COMPREHENSIVE
LANDSCAPE GUIDELINES AND STANDARDS
As of October 8, 2009

Juan C. Perez, Director
Riverside County Transportation & Land Management Agency
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STD. R-004  Fertilizer Injector (for Mainline)
Regulation
STD. R-010 Reclaimed Booster Pump (for Irrigation System)
STD. R-011 Reclaimed Pressure Regulating Valve

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STD. R-020 Reclaimed Master Valve (Normally Closed at 12” Depth)
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STD. R-022 Reclaimed Flow Sensor (at 12” Depth)

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STD. R-052 Reclaimed Bubbler for Trees on Slopes (with Steel “J” Hook)
STD. R-053 Reclaimed 6” Pop-Up Bubbler (with External Check Valve)

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PREFACE

Within the County of Riverside there are multiple ordinances or guideline documents that reference landscape requirements. Due to the varying and sometimes conflicting direction for landscape requirements in these multiple documents, a comprehensive guideline was envisioned. These Comprehensive Landscape Guidelines currently focus on issues germane to Transportation Department review of landscape plans, with the intent of clarifying the requirements and process for both project applicants and plan check personnel.

Due to the complexity and multi-level coordination involved with the Riverside County Transportation and Land Management Agency (RCTLMA), this DRAFT guideline currently serves only as a first step in achieving the goal of combining and coordinating all landscape issues for projects reviewed by other departments within the RCTLMA.

Multiple personnel within RCTLMA have already been involved and have made contributions to the content of this DRAFT document. However, there are remaining issues to be resolved between differing requirements of existing ordinances and/or departments within the RCTLMA. There are also items contained in existing ordinances that should be revised in the opinion of some staff and/or the landscape architect consultant that prepared this DRAFT. Clarifications or Alternative Direction comments by Van Dyke Landscape Architects (Landscape Architect Consultant to Transportation) are shown with the following bullet symbol and in italicized text:

□ Clarification: (comment here)
SECTION 1
Introduction and Purpose

These guidelines and standards are intended to assist landscape architects, irrigation designers, planners, developers, project applicants, contractors, and the public with the various landscape requirements and procedures within unincorporated areas of Riverside County.

The Riverside County Transportation Department reviews landscape planting and irrigation plans for areas within the public right-of-way, which includes landscaped medians. Project plans are reviewed for compliance with applicable County Ordinances as well as Transportation Department Plan Check Policies and Guidelines. The landscape improvements to be reviewed also include certain hardscape elements such as concrete sidewalks, decomposed granite (D.G.) mutli-purpose trails, theme fencing (PVC rail fencing), concrete header curbs, and median paving such as stamped concrete or grouted cobble.

The Transportation Department does not review landscape areas outside of the public right-of-way unless the applicant is applying for the area to be annexed into Landscaping & Lighting Maintenance District No. 89-1-Consolidated (L&LMD No. 89-1-C). To be eligible for annexation consideration, the area outside of the public right-of-way should be contiguous to the public right-of-way and the perimeter walls or fencing of a development parcel. This condition usually occurs when there is a flat area or an upslope from the right-of-way to the perimeter wall.
SECTION 2
Existing Ordinances with Sections Pertaining to Landscape Architecture

There are several Riverside County ordinances that have sections pertaining to landscape architecture. A comprehensive list of ordinances can be viewed at http://www.boardofsupervisors.co.riverside.ca.us/ords.htm. In addition to summarizing landscape architecture issues within existing ordinances, this section also provides alternative direction on certain items, due primarily to conflicts between Transportation Department Improvement Plan Check Policies and Guidelines and existing ordinances.

2.1 Ordinance 348 – Land Use Ordinance – Planning

2.1.1 Ordinance 348 describes Land Use Zoning and required landscape requirements for each zone.

2.1.2 Ord. 348, Section 18.12 – Describes off-street parking requirements for each land use.

2.1.3 Ord. 348, Section 18.12.b.(1) – Describes Landscape Plan requirements.

2.1.4 Ord. 348, Section 18.12.b.(2) – References “Riverside County Guide to Trees, Shrubs and Groundcovers.”

☐ Clarification: The referenced guide is now linked to the more recent ‘County of Riverside California Friendly Plant List’, which is updated periodically and can be found on the County Planning website at http://www.tlma.co.riverside.ca.us/planning/content/devproc/landscape/landscape.html.

2.1.5 ARTICLE XIXf. –WATER EFFICIENT LANDSCAPE REQUIREMENTS.

☐ Clarification: refer to the more recent Ordinance 859- Water Efficient Landscape Requirements, and these guidelines and standards.

2.1.6 Ord. 348, Section 19.302.a.(1) - References “Riverside County Guide to Trees, Shrubs and Groundcovers.”

☐ Clarification: The referenced guide is now linked to the more recent ‘County of Riverside California Friendly Plant List’, which is updated periodically and can be found on the County Planning website at http://www.tlma.co.riverside.ca.us/planning/content/devproc/landscape/landscape.html.

2.2 Ordinance 457 – Building Codes and Fees

2.2.1 Ord. 457, Page 21 – Defines Landscape Architect and Slope Control Specialist

2.2.2 Ord. 457, Pages 25-27 – Defines requirements for permanent erosion control landscaping. (Required for all slopes over 3’ vertical height.)
The current Ordinance requires trees on slopes over 15’ in height. This guideline requires trees on slopes over 15’ in depth, regardless of height.

Due to lack of reliability and accuracy, moisture sensor requirement shall be omitted.

2.3 Ordinance 460 – Subdivision Regulations

2.3.1 Ord. 460, Section 5.3, 5.4 - Irrigation and Planting plans, as defined in Ordinance 348, shall be submitted with tentative tract map.

Clarification: Planting and Irrigation plans designed per the level of detail described in Ordinance 348 (or the subsequent Ordinance 859), are usually prepared in conjunction with the Conditions of Approval of a tentative map as “PRIOR TO RECORDATION OR BUILDING PERMIT” minor plot plan applications, versus at time of tentative map submittal.

2.3.2 Ord. 460, Section 5.3 – A landscape maintenance responsibility master plan shall be submitted with tentative tract map

2.3.3 Ord. 460, Section 10.2.J.1 – A buffer of fire retardant landscaping shall be provided in High Fire Areas as shown on the General Plan Hazardous Fire Area Map.

2.3.4 Ord. 460, ARTICLE XIV - STREET TREES

2.3.5 Ord. 460, Section 14.1 GENERAL PROVISIONS

A. The planting of street trees in connection with the development of new land divisions is desirable and shall be required as a condition of approval.

B. All land divisions governed by this section shall be required to have planted a minimum of one street tree per parcel frontage prior to final building inspection based on the following standards:

1. Street Trees shall be chosen from Land Use Ordinance No. 348, article XIXj, Water Efficient Landscape Requirements, the accompanying tree list and the Riverside County guide to Trees, Shrubs and Ground Covers. Each choice should reflect consideration of the geographic zone involved.

   Clarification: The referenced guide is now linked to the more recent ‘County of Riverside California Friendly Plant List’, which is updated periodically and can be found on the County Planning website.

2. Trees shall be located such that at 15 years of age that the crown will not encroach across property lines or into street rights-of-way.

   Clarification: Trees that are considered messy should not be located where limbs will overhang property lines.

3. Trees shall be located a minimum of ten feet from driveways.
Clarification: Trees shall be located a minimum of ten feet from residential driveways and fifteen feet from commercial driveways per ordinance 461, standard 1101.

4. Trees shall be spaced at approximately 60 foot intervals or a minimum of one tree per lot frontage.

   Clarification: A minimum of one tree per residential front yard is required along streets with residential front yards facing the street. For all other frontages, trees shall be spaced between 15 feet to 60 feet on center, and may be clustered depending on species and project theme, with the overall minimum quantity of trees based on the total linear feet of frontage with an average of one tree per 60 linear feet of frontage for each side of the street.

5. For corner lots, street trees shall be required on both street frontages, provided such planting does not interfere with sight distances and setbacks.

   Clarification: Correct spelling above to “sight” distance, which refers to visual line of sight zones that are restricted for tree planting per Ordinance 461, Standard 821. Ordinance 461, Standard 1101-Tree Exclusion Zone also applies to tree placement at intersections.

   Clarification: Trees in medians that fall within line of sight zones that are restricted for tree planting per Ordinance 461, Standard 821 will be reviewed on a ‘per case’ basis for the provision of high quality streetscape character. Exceptions will be made only if it is determined by the Transportation Department that public safety is not compromised regarding sight distances considerations.

6. Street trees shall not be required along street frontages where noise attenuation walls exist or will be required.

   Clarification: This does not apply to tract walls or tract perimeter walls. Sufficient space shall be provided for tree planting.

7. All street trees shall be staked. Tree stakes shall be 1-1/2 to 2 inches in diameter, 8 feet in length, and driven into the hole before tree is planted on the side from which the prevailing winds come. The tree shall be secured to the stake in two or three places with plastic, cloth or rubber ties.

   Clarification: Per these guidelines, trees shall be staked with a minimum of two 2” diameter stakes placed perpendicular to the direction of prevailing winds. Trees shall be secured to stakes by six tree ties at three locations. In high wind exposure areas, a minimum of two to three 3” diameter stakes shall be used. Designers should consider multi-trunk form trees in high wind exposure areas due to this form of tree being less susceptible to breaking or snapping in high winds. Refer to planting details within these guidelines and standards.

8. Exceptions to street tree planting may be permitted in cul-de-sacs and on those lots where proper spacing is not possible. Requests for exception shall be made to the Planning Director.
2.3.6 Ord. 460, Section 14.2 SECURITY AND AGREEMENTS
Defines street tree security and agreements. The land divider shall enter into an agreement with the Transportation Department for the planting of trees and one year warranty. The security is $100.00 for each tree required.

2.3.7 Section 14.3 EXEMPTIONS
Defines street tree exemptions.

2.3.8 Section 14.4 ENFORCEMENT
Defines that the Transportation Department is responsible for street tree enforcement.

2.3.9 Ord. 460, ARTICLE XV - SOIL EROSION CONTROL DUE TO WIND
Defines landscape requirements for soil erosion control.

2.4 Ordinance 461 – Road Improvement Standards and Specifications

2.4.1 Ord. 461, Standards 81-112 defines sidewalk and landscape configurations for County Roads

2.4.2 Ord. 461, Standard 113 defines landscaped median requirements for concrete maintenance walk, drainage patterns, and makes reference to some landscape and irrigation issues.

☐ Clarification: Refer to additional Median Criteria below as developed with key staff within the Transportation Department

a) 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, brown, sand, or tan. A gray or slate color is not permitted, since this color will not differentiate the median from the roadway.

b) Fixed objects such as boulders should not be located in medians.

c) Monument signs are allowed on a ‘per case basis’ with Transportation Department approval.

d) 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.

e) Trees shall be offset 6’ min. from curb face (modified local streets shall be offset 3.5’ min. from curb face)

f) Trees shall be approved for medians per the CA Friendly Plant List, available on the County Planning Department website (see median width categories and corresponding tree species). Large-scale trees with large diameter trunks at maturity are not allowed in medians.
g) 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.

h) Max. shrub height at maturity in sight lines shall be 24” above finish grade (or less depending on vertical curve sight visibility restrictions)

i) Irrigation shall be bubblers or approved subsurface / drip technology. Drip irrigation under ½” pipe or tube diameter is not permitted. See approved Irrigation Details in these guidelines.

2.4.3 Ord. 461, Standard 401 defines sidewalks and parkway locations.

2.4.4 Ord. 461, Standard 404 defines meandering sidewalks and parkways.

☐ Clarification: Utility lines and improvements are required to be shown as part of the electronic base background on planting and irrigation plans to ensure the avoidance of conflicts with meandering sidewalks, tree locations, irrigation lines, etc.

2.4.5 Ord. 461, Standard 405 defines multipurpose trails.

☐ Clarification: Refer to the Details section of these guidelines for revised multi-purpose trail construction details that include concrete header edging and PVC rail fencing.

2.4.6 Ord. 461, Standard 817 defines dry utility locations.

☐ Clarification: sidewalk and tree plans shall be coordinated with the dry utility plans to avoid conflicts during construction.

2.4.7 Ord. 461, Standard 821 defines intersection sight distance lines and determines limited use areas where shrubs over 30” mature height and trees are prohibited.

☐ Clarification: The sight distance lines and restricted use zones shall be drafted on the Street Landscape Plans.

2.4.8 Ord. 461, Standard 1101, defines tree setbacks at intersections and driveways.

2.4.9 Ord. 461, Specifications – Includes general specifications for roadway landscaping.

2.5 Ordinance 499 – Encroachments in County Highways

2.5.1 Ord. 499 - An encroachment permit is required for any improvements, including landscaping, within the public right of way.

2.5.2 Ord. 499 - The ordinance also regulates the removal or severe trimming of trees within the public right of way without obtaining a permit.
2.6 **Ordinance 559 – Removal of Trees**

2.6.1 Ord. 599 - Requires a permit for native tree removal in areas above 5,000 feet in elevation and on parcels greater than one-half acre in size.

2.7 **Ordinance 787 – Uniform Fire Code**


2.7.2 Ord. 787 - Page 30 – Appendix II-A-Section 1.1 - Defines Hazardous fire areas.

Projects proposed to be developed on land adjacent to open space require Fuel Modification Plans that identify how the plans will comply with the “100’ of defensible space” criteria from the Riverside County Fire Department. More information is needed for coordinating project reviews by the Fire Department with published landscape guidelines.

2.8 **Ordinance 859 – Water Efficient Landscape Requirements**

A summary of the intent of this ordinance is as follows:

2.8.1 To promote water-efficient landscaping, water use management and water conservation through the use of water-efficient landscaping, wise use of turf areas and appropriate use of irrigation technology and management;

2.8.2 To reduce the water demands from landscapes without a decline in landscape quality or quantity;

2.8.3 To retain flexibility and encourage creativity through appropriate design;

2.8.4 To assure the attainment of water-efficient landscape goals by requiring that landscapes not exceed a maximum water demand of eighty percent (80%) of its reference evapotranspiration (ETo) or any lower percentage as may be required by state legislation;

2.8.5 To eliminate water waste from overspray and/or runoff; and

2.8.6 To achieve water conservation by raising the public awareness of the need to conserve water through education and motivation and to embrace an effective water demand management system.

See the following section, “Riverside County Guide to Water Efficient Landscape Requirements”.

-8-
SECTION 3
Riverside County Guide to Water Efficient Landscape Requirements

3.1 Purpose

3.1.1 This guide is designed to assist landscape architects, irrigation designers, contractors, planners and the public in the selection of plant materials and irrigation methods that meet the objectives of Ordinances 859 and 348.

3.1.2 In order to conserve water in the drought prone state of California, legislation such as AB325 and 1818 mandates the practice of water conservation.

3.1.3 Riverside County’s commitment to water conservation is exemplified in the adoption of standards that result in a reduction of water usage County-wide, while maintaining a high level of quality landscaping. It is the County’s goal to reduce irrigation water usage by 20% through implementation of these requirements.

3.2 Applicability

3.2.1 Ordinance 859 and these guidelines are applicable to all discretionary permits and/or approvals for the following:

1. Commercial Development
2. Industrial Development
3. Residential Development
   a. Multi-family Development
   b. Single Family Common Areas
   c. Single Family Front Yards

   (1.) The project applicant shall provide home buyers with sample water efficient planting and irrigation plans, outdoor water conservation pamphlets from the water purveyor (if available), and additional educational material as approved by the Planning Director upon the sale of each dwelling unit within the project.

   (2.) Please note that the Metropolitan Water District of Southern California (MWD) also has a California Friendly® rebate program available for front yard typical landscaping. MWD rebate approved plans will be deemed compliant with Ordinance 859 and these guidelines subject to Planning Department review.

d. Single Family Erosion control landscaping (slopes over 3’ in vertical height)
e. Model Homes
(1.) A sign indicating that the model home features water efficient planting and irrigation shall be displayed in the front yard of each model home which is clearly visible to home buyers.

(2.) Please note that the Metropolitan Water District of Southern California (MWD) also has a California Friendly® rebate program available for model home landscaping. MWD rebate approved plans will be deemed compliant with Ordinance 859 and these guidelines subject to Planning Department review.

f. Fuel Modification Zones

4. Road rights-of-way

5. Parks and Public Lands

6. Flood Control Areas

   a. Retention/ Detention Basins
   b. Water Quality Swales (‘Bioswales’)

7. Multiple Species Habitat Conservation Plan (MSHCP) areas

   a. Applicants are required to consult with the Environmental Programs Department (EPD) to determine acceptable plant species within, and adjacent to, MSHCP areas.

3.2.2 In the event that the water purveyor for a proposed project has adopted more stringent water-efficient landscape requirements, the project shall comply with those requirements.

3.3 Planting Requirements

3.3.1 Low water use plant species as defined by the Water Use Classifications of Landscape Species (WUCOLS III) based on the project’s applicable WUCOLS zone are strongly encouraged for non-turf planting areas. (WUCOLS zones are also listed on the County of Riverside California Friendly Plant List for convenience.)

3.3.2 Plants must be grouped/irrigated on separate valve zones (hydrozones) based on their water use requirements, slope aspect, and sun/shade microclimate.

   a. If low water use plants (that can also survive/flourish with medium water application) are used in a medium water use hydrozone, they must be counted as medium water use in the irrigation calculations.

3.3.3 Plant species must be selected from the “County of Riverside California Friendly Plant List” as shown in Appendix ‘A’ and available online at http://www.tlma.co.riverside.ca.us/planning/content/devproc/landscape/landscape.html. Regarding plants on the list, note the following:
a. The species listed are not guaranteed for all situations. Consultation with a landscape architect, arborist, the proposed maintenance entity, local nurseries and the County department(s) having review authority of the landscape plans is recommended.
b. In order to incorporate plant species other than those listed, the project applicant must provide the Planning Director (or Transportation Department for projects under their review) with the following:
c. Water use requirements per WUCOLS III or field data verifying the plant’s landscape (crop) coefficient.
d. Plant species description from Sunset Western Garden Book or other source.
e. Comparison to a similar species included in the plant list

3.3.4 Plants shall be selected based on their level of maintenance, durability, mature widths and heights, aesthetic appeal, and thematic qualities.

3.3.5 Do not use thorny plants where their placement could be hazardous to public safety such as near sidewalks or trails.

3.3.6 Plant species must be selected based on their appropriate plant hardiness climate zones as defined by Sunset Western Garden Book. (Sunset climates zones are also listed on the County of Riverside California Friendly Plant List for convenience.)

3.3.7 All non-turf planting areas must be mulched to retain moisture, suppress weeds, and moderate soil temperature. Mulch depth and type must be noted on plans.

a. Planting areas shall be mulched with a three inch (3”) minimum layer of organic mulch. (Areas of groundcover planted from flats shall be mulched with a one and one half inch (1 1/2”) minimum layer of organic mulch.)
b. Some maintenance districts require differing mulch thicknesses. The more stringent (thicker) requirement shall prevail.
c. Color enhanced mulches are prohibited.
d. Mulch may be omitted for native revegetation projects upon the recommendation of the project biologist.
e. Planting areas in the desert regions (Sunset Climate Zones 11 and 13) shall be mulched with a two inch (2”) layer of decomposed granite/ gravel mulch.
f. 1” minus (sieve gradation /size) decomposed granite mulch is suggested for aesthetic purposes.
g. Cobble groundcover areas within the public R.O.W. must be grouted in place unless commercial/industrial private maintenance.
h. Mulch shall be omitted for hydroseeded areas.

3.3.8 Turf shall be used as a functional recreational element rather than solely for aesthetic purposes.
a. Small, irregularly shaped turf areas shall be avoided.
b. Lower water use, warm season turf grasses are encouraged. Grasses such as Bermuda that are dormant (brown) in the winter are acceptable if the maintenance entity over-seeds with perennial rye on an annual basis during the dormancy period.
c. If over-seeding is not a practice of the maintenance entity, a deep-rooting, drought resistant, hybrid tall fescue is encouraged.
d. Turf is prohibited within County road rights-of-way, unless the turf areas are contiguous to turf areas within parks.

3.3.9 Shrubs shall be designed so that their mature width will not require excessive pruning.

3.3.10 Street lights shall be shown on plans, and trees shall be located with a minimum of twenty foot (20’) clearance from street lights.

3.3.11 Vines shall be planted along all walls at ten feet (10’) on center as a graffiti prevention measure.

3.3.12 Plans must note or specify that site-specific agronomic soils test(s) are required, and that contractors are required to follow the test result report recommendations for amending the soil.

3.3.13 Planting plans shall include the following:

   a. Proposed trees, shrubs, groundcover, and vines clearly indicated.
   b. Legend including plant symbol, genus, species, common name, spacing, size, quantity, water use per applicable WUCOLS III zone, and detail reference (for example P-1, P-2, etc.).
   c. Indicate and label existing trees and vegetation to remain or to be removed.
   d. Notes, details, and specifications
   e. Root barrier noted for trees within 6’ of hardscape. Root barriers shall be placed in a linear fashion along edges of hardscape, not encircling the tree root ball.

   □ Also See “General Requirements for Landscape Plans” section for additional requirements.

3.4 Irrigation Requirements

Irrigation systems shall be designed, constructed, managed, and maintained to achieve the highest overall efficiency possible. Efficiency is measured by the amount of water beneficially used to sustain plant life divided by the amount of water applied. Efficiency is affected by the attributes of the controller, method of irrigation, irrigation equipment, proper hydrozoning, site topography, condition and size of plants, and weather conditions.
3.4.1 Projects must include a “smart” irrigation controller with the following attributes:
   a. Real-time, weather based program adjustment capability.
   b. Project must have an on-site weather station or external ET0 input.
   c. Rain sensors shall be placed within an unobstructed natural rainfall area and shall be located above the irrigation spray pattern.
   d. Master valve (or simultaneous operations)
   e. Multiple start times
   f. Minimum of two programs

3.4.2 High efficiency irrigation methods (for example, drip, ‘MP rotators’, micro-sprays) are encouraged.

3.4.3 Rotors and spray heads shall be designed and installed with minimized overspray onto paved surfaces, structures, and non-vegetated areas. The design shall be head-to-head coverage with a maximum of 60% diameter overlap. Rotors and spray heads shall be zoned separately. Half rotors and full rotors shall be zoned separately, unless matched precipitation nozzles are used.

3.4.4 For drip applications, in-line pressure regulators shall be used per factory recommendations for the specific irrigation products being used.

3.4.5 Irrigation systems shall be zoned according to plant water use, slope aspect, and sun/shade microclimate.

3.4.6 Anti-drain check valves shall be designed and installed at strategic points to prevent low head drainage.

3.4.7 Irrigation systems shall be scheduled so that the irrigation precipitation rate does not exceed the infiltration rate of the soil.

3.4.8 Recycled water must be used for irrigation if available. Plans must also be designed for recycled water for areas that are scheduled for recycled water in the future. Recycled water irrigation plans shall be reviewed and approved by the governing water purveyor to satisfy the requirements of the Riverside County Health Department.

   Also see “Recycled Water Irrigation” section.

3.4.9 A baseline irrigation schedule shall be provided on the plans for the initial 90-day plant establishment period and established landscape. The contractor shall adjust the schedule to meet site specific requirements and use the baseline schedule to set the weather-based controller. The schedule currently in effect shall be posted in the controller.
3.4.10 Controller shall be operational and set to real-time weather upon the completion of the 90 day maintenance period.

- Also see “Landscape Inspections” section.

3.4.11 Irrigation Plans shall also include the following:

- Location and size of service lateral(s) for irrigation water meter(s)
- Location and size of irrigation water meter(s)
- Static Water Pressure at point of connection (POC)
- Location, size and type of all irrigation components including, but not limited to, controller, backflow prevention device, ball valves, pressure supply line (include class or schedule of pipe), lateral lines (include class or schedule of pipe), pipe sizing, valves, spray heads, rotors, drip, low volume irrigation equipment, gallons per minute, pressure regulators, and pumps.
- Hydraulic Calculation worksheet including flow rate (gallons per minute) and design operating pressure.
- Irrigation legend with the symbol, manufacturer name, model number (or non-proprietary description for publicly funded projects)

3.5 Water Budget Calculations

Water budgets are used to assist designers and governing authorities. They are a tool to verify compliance with the state requirements for water conservation and they assist with water demand management. A water budget determines how much water a particular landscape needs over a specified period of time. The Maximum Annual Water Allowance (MAWA) is calculated and compared to the Estimated Annual Water Use (EAWU) to verify the landscape is not exceeding allowed water use.

3.5.1 Maximum Annual Water Allowance (MAWA) = ETo x 80% x S.F. x 0.62 / 7.48

- ETo = Annual Reference Evapotranspiration Rate (the quantity of water evaporated from adjacent soil surfaces and transpired by plants) in inches for a particular climate zone.
- 80% = The percentage of ETo allowed per Ordinance 859
- S.F. = Landscaped area in square feet.
- 0.62 = Conversion factor for inches to gallons
- 7.48 = Conversion factor for gallons to cubic feet (C.F.)

Since ETo rates vary according to climate, the ETo rate must be identified for the project. County of Riverside Reference ETo data, obtained from California Irrigation Management Information System (CIMIS) - Department of Water Resources Office weather stations in Riverside County is shown below:
If the project is not within one of the weather station areas listed, use the closest representative weather station.

3.5.2 Estimated Annual Water Use (EAWU) = \( ETo \times PF \times S.F. \times 0.62 / (IE \times 7.48) \)

The formula is calculated for each hydrozone separately, then the total of all hydrozones is divided by the Irrigation System Operation Efficiency (IS).

- PF = Average Plant Factor based on WUCOLS III

WUCOLS III categorizes plants as high (H), medium (M), low (L), and very low (VL) based on water requirements.

<table>
<thead>
<tr>
<th>Plant Category</th>
<th>Average Plant Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>0.8</td>
</tr>
<tr>
<td>M</td>
<td>0.5</td>
</tr>
<tr>
<td>L</td>
<td>0.2</td>
</tr>
<tr>
<td>VL</td>
<td>0.1</td>
</tr>
</tbody>
</table>

The water use requirements also vary according to regional climate zones. Plant categories used in the calculation must be from the appropriate WUCOLS Regional Zones as defined below:
### Table: WUCOLS III Corresponding Region

<table>
<thead>
<tr>
<th>Region</th>
<th>Sunset Zones</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>14, 15, 16, 17</td>
</tr>
<tr>
<td>2</td>
<td>8, 9</td>
</tr>
<tr>
<td>3</td>
<td>22, 23, 24</td>
</tr>
<tr>
<td>4</td>
<td>18, 19, 20, 21</td>
</tr>
<tr>
<td>5</td>
<td>11</td>
</tr>
<tr>
<td>6</td>
<td>13</td>
</tr>
</tbody>
</table>

- **IE** = Irrigation Efficiency is derived from measurements and estimates of the irrigation application method performance within controlled environmental conditions.

<table>
<thead>
<tr>
<th>Application Method</th>
<th>IE Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drip</td>
<td>0.90</td>
</tr>
<tr>
<td>Bubblers</td>
<td>0.85</td>
</tr>
<tr>
<td>MP Rotators</td>
<td>0.75</td>
</tr>
<tr>
<td>Rotors</td>
<td>0.75</td>
</tr>
<tr>
<td>Microsprays</td>
<td>0.70</td>
</tr>
<tr>
<td>Spray Heads</td>
<td>0.60</td>
</tr>
</tbody>
</table>

- **IS** = Irrigation System Operation Efficiency is derived from the efficiency of the controller.

<table>
<thead>
<tr>
<th>Controller Type</th>
<th>IS Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Smart” Controller</td>
<td>0.85 (Required)</td>
</tr>
</tbody>
</table>

3.5.3 The following water use calculation worksheet shall be completed and included on all landscape plans. It can be downloaded at

http://www.tlma.co.riverside.ca.us/planning/content/devproc/landscape/landscape.html

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK – SEE NEXT PAGE FOR CALCULATIONS WORKSHEET
### Riverside County Ordinance 859 Landscape Water Use Calculations

**SAMPLE - (Insert Project Name)**

(For projects with more than 1 hydrozone)

<table>
<thead>
<tr>
<th>Hydrozone #</th>
<th>Plant Factor</th>
<th>INPUT square footage of hydrozone</th>
<th>INPUT hydrozone irrigation efficiency</th>
<th>EAWU</th>
<th>SubTotal EAWU</th>
</tr>
</thead>
<tbody>
<tr>
<td># 1</td>
<td>0.8</td>
<td>0</td>
<td>0.6</td>
<td>0</td>
<td>17,160</td>
</tr>
<tr>
<td># 2</td>
<td>0.8</td>
<td>0</td>
<td>0.9</td>
<td>0</td>
<td>17,160</td>
</tr>
<tr>
<td># 3</td>
<td>0.5</td>
<td>6,500</td>
<td>0.9</td>
<td>17,160</td>
<td></td>
</tr>
<tr>
<td># 4</td>
<td>0.2</td>
<td>3,500</td>
<td>0.9</td>
<td>3696</td>
<td></td>
</tr>
<tr>
<td># 5</td>
<td>0.1</td>
<td>0</td>
<td>0.9</td>
<td>0</td>
<td>17,160</td>
</tr>
</tbody>
</table>

SubTotal EAWU = 17,160 cu ft / yr

Input Irrigation System Operation Factor = 0.85

Total EAWU = 20,188

**EAWU < MAWA = 17,828 cu ft / yr**

(this number must be positive)

---

**Figure 3-1 – Water Use Calculations Worksheet**
3.6 Water Efficient Landscape Maintenance

Perpetual landscape maintenance is paramount to water efficient landscaping and water conservation. Regardless of the efficiency of the irrigation design and installation, a landscape can quickly lose its efficiency with the lack of proper maintenance. The following list contains continual maintenance responsibilities:

a. Monitoring and adjustment of “smart” controllers
b. Repairing of broken/leaking/clogged/malfunctioning irrigation equipment
c. Calibrating irrigation application equipment to provide maximum efficiency
d. Maintaining minimum mulch levels
e. Pruning plants to eliminate irrigation application interference
f. Replacement of equipment with identical equipment
g. Replacement of plant materials with plants of identical water use requirements
SECTION 4
General Requirements for Landscape Plans

4.1 Cover Sheet Requirements

All submittals shall comply with the standard County of Riverside Cover Sheet (shown in Figure 4-1 and available in CAD format online at www.rctlma.org/trans/land_dev_landscaping_guidelines.html) and shall include the following information:

a. Project Name including street names
b. Landscape Architect’s name, address and phone number
c. Vicinity Map (1/2 mile radius)
d. Section, Township, Range listed
e. Index map with sheet layout and numbering
f. Ordinance 499 – Encroachment permit notes
g. The following note shall be placed on the cover sheet:
   “The contractor shall be responsible for the clearing of the proposed work area, and relocation costs of all utilities. Permittee must inform County of construction schedule at least 48 hours prior to beginning construction.
   Phone: (951) 955-6790 for permit cases (C.U., P.U., or Voluntary), Cabazon and area west.
   Phone: (951) 955-6885 for Parcel Maps and Tract Maps.
   Phone: (760) 342-8267 for Permit cases east of Cabazon.”

h. If a median is required, but is deferred to a future builder, the following note must be on cover sheet: “An amount of $______ has been placed into account #20000-3130100000-230106 for future construction of median (or facility type) on (street name or location) which is not feasible to build at this time.

