For Office Use Only

Project # _____

Landscape Plan Checklist

The following is a partial listing of requirements for landscape plan applications as found in Plano's development regulations and policies. A completed checklist must be submitted with each application. Applicants shall indicate compliance with standards by checking the box adjacent to the standard. Failure to comply with standards could result in rejection of application and/or delay of landscape plan approval.

Plan Format & General Standards *(check if provided; indicate NA if not applicable)*

Plan graphics shall comply with the following plan format and general standards:

- ☐ Sheet size shall be 24" x 36", black and white drawing on bond paper in plan view. No blueline copies will be accepted.
- ☐ Plan is clear and legible. Use a variety of line types and line weights. Do not use grey-scale shading; use stipple shading instead. Offsite information and onsite existing conditions may be screened for clarity.
- ☐ Permissible scale for plan are engineer scales 1" = 10', 20', 30', 40', or 50'. A 1" = 60" or 100' scale may be used with prior approval. Architectural scales are not acceptable.
- ☐ Title block shall be in the lower, right-hand corner of the plan. The title block shall contain: plan type; project name (subdivision name, lot and block designations); gross acreage; city, county and state name; survey and abstract name; and date of preparation.
- ☐ Provide 1 1/2" x 5" blank area above title block for city approval stamps.
- ☐ Label company name, preparer name, address, and phone number of plan preparer (e.g., surveyor, engineer, architect, landscape architect, etc.) in the vicinity of the title block.
- ☐ Label company name, contact name, address, and phone number of current property owner in the vicinity of the title block.
- ☐ Orient plan so that north is to the top or left-hand side of sheet.
- ☐ Provide north arrow, graphic scale, and written scale in close proximity to each other.
- ☐ Provide a vicinity map in the same orientation of plan showing subject property, north arrow, scale (or labeled "not to scale"), and adjacent thoroughfares within a one mile radius of site.
- ☐ Provide City of Plano general notes (available online).
- ☐ Provide site data summary table (available online).
- ☐ Provide City of Plano landscape notes (available online).

Site Information *(check if provided; indicate NA if not applicable)*

For the proposed site, provide the following:

- ☐ Plan is consistent with valid plans and plats approved for site.
- ☐ Plan integrates with valid plans and plats approved for adjacent contiguous sites.
- ☐ Plan is consistent with zoning, overlay districts, heritage designations, and/or specific use permits approved for site.

Site Information Continued *(check if provided; indicate NA if not applicable)*

- ☐ Provide details for all entry features, sign structures, walls, fences, and pavements not addressed and referenced to City of Plano standards.
- ☐ Show and label graphically which are required and provided trees and shrubs in the landscape edge. If applicable, distinguish existing and mitigation trees.
- ☐ Show and label required and provided area for interior parking lot landscape.
- ☐ Show and label graphically which are required and provided trees for interior parking lot landscape. If applicable, distinguish existing and mitigation trees.
- ☐ Show and label required and provided open space on multifamily projects.
- ☐ Show and label graphically which are required and provided trees for open space on multifamily projects. If applicable, distinguish existing and mitigation trees.
- ☐ Show and label landscape plants with common name and size (caliper or container) or provide adequate legend.
- ☐ Provide landscape plant list indicating common and scientific name, plant spacing, size specifications.
- ☐ Show corner landscape as required.
- ☐ Provide root barrier details as required.
- ☐ Show current and proposed property boundaries/lot lