form to the Building Inspector during final inspection.

## SECTION C. Landscape Documentation Package Submittal Checklist

### General Compliance (Option 1)

When a landscape project triggers the Model Water Efficient Landscape Ordinance (California Code of Regulations (CCR) Title 23, Chapter 2.7), the following items must be included as part of the Landscape Documentation Package (CCR Section 492.3) in order to be considered complete and applicable for Water Efficient Landscape Review.

| TO BE COMPLETED BY APPLICANT  | Submitted                |
|---|--------------------------|
| <p><b>Landscape Documentation Project Submittal Form/Certificate of Landscape Design Form</b></p> <p>Applicants shall complete the Landscape Documentation Submittal Form with owner’s signature and Certificate of Landscape Design Form wet signed by the Landscape Architect.</p>  | <input type="checkbox"/> |
| <p><b>Water Efficient Landscape Worksheet</b></p> <p>The Water Efficient Landscape Worksheet shall be pasted in the Landscape Plans. An example of the worksheet is included in this document.</p>  | <input type="checkbox"/> |
| <p><b>Soil Management Report</b></p> <p>Applicants shall prepare a soil management report and shall submit as part of the Plan Review requirements.</p>   | <input type="checkbox"/> |
| <p><b>Landscape Design Plan</b></p> <p>A Landscape Design Plan shall be submitted and must meet all requirements outlined in CCR §492.6. The Landscape Design Plan must 1) contain the following statement “I have complied with the criteria of the Model Water Efficient Landscape Ordinance and have applied them for the efficient use of water in the landscape design plan” and 2) shall bear the signature of a licensed landscape architect or licensed landscape contractor.</p> | <input type="checkbox"/> |
| <p><b>Irrigation Design Plan</b> (In accordance with §492.7)</p> <p>An Irrigation Design Plan shall be submitted and must meet all requirements outlined in CCR §492.7. The Irrigation Design Plan must contain the same statement mentioned above and bear the signature of a licensed landscape architect or licensed landscape contractor.</p>   | <input type="checkbox"/> |
| <p><b>Grading Design Plan</b> (In accordance with §492.8)</p> <p>A Grading Design Plan shall be submitted and must meet all requirements outlined in CCR §492.8. The Grading Design Plan must contain the same statement mentioned above and bear the signature of a licensed engineer.</p>   | <input type="checkbox"/> |
| <p><b>Irrigation Metering Device</b> (for projects with landscape &gt; 1,000 sq. ft)</p> <p>The project is subject to either CALGreen Tier 1 or Tier 2 if the landscape is greater than 1,000 sq. ft., and therefore, must install a dedicated irrigation meter.</p>  | <input type="checkbox"/> |

## SECTION D. Landscape Documentation Package Submittal Checklist Prescriptive Compliance Pathway (Option 2)

*Note: This is a streamlined compliance pathway available only to projects with landscaped area 2,500 square feet or less. Only use this checklist for projects applicable for Prescriptive Compliance. Standards for Prescriptive Compliance can be found in **Appendix D** of the State Model Water Efficiency Landscape Ordinance and included in this packet in the **Prescriptive Compliance Landscape Design Checklist**.*

When a landscape project triggers the Model Water Efficient Landscape Ordinance (CCR Title 23, Chapter 2.7), the following items must be included as part of the Landscape Documentation Package (CCR Section 492—Appendix D) in order to be considered complete and applicable for Water Efficient Landscape Review. In addition to the items listed below, at the time of inspection, the permit applicant must provide the owner of the property with a Certification of Completion, Certificate of Installation, irrigation schedule, and schedule of landscape and irrigation maintenance.