i. Maintenance Entity indicated and noted “Continued Landscape Maintenance provided by __________”. (Enter the name of entity in the blank space)
   ▪ If unknown or if L&LMD No. 89-1-C, contact 951-955-6748
   ▪ If Industrial / Commercial, contact 951-955-6748
   ▪ HOA’s are not permitted to provide landscape maintenance for right-of-way areas along County-maintained roads. However, the County L&LMD No. 89-1-C does not maintain landscaping in road right-of-way areas on interior local streets within subdivisions, where residential driveways front the street, and including end of block side yards with fences or walls but no driveways. In these interior areas HOA maintenance may be permitted on a case by case basis if no other public LMD is available.

j. Maintenance District signature block included
k. If L&LMD No 89-1C maintained: Maintenance quantities shown on cover sheet, broken out in categories as follows:
   ○ Median quantities - even if built in future
   ○ Parkway quantities (3:1 or less slope gradient)
   ○ Slope quantities (greater than 3:1 slope gradient)

Each category above (as applicable) shall include the following maintenance data:
   ○ Quantity of trees
   ○ Square Feet of Shrub Area
   ○ Square Feet of Groundcover Area (dense groundcover areas don’t require frequent mulch replacement)
   ○ Square Feet of D.G. Trail
   ○ Lineal Feet of PVC Rail Fence
   ○ Quantity of Water Meters
   ○ Quantity of Irrigation Pumps

l. For Planning Department projects also include the following:
   ○ Assessor’s parcel number
   ○ Legal description of property
   ○ Thomas Brothers map coordinates
   ○ Zoning, Gross Acreage
   ○ Net Acreage
   ○ Case Number for Parent Approval (Parent Tract Number)

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Figure 4-1 – Standard Cover Sheet
4.2 Title Block Requirements (all sheets)

All landscape plan sheets shall comply with the 24” x 36” “County of Riverside Standard Title Block” (shown in Figure 4-2 and available in CAD format online at www.rctlma.org/trans/land_dev_landscaping_guidelines.html) and the following:

a. Minimum 0.12” lettering height
b. If areas are shown outside ROW, add the following note above the signature block: “Approval by the Transportation Department is for work in the road right-of-way only”. (Not applicable if area outside of ROW is to be L&LMD No. 89-1-C maintained and an easement is dedicated to the public for this function.)

c. IP Number
d. Project Name and Street Name(s)
e. Tract Number (if applicable)
f. Space for County File number
g. Sheet numbering each sheet
h. For non general plan road projects, omit Transportation Department information
(COUNTY OF RIVERSIDE TRANSPORTATION DEPARTMENT
STANDARD TITLE BLOCK REQUIREMENTS
FOR LANDSCAPE PLANS)
4.3 General Requirements (all sheets)

All landscape plan sheets (hardscape, planting, and irrigation) shall comply with the following:

a. Minimum 0.12” lettering height
b. Street names labeled on each plan sheet
c. Station numbers shown on street centerlines
d. Dimensions (centerline to curb, centerline to ROW, ROW to ROW)
e. Indicate and label R.O.W., sidewalk, curb, easements, street lights, underground utility lines and above grade improvements
f. Indicate contours and/or slope indicator symbols. Label slope gradient if not 2:1.
g. Indicate bioswales, including all drainage structures, fossil filter, water quality swale entrance and outfall points, connections to underground storm drain lines, etc. Refer to water quality swale details in Riverside County Transportation Department Improvement Plan Check Policies & Guidelines, available on-line at http://rctlma.org/trans/gen_info_pamphlets.html#222

4.4 Standard Details

The standard details included in Appendix ‘B’ are required for all projects maintained by The County of Riverside Transportation Department L&LMD No. 89-1-C maintenance district. These standards may also be applied to other landscape projects within the County including HOA maintained landscape areas, private homeowner maintained landscape areas, and individual industrial/commercial maintained landscape areas.

It is the goal of the County to have the various County maintenance districts including Valley Wide Park and Recreation District, Jurupa Community Services District, and the Economic Development Agency/County Service Areas also adopt these standards.

The details have an unspecified number (such as “I-XX” or “P-XX”) at the bottom left corner of the tile block, in addition to the County standard detail reference number (such as STD. I-032). Consultants shall fill in the ‘X’s to reflect the project specific sequence of the details as shown on the consultant’s plans. (The County standard detail reference number should not be altered.)

The details are included in these guidelines for reference and can also be downloaded in pdf format from the following web address:
www.rctlma.org/trans/land_dev_landscaping_guidelines.html
4.5 Standard Specifications

The standard specifications included in Appendix ‘C’ are required for all projects maintained by The County of Riverside Transportation Department L&LMD No. 89-1-C maintenance district. These standards may also be applied to other landscape projects within the County including HOA maintained landscape areas, private homeowner maintained landscape areas, and individual industrial/commercial maintained landscape areas.

It is the goal of the County to have the various County maintenance districts including Valley Wide Park and Recreation District, Jurupa Community Services District, and the Economic Development Agency/County Service Areas also adopt these standards.

The specifications are included in these guidelines for reference and can also be downloaded in pdf format from the following web address:

www.rctlma.org/trans/land_dev_landscaping_guidelines.html
SECTION 5
Landscape Maintenance Responsibility

One of the first steps prior to preparing landscape and irrigation plans is to determine the landscape maintenance entity. Different maintenance entities may differ in irrigation and planting requirements, methods, equipment, details and specifications.

5.1 Landscape maintenance entities may include, but are not limited to:
   - Landscaping and Lighting Maintenance District No. 89-1-Consolidated (L&LMD No. 89-1-C), Phone (951) 955-6748
   - Riverside County Service Areas (CSA’s) which are part of the Riverside Economic Development Agency (EDA), Community Services Division, Phone (800) 984-1000
   - Valley-Wide Recreation and Park District (Valleywide), Phone (951) 654-1505
   - Jurupa Community Services District (JCSD), Phone (951) 685-7434
   - Home Owners Associations (HOA)
   - Privately Owned Industrial/ Commercial
   - Private Homeowner
   - See Figure 5-1, Landscape Responsibility Chart; Figure 5-2, Jurupa Community Services District Map; Figure 5-3, Riverside Community Services District Map; and Figure 5-4, Valley-Wide Community Services Map.
Figure 5-1 – Landscape Responsibility Chart

- NO HOAs IN AREA ADJACENT TO COUNTY MAINTAINED ROAD RW ON EXTERIOR OF PROJECT.
- REFER QUESTIONS TO L&LMD 89-1-C ADMINISTRATOR.
- SEE SPECIFIC DISTRICT MAPS

