



CITY OF MENIFEE

Engineering Department

LANDSCAPE PLAN SUBMITTAL REQUIREMENTS

A Landscape Documentation Package shall be prepared in accordance with Chapters 15.01 and 15.04 of the Meniffee Municipal Code (MMC), special requirements specified in the project's Conditions of Approval, and the City of Meniffee Landscape Standards. Please review these documents before submitting plans. The MMC and the Landscape Ordinance can be accessed at the City website (www.cityofmeniffee.us). For questions on the City ordinance and standards, or the submittal requirements outlined below, contact the Engineering Department at (951) 672-6777. Be advised that incomplete submittals will not be accepted for processing.

You may also contact the City's Consulting Landscape Architect, Gary Hoyt at (619) 306-4216 or ghoyt@garyfhoytinc.com.

SUBMITTAL REQUIREMENTS:

1. A completed Standard Landscape and Irrigation Cost Estimate Form (attached) for all projects. The cost estimate form is used to determine the landscape inspection fee.
2. Payment of the landscape and irrigation plan check fee \$375.00 per sheet for onsite and \$820.00 per sheet for Right-of-Way Landscape and irrigation plan check, made payable to the City of Meniffee.
3. If recycled water is proposed for use for landscape irrigation, then a separate irrigation plan review submittal and fee is required by Eastern Municipal Water District. Contact the District for current submittal and fee requirements. Plan approval is required from the District prior to City landscape plan approval.
4. Two (2) bond sets of the landscape documentation package, building site plans, and grading plans.
5. A CD with an electronic file of the final City-approved landscape plans in Portable Document Format (.pdf).
6. Soil Management Plan prepared pursuant to MMC 15.04.050(D).
7. Completed landscape water use calculations pursuant to MMC 15.04.050(B)(12).
8. 2 copies of the approved Grading Plan.

PLAN FORMAT AND OTHER REQUIRED INFORMATION:

1. Plans shall be prepared by a California licensed Landscape Architect, and require the Landscape Architect seal and signature on each sheet.
2. Plans shall match the City-approved site development and grading plans on file with the City. If a grading plan was associated with the project, then grading plans shall be submitted with the landscape plans.
3. Plans shall be legible, professionally prepared bond prints of the original drawings (no photocopies) and provide complete project specifications and details.
4. Plans shall be submitted on 24-inch x 36-inch (D-size) sheets with Engineering Dept. standard title block. Plan scale should be a minimum of 1" = 40' - 0" for legibility (20 scale preferred).
5. Plans shall show grading, planting and irrigation for all areas that are required to be landscaped.
6. Reference the project approval number (i.e., Minor Plot Plan Review, Improvement Plan, Grading Plan, etc.) and provide this information on the title/cover sheet of the plan set on all submittals.
7. Irrigation system pressure calculations shall be shown on the irrigation plans.
8. A Certificate of Completion (attached) is required to be submitted to the City before final inspection.