| TO BE COMPLETED BY APPLICANT  | Submitted                |
|---|--------------------------|
| <p><b>Project Submittal Form/Certificate of Landscape Design Form</b></p> <p>Applicants shall complete the Landscape Documentation Submittal Form with owner’s signature and Certificate of Landscape Design Form wet signed by the Landscape Architect.</p>  | <input type="checkbox"/> |
| <p><b>Water Efficient Landscape Worksheet</b></p> <p>The Water Efficient Landscape Worksheet shall be pasted in the Landscape Plans. An example of the worksheet is included in this document.</p>  | <input type="checkbox"/> |
| <p><b>Irrigation Metering Device</b> (for projects with landscape &gt; 1,000 sq. ft)</p> <p>The project is subject to either CALGreen Tier 1 or Tier 2 and the landscape is greater than 1,000 sq. ft., and therefore, must install a dedicated irrigation meter.</p>   | <input type="checkbox"/> |
| <p><b>Landscape Design Plan</b></p> <p>A Landscape Design Plan shall be submitted and must meet all requirements outlined in CCR §492.6. The Landscape Design Plan must 1) contain the following statement “I have complied with the criteria of the Model Water Efficient Landscape Ordinance and have applied them for the efficient use of water in the landscape design plan” and 2) shall bear the signature of a licensed landscape architect or licensed landscape contractor.</p> <p><b><u>Compliance with the design measures listed in the Prescriptive Compliance (APPENDIX –D of the State MWELO) Landscape Design Checklist (available on the following page) is mandatory and must be documented on the landscape plans in order to use the Prescriptive Compliance option 2.</u></b></p> | <input type="checkbox"/> |

## Prescriptive Compliance Landscape Design Checklist

(Can only be used when aggregate landscape areas are 2,500 square feet or less)

The criteria listed below is mandated by the California Department of Water Resources (DWR) and must be satisfied for projects applying for Prescriptive Compliance. More detail can be found in Appendix D of CCR Title 23: [water.ca.gov/LegacyFiles/wateruseefficiency](http://water.ca.gov/LegacyFiles/wateruseefficiency)

| Landscape Parameter      | Design Measures  | Location on Plans |
|--------------------------|--|-------------------|
| <b>Compost</b>           | Incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).  |                   |
| <b>Plant Water Use</b>   | <p><u>Residential:</u> Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water.</p> <p><u>Non-residential:</u> Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water.</p> |                   |
| <b>Mulch</b>             | A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.   |                   |
| <b>Turf</b>              | Total turf area shall not exceed 25% of the landscape area. Turf is not allowed in non-residential projects.   |                   |
|                          | Turf (if utilized) is limited to slopes not exceeding 25% and is not used in parkways less than 10 feet in width.  |                   |
|                          | Turf, if utilized in parkways is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.  |                   |
| <b>Irrigation System</b> | Irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor.   |                   |
|                          | Irrigation controller programming data will not be lost due to an interruption in the primary power source.  |                   |
|                          | Areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.   |                   |
|                          | A private landscape submeter is installed at non-residential landscape areas of 1,000 sq. ft. or more.   |                   |

### **Note**

Landscape area includes all the planting areas, turf areas, and water features in a landscape design plan and are subject to the Maximum Applied Water Allowance calculation (MAWA). 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, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).



## SECTION E. Landscape Plan Design Requirements

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The following information must be included on landscape plans before your permit application can be processed. Please provide the appropriate information on construction documents.

### Landscape Documentation Package

*The following should be taken into consideration when preparing the Landscape and Irrigation Plans for the required Landscape Documentation Submittal Package.*

- The project's address, total landscape area, water supply type, and contacts shall be stated on the plans.
- Add, sign, and date the following statement on the plans: "I have complied with the criteria of the Model Water Efficient Landscape Ordinance and have applied them for the efficient use of water in the landscape design plans."
- Water Efficient Landscape Worksheet that includes a hydrozone information table and water budget calculations shall be pasted within landscape plans. An example WELO Worksheet is provided in this document in **Section F**.
- A landscape design plan and irrigation design plan shall be submitted for plan check.

### Municipal Code Section 17.68.040 - General Landscape Requirements

*The following should be taken into consideration when preparing the Landscape and Irrigation Submittal Package in accordance with San Clemente Municipal Code (SCMC) Section 17.68.040, General Landscaping Requirements. Landscaping requirements for specific zones can be found in Section 17.68.050 of the San Clemente Municipal Code.*

- Landscaping shall consist primarily of drought tolerant living plant material. Hardscape improvement shall not be counted toward fulfilling the required landscape.
- Only landscaping on private property shall count toward the landscaping square foot requirements for specific zones. Landscaping for parking areas, signs, provided in accordance with Section SCMC 17.64.060(C), Landscaping, and Section SCMC 17.84.020(B)(3), Landscaping, shall count toward the landscaping requirements.
- California Native plant species shall be planted in at least 60 percent of required landscaped areas.
- Trees and shrubs plants on private property shall be planted so that at maturity they do not interfere with service lines, traffic safety visibility area, and basic property rights of adjacent property owners.

- Trees planted (on private property) near public bicycle trails or curbs shall be of a species and installed in a manner which prevents physical damage to sidewalks, curbs, gutters and other public improvements. Root control barriers shall be utilized.
- All landscaping for nonresidential, mixed-use, and multifamily residential projects shall have automatic irrigation systems. Duplexes and single-family residential projects need not have automatic irrigation systems, but shall have a permanent means of irrigating landscaping. Low precipitation and drip-type systems are encouraged.
- Utilities may occur within required landscaped area, but only if underground utilities will not preclude appropriate planting of trees, and the utility facilities are screened from public view.
- Should any provision of the San Clemente Municipal Code conflict with any other provision in the State Model Water Efficiency Landscape Ordinance or any adopted Specific or Master Plans, the more restrictive requirements shall apply.

### **Landscape Design Plan Requirements**

- The landscape design plans, at a minimum, shall:
  - Delineate and label each hydrozone by number, letter, or other methods.
  - Identify each hydrozone as low, moderate, high water, or mixed water use.
  - Identify recreational areas, areas solely dedicated to edible plants, areas irrigated with recycled water, type and surface area of water features, impermeable and permeable hardscape, and any infiltration systems.
- For hydrozones with a mix of both low and moderate water use plants or both moderate and high water use plants, the higher plant factor or the plant factor based on proportions of the respective plant water uses shall be used. Hydrozones containing a mix of low and high water use plants is not permitted.
- Turf is not allowed on slopes greater than 25% where the toe of the slope is adjacent to an impermeable hardscape. When possible, if turf is sloped towards public sidewalk a flat area of 2 feet is required behind the hardscape to mitigate drainage into ROW.
- Organic mulch materials made from recycled or post-consumer shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.
- Add note to plans:
  - “Recirculating water systems shall be used for water features.”
  - “A minimum 3-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.”



- “For soils less than 6% organic matter in the top 6 inches of soil, compost at a rate of a minimum of four cubic yards per 1,000 square feet or permeable area shall be incorporated to a depth of six inches into the soil.”
- Fuel Modification Zones.
  - A landscape design plan for projects in fire-prone areas and fuel modification zones shall comply with requirements of the local Fire Authority, where applicable. Refer to the OCFA Fuel Modification Plan Guidelines.
  - When conflicts between water conservation and fire safety design elements exist, the fire safety requirements shall have priority.
  - Projects in fuel modifications zones require a Screening Form, provided by the Building Division.

## **Irrigation Design Plan Requirements**

- The irrigation plans, at minimum, shall contain the following:
  - Location and size of separate water meters for landscape.
  - Locations, type, and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices.
  - Static water pressure at the point of connection to the public water supply.
  - Flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station.
- A dedicated water service meter or private submeter shall be installed for all non-residential irrigated landscapes of at least 1,000 sq. ft. and all residential irrigated landscape areas of at least 5,000 sq. ft.
- Add note to plans: “Pressure regulating devices are required if water pressure is below or exceeds the recommended pressure of the specified irrigation devices.”
- Manual shut-off valves shall be required, as close as possible to the point of connection of the water supply, to minimize water loss in case of an emergency or routine repair.
- Add note to plans: “Check valves or anti-drain valves are required on all sprinkler heads where low point drainage could occur.”
- Areas less than 10-feet in width in any direction shall be irrigated with subsurface or drip irrigation.
- Overhead irrigation shall not be permitted within 24-in. of any non-permeable surface.
- In mulched planting areas, the use of low volume irrigation (drip or low volume overhead irrigation) is required to maximize water infiltration into the root zone; with the exception

of areas with fuel modification requirements and/or those that require plant establishment to comply with local grading ordinances.