L&LMD 89-1-C - RIVERSIDE COUNTY LANDSCAPING & LIGHTING MAINTENANCE DISTRICT NO. 89-1-CONSOLIDATED
JCSD – JURUPA COMMUNITY SERVICES DISTRICT
EDA – CSA – RIVERSIDE COUNTY ECONOMIC DEVELOPMENT AGENCY – COUNTY SERVICE AREA

September 17, 2008
Figure 5-2 – Jurupa Community Services District Map
Figure 5-3 – Riverside Community Services District Map
Figure 5-4 – Valley Wide Community Services District Map
5.2 All landscape plans shall contain the following:

a. Maintenance entity noted as follows “Continued Landscape maintenance provided by __________.” (Type the applicable name in the blank space.)
   - If L&LMD No. 89-1-C contact (951) 955-6748
   - If Industrial/Commercial maintained (street right-of-way parkways only- no medians allowed), contact Transportation Dept. Special Assessment District (951) 955-6748
   - HOA’s are not permitted to provide landscape maintenance for right-of-way areas along County-maintained roads. However, the County L&LMD No. 89-1-C does not maintain landscaping in road right-of-way areas on interior local streets within subdivisions, where residential driveways front street, and including end of block side yards with fences or walls but no driveways. In these interior areas HOA maintenance may be permitted on a case by case basis if no other public LMD is available.
   - Street medians cannot be privately maintained, they are required to be annexed into an approved maintenance district

b. Maintenance District Signature Block (not applicable for L&LMD No. 89-1-C, HOA, Individual Industrial Commercial or Private Residential maintenance areas.)

c. Perpetual maintenance agreement or letter from district accepting maintenance.
   - If private industrial/commercial maintained, the agreement form can be obtained from the Transportation Department Special Assessment District (951) 955-6748. The owner/entity signature on these forms must be notarized. See Exhibit ‘A’ at the end of this section.

5.3 L&LMD No. 89-1-C Requirements

5.3.1 Maintenance Parameters

As approved through election, L&LMD No. 89-1-C typically maintains medians and landscape parkways in public street rights-of-way in unincorporated areas of Riverside County that do not already fall within a designated maintenance district. Landscape areas immediately adjacent to the right-of-way and bordered by a tract reverse-frontage wall may be included on a case by case basis, provided that an easement is granted to the public for this function.

5.3.2 Components that may be annexed into the L&LMD No. 89-1-C maintenance jurisdiction include:

- Planting
- Irrigation
- Trails
- Concrete Headers
- PVC Fencing
- Water Quality Swales
- Fossil filters
- Graffiti Abatement
- Residential Street Lights (if no County Service Area available)
- Commercial Street Lights
- Traffic Signals
- Bridge Lights
- Landscape Lighting
- Other components upon approval of the district

5.3.3 Components that may **not** be annexed into the L&LMD No. 89-1-C maintenance jurisdiction include:

- Entry Monuments
- Walls (retaining or freestanding)
- Structures

5.3.4 Each of the maintenance items listed above must be included on the cover sheet of the landscape plans with the quantities and units (see Section 4.1 of these guidelines).

5.3.5 If a median is required in the future, but is not being constructed as part of the plans, the following note must be included on the cover sheet: “Median shall be constructed in the future; Landscape Area = _____ S.F.” (Quantity must be entered in blank space).

5.3.6 For projects that qualify to deposit cash in lieu of construction, the following statement must be inked on the mylar cover sheet of the street plans before they are signed by RCTLMA: “An amount of $__________ has been deposited into Account #20000-3130100000-230106 future. Receipt Number ________ dated _________.”

5.3.7 Differing maintenance responsibility areas shall be separated by concrete headers.

5.3.8 Landscape Plans must include the details and specifications included in these guidelines and standards. (See Appendices.)

5.3.9 Annexation Procedures

a. If the project is within L&LMD No. 89-1-C jurisdiction, contact 951-955-6748 for processing.

b. Complete the application form available at [http://www.tlma.co.riverside.ca.us/trans/documents/lmd_annexation_petition.pdf](http://www.tlma.co.riverside.ca.us/trans/documents/lmd_annexation_petition.pdf) and submit along with a $2,500.00 processing fee, one set of plans and a copy of the final map.
c. Landscape plans must be submitted to the Transportation Department for plan check and approval.

d. Maintenance quantities must be finalized and plans finalized through the plan check process before a proposed area goes to election. Once a project goes to election, and is approved, substantial changes or increased maintenance areas cannot be accommodated. Per California elections code, elections must be held on one of the following dates: (a) the first Tuesday after the first Monday in May of each year, (b) the first Tuesday after the first Monday in June of each even-numbered year, (c) the last Tuesday in August of each year.

e. The annual assessment for each zone is based on the estimated specific benefit to each parcel Equivalent Dwelling Unit (EDU) or acre and not on property valuation.

f. An approved annual assessment is subject to the greater of the annual inflation escalator of 2% or the Consumer Price Index for all Urban Consumers (CPI-U) as it stands on March of each year over the base index for March in the election year.

g. Any increases greater than 2% or the CPI-U annual adjustment requires a majority approval of all the property owners within the subject zone.
SECTION 6
Recycled Irrigation Water

6.1 Recycled water for irrigation shall be used whenever available. Applicants shall verify with the local water district if recycled water infrastructure is planned for the future. If recycled water is planned to service the area, irrigation plans shall be designed for recycled water to ease conversion at the time the infrastructure is complete.

6.2 Recycled water irrigation plans shall be reviewed and approved by the applicable water district. Recycled water irrigation plans shall include the following:
   a. Water District signature block
   b. Water District standard notes
   c. Originals signed by Water District (or mylar copy of signed plans)
SECTION 7
Eastern Municipal Water District

7.1 Potable and recycled water irrigation plans for projects within the jurisdiction of the Eastern Municipal Water District (EMWD) shall be reviewed and approved by the Eastern Municipal Water District. Plans shall be designed to EMWD standards. EMWD standards and guidelines are available on their website
http://www.emwd.org/do_biz/recycled_water/Onsite-recycledwater-irrigationplan-guidelines.pdf Plans shall include the following:

a. EMWD standard notes (recycled and/or potable)
b. EMWD signature block (recycled and/or potable) or documentation showing approval by EMWD
SECTION 8
Coachella Valley Water District

8.1 Potable and recycled water irrigation plans for projects within the jurisdiction of the Coachella Valley Water District (CVWD) shall be reviewed and approved by the Coachella Valley Water District. Plans shall be designed to CVWD standards and shall include the following:

c. CVWD signature block (both recycled or potable)
d. CVWD standard notes (both recycled or potable)
e. Originals signed by CVWD (both recycled or potable)
SECTION 9
Departmental Submittal Procedures

9.1 Transportation Department:

9.1.1 Reviews project plans for areas within the public R.O.W. for compliance with County Ordinances, Conditions of Approval attached to Tentative Maps, Transportation Department Policies, etc.