### **Required Statements and Certification**

- Add the following statement on the Landscape, Grading, and Irrigation Plans: “I have complied with the criteria of the Model Water Efficient Landscape Ordinance and have applied them for the efficient use of water in the landscape design plans”.
- The final set of landscape and irrigation plans shall bear the signature of a licensed landscape architect, licensed landscape contractor, certified landscape designer, licensed architect, licensed engineer, or licensed land surveyor.
- Certification of Landscape Design form (provided as **Section G** of this document) shall be completed and wet-signed by a licensed landscape architect, licensed landscape contractor, certified landscape designer, licensed architect, licensed engineer, or licensed land surveyor.
- Add note to plans: “A diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for the subsequent management purposes.”
- Add note to plans: “A Certificate of Completion shall be filled out and certified by either the designer of the landscape plans, irrigation plans, or the licensed landscape contractor for the project”. The Landscape Installation Certificate of Completion form can be found in **Section J** of this document.
- Add note on plans: “An irrigation audit report shall be completed at the time of final inspection”.
- Add note on plans: “I have complied with Regulations for fuel modification zones as determined by the Orange County Fire Authority (OCFA) including high risk Fuel Modification Plan Guidelines, general landscape designs, and appropriate plant selection”.



## SECTION F. WATER EFFICIENT LANDSCAPE WORKSHEET

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

**Landscape Area Sector Type  
(Select one):**

Residential (0.55)

Non-residential (0.45)

**Reference Evapotranspiration (ET<sub>o</sub>)<sup>a</sup>: 46.4**

| Hydrozone #/Planting Description | Location | Plant Factor <sup>b</sup><br>(PF) | Irrigation Method <sup>c</sup> | Irrigation Efficiency <sup>c</sup><br>(IE) | ETAF <sup>e</sup><br>(PF/IE) | Landscape Area<br>(sq. ft.) | ETAF x Area  | Estimated Total Water Used<br>(ETWU) |  |
|----------------------------------|----------|-----------------------------------|--------------------------------|--|------------------------------|-----------------------------|--------------|--------------------------------------|--|
| <b>Regular Landscape Area</b>    |          |                                   |                                |  |                              |                             |              |                                      |  |
| 1                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 2                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 3                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 4                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 5                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 6                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 7                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 8                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 9                                |          |                                   |                                |  |                              |                             |              |                                      |  |
| 10                               |          |                                   |                                |  |                              |                             |              |                                      |  |
| 11                               |          |                                   |                                |  |                              |                             |              |                                      |  |
| 12                               |          |                                   |                                |  |                              |                             |              |                                      |  |
|                                  |          |                                   |                                |  |                              | <b>Avg.</b>                 | <b>Total</b> | <b>Total</b>                         |  |
|                                  |          |                                   |                                |  |                              |                             |              |                                      |  |

Average ETAF for regular Landscape Area\* (circle one):      In compliance      Not In Compliance

| <b>Special Landscape Area</b> |  |  |  |  |  |   |  |  |  |
|-------------------------------|--|--|--|--|--|---|--|--|--|
| SLA-1                         |  |  |  |  |  |   |  |  |  |
| SLA-2                         |  |  |  |  |  |   |  |  |  |
| SLA-3                         |  |  |  |  |  |   |  |  |  |
| SLA-4                         |  |  |  |  |  |   |  |  |  |
| SLA-5                         |  |  |  |  |  |   |  |  |  |
| <b>Totals</b>                 |  |  |  |  |  |   |  |  |  |
|                               |  |  |  |  |  | Total Landscape Area                                |  |  |  |
|                               |  |  |  |  |  | Site wide ETAF                                      |  |  |  |
|                               |  |  |  |  |  | ETWU Total  |  |  |  |
|                               |  |  |  |  |  | Maximum Allowed Water Allowance (MAWA) <sup>f</sup> |  |  |  |

## WORKSHEET INFORMATION & EQUATIONS

<sup>a</sup> Local monthly evapotranspiration rates are listed in Appendix D. of the State MWELo law.

<sup>b</sup> The following table can be used for common plant factors:

| <b>Pools and other<br/>Water Features</b> | <b>Plant Factor</b>               | <b>PF</b> |
|---|-----------------------------------|-----------|
|   | Very low water use plant          | 0.1       |
|   | Low water use plant               | 0.2       |
|   | Medium water use plant            | 0.5       |
|   | High water use plant              | 0.8       |
|   | Lawn                              | 0.8       |
|   | Pool, spa, or other water feature | 1.0       |

<sup>c</sup> *Irrigation efficiency* is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average *irrigation efficiency* for purposes of these *Guidelines* is 0.71. The following *irrigation efficiency* may be obtained for the listed irrigation heads with an *Irrigation Management Efficiency* of 90%:

| <b>Irrigation Method</b>                            | <b>IE</b> |
|---|-----------|
| Spray nozzles                                       | 71%       |
| High efficiency spray nozzles                       | 73%       |
| Multi stream/Multi trajectory rotary (MSMT) nozzles | 76%       |
| Stream rotor nozzle                                 | 73%       |
| Microspray  | 76%       |
| Bubblers  | 77%       |
| Drip emitter  | 81%       |
| Subsurface drip                                     | 81%       |

<sup>d</sup> Estimated Total Water Use (ETWU) is the annual gallons required  

$$ETWU = (ETo) \times (0.62) \times (ETAF \times Area)$$

where, ETo = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 ETAF = plant factor ÷ irrigation efficiency

<sup>e</sup> Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for nonresidential areas.

<sup>f</sup> Maximum Allowed Water Allowance (MAWA) is the annual gallons allowed  

$$MAWA = (ETo) \times (0.62) \times [(ETAF \times LA) + ((1-ETAF) \times SLA)]$$

Where, ETo = annual evapotranspiration rate in inches per year  
 0.62 = factor used to convert inches per year to gallons per square foot  
 ETAF = plant factor ÷ irrigation efficiency  
 LA = total (site wide) landscape area in square feet  
 SLA = total special landscape area



## SECTION G. CERTIFICATION OF LANDSCAPE DESIGN

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- (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 and 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 San Clemente Zoning Code (Chapter 17.68, Landscape Standards) and the City of San Clemente Submittal Requirements and Guidelines for Implementation of the Model Water Efficient Landscape Ordinance (MWELo) Standards and Requirements, including compliance with requirements for Prescriptive Compliance option if applicable.
- (4) The information I have provided in this Certification of Landscape Design is true and correct and is hereby submitted in compliance with the City of San Clemente Submittal Requirements and Guidelines for implementation of the City of San Clemente Model Water Efficient Landscape Ordinance (MWELo) Standards and Requirements.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email Address



Landscape Design Professional's  
Stamp (if applicable).



# LANDSCAPE REVIEW TRANSMITTAL FORM

Project # \_\_\_\_\_

## SECTION H.

DMT       Plan Check

TO: Summers, Murphy & Partners, Inc., Landscape Architects  
34118 Pacific Coast Highway  
Dana Point CA 92629

FROM: City of San Clemente  
Community Development Department  
910 Calle Negocio, Suite 100  
San Clemente CA 92673  
Phone: (949) 361-6100  
Fax: (949) 366-4750  
E-mail: [planning@san-clemente.org](mailto:planning@san-clemente.org)

### ➤ Project Information

Project Name \_\_\_\_\_

Address/Location \_\_\_\_\_

Owner/Applicant \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

Landscape Architect \_\_\_\_\_ Phone # \_\_\_\_\_

Sheet Size \_\_\_\_\_ # of Sheets \_\_\_\_\_

### ➤ Attachments

- Conceptual Landscape Plans
- Detailed Landscape Plans
- Conditions of Approval
- Other
- Cost Estimate
- Grading Plans or as Built
- Coastal Development Permit
- WELO Worksheet provided in plans

### ➤ Landscape Plan Check Fees

| Sheet Size      | Initial Fee    | Initial Admin. Fee | Recheck Fee   | Recheck Admin. Fee |
|-----------------|----------------|--------------------|---------------|--------------------|
| 24" x 36" Plans | \$230.00/Sheet | 10%, \$200.00 max. | \$50.00/Sheet | 10%, \$25.00 min.  |
| 30" x 42" Plans | \$345.00/Sheet | 10%, \$200.00 max. | \$50.00/Sheet | 10%, \$25.00 min.  |



# SECTION I. CITY OF SAN CLEMENTE LANDSCAPE INSPECTION CHECKLIST

## TO BE COMPLETED PRIOR TO THE REQUEST OF FINAL BUILDING INSPECTION

Prior to requesting a final project inspection, the Project Landscape Architect of record shall provide confirmation in writing that at the minimum the following items are addressed and completed. **The City of San Clemente will not provide a final inspection until the Planning Division receives a completed Landscape Inspection Checklist and the required inspection fees.** At least 48 hours notice shall be provided by the project’s representative to the City when requesting an appointment (weekends and holidays excluded).

The following list represents a guide for the minimum tasks to be verified, initialed, and signed as completed by the Project Landscape Architect.

*INITIAL*

1. Provide a complete irrigation inspection verifying all irrigation systems and appurtenances are installed, per plan. The irrigation installation must meet the City of San Clemente requirements to provide 100% coverage of irrigation equipment, workmanship and coverage test, that the water point of connection is separate from building service, and the reclaimed water equipment is installed per health code requirements (if applicable). \_\_\_\_\_
2. Provide a complete field review of landscape grading and drainage devices to verify all swales have positive drainage and that no standing water occurs. \_\_\_\_\_
3. Verify that all trees, shrubs, ground cover and turf have been installed, per plan, with proper backfill amendments coordinating with the required site specific agronomic soils report. \_\_\_\_\_
4. If Association common areas are adjacent to project, verify that any disturbed common areas have been brought back up to their original condition by installing contractor prior to final approval. This may require the addition of container plan material over and above the allowance shown on the originally approved landscape plans. \_\_\_\_\_
5. Show evidence that as-built plans, controller charts and other written documentation is complete and provided to the City of San Clemente for record purposes. \_\_\_\_\_
6. Provide to the inspector the **Landscape Certificate of Completion** wet-signed and completed by a licensed landscape architect, licensed landscape contractor, certified landscape designer, licensed architect, licensed engineer, or licensed land surveyor. \_\_\_\_\_

\_\_\_\_\_  
Signature (Landscape Architect of Record)

\_\_\_\_\_  
Date



## SECTION J. LANDSCAPE INSTALLATION CERTIFICATION OF COMPLETION

(To be given to the Building Inspector during final inspection)

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, 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 San Clemente Zoning Code (Chapter 17.68 Landscape Standards) and the City of San Clemente Submittal Requirements and Guidelines for Implementation of the City of San Clemente Water Efficient Landscape Standards and Requirements for the efficient use of water in the landscape.
- (4) The information I have provided in this Landscape Installation Certificate of Completion is true and correct and is hereby submitted in compliance with the City of San Clemente Guidelines for Implementation of the City of San Clemente Water Efficient Landscape Standards and Requirements.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email Address

Landscape Design Professional's  
Stamp (If Appropriate)

**This certificate MUST be provided  
to the Building Inspector during  
final inspection**