9.1.2 If L&LMD No. 89-1-C, areas outside of R.O.W. but contiguous to R.O.W. and extending to perimeter walls or other approved edge conditions might be accepted for inclusion in L&LMD No. 89-1-C maintenance on a ‘per case’ basis.

9.2 Planning Department

9.2.1 Issues Plot Plan numbers and reviews landscape architectural plans for compliance with County Ordinances and preliminary planning documents such as Specific Plans, Tentative Maps, etc.

9.3 Building and Safety Department

9.3.1 Reviews project landscape architectural plans for compliance with erosion control and structural review aspects of County Ordinances. Types of plans reviewed by Building & Safety Department include:

   a. Overall Site Erosion Control Landscape Plans
   b. Landscape Plans for slopes over 3’ in height
   c. Wall and Fencing Plans
   d. Monument Plans

9.4 Fire Department

9.4.1 Reviews project Fuel Modification Plans for compliance with County Defensible Space Guidelines and other aspects of fire prevention.
SECTION 10
Ornamental Landscape Bond Policy

10.1 The specific landscaping that is expected to be secured by the Ornamental Landscaping Policy is as follows:

- Front yard lawn, shrubs and trees, mulch, irrigation systems
- Monument walls and associated planting areas
- Slope planting (slopes over 3’ in vertical height)
- Bioswales
- Detention Basins
- In-tract planting in the R.O.W. for non-front yard areas

10.2 Three categories of landscaping will be recognized by Planning and Building and Safety:

10.2.1 Private Homeowner maintained - includes front yard lawn and shrubs/trees and all slopes over 3’ in vertical height that are found on the individual lot

10.2.2 Publicly maintained – (HOA, L&LMD No. 89-1-C, or other landscape maintenance entity) includes all other landscaping including common slopes, street rights-of-way, monument landscaping and all other landscape types.

10.2.3 Private Industrial / Commercial maintained - includes all landscaping including slopes over 3’ in vertical height, monument landscaping and all other landscape types on industrial/commercial properties.

10.3 Ornamental and Erosion Control Landscaping (ECL) plans will be incorporated into one document and the plans reviewed by the Planning Department.

Note: This may be difficult because some of these plans may be many months apart. Example: erosion control landscape plans may be prepared during the grading permit stage and front yard typical plans may be prepared much later (after the architecture is designed and/or as conditioned.)

10.3.1 If any or all of the above will be secured, a cost estimate from the landscape architect of record will be required in order to establish the dollar amount of the Ornamental Security. A copy of the Planning Department approved landscape plan will be required for record and inspection purposes.
SECTION 11  
Landscape Inspections 

11.1 Planning Department Site Inspection Purpose 

11.1.1 To ensure that landscape and irrigation are installed per the approved plans and comply with regulations and guidelines, the Planning Department shall perform inspections of the landscape. Inspections shall cover all aspects of landscape and irrigation. Inspected items may include, but are not limited to:  

   a. Irrigation heads  
   b. Root barriers  
   c. Arbor guards  
   d. Slope installation  
   e. Rain sensors  
   f. Plant type and location  
   g. Spot checks of planting areas for fertilizer packets and soil preparation  
   h. Irrigation system test 

11.2 Timing / Schedule of Site Inspections 

11.2.1 Landscape inspections shall be performed at the following stages of the project:  

   a. Installation Inspection – Performed upon completion of installation to ensure compliance  
   b. Six-Month Establishment Inspection – Six months after Installation Inspection, to ensure plants are thriving, irrigation components are working and replacement parts are per plan.  
   c. Post-Establishment Inspection – Twelve months after installation, to ensure plants are thriving, irrigation components are working and replacement parts are per plan. Includes a water audit, check of all plant material and verification that irrigation scheduling is posted in the controller box (not applicable to projects using smart controllers).  
   d. Annual Maintenance Inspection – May be scheduled at the Planning Director’s discretion. 

11.3 Landscape Security Deposit 

11.3.1 The County of Riverside Planning Department shall request inspection fees in the form of a Landscape Security Deposit from the applicant to cover one site visit for each of the
following inspections. If the site does not pass, subsequent site visits may occur and additional costs may accrue.

a. Installation Inspection
b. 6-Month Establishment Inspection
c. Post-Establishment Inspection (12 months)

11.4 Arranging Landscape Inspections

The following steps shall be taken to schedule inspections.

11.4.1 Installation Inspections
a. The applicant shall fax the following information to the Landscape Program:
   o the name of the company/developer and contact information
   o name of the development / project
   o tract number (if applicable)
   o BRS/BNR/BGN numbers
   o lot or building numbers
   o date of installation
b. For Commercial, industrial, common areas or HOA inspections, the applicant shall also fax the proof of Building and Safety bonding.
c. The applicant may request a particular date for inspection. Such requests may be honored dependent upon availability of staff and scheduling.
d. County staff shall prepare appropriate documentation package for landscape inspection including certificate of completion.
e. County staff shall verify that Security Deposit condition is met.
f. County staff shall assign an inspection date and time.
g. County staff shall call the applicant to verify readiness. (Applicant shall be charged for inspector’s time on site, whether project is ready is not.)

11.4.2 Establishment and Post Establishment Inspections
a. County staff shall call the applicant approximately one month ahead of time to schedule an inspection.
b. Establishment and Post Establishment inspections are not required for Front Yard Typicals or Model Homes.

11.4.3 Desert Office Inspections
a. Inspection requests shall be faxed to the Riverside office to process the request and set up an inspection.
b. Upon completion of the approved inspection, the Riverside office will clear the landscape conditions.
11.5 Post Inspection Process

11.5.1 If an inspection finds non-compliance, the Landscape Inspector shall inform the applicant and a second inspection may be scheduled.

11.5.2 Upon successful completion of inspection, the County Landscape Inspector and Project Foreman sign the Landscaping Certificate of Completion. (The Project Foreman shall retain a copy of the certificate for his records.)

11.5.3 The executed Landscaping Certificate of Completion shall be sent by the Inspector to the Landscape Program and the landscape conditions for the project shall be cleared.

11.5.4 Upon successful completion of the Post Establishment Inspection, the Landscape Security deposit is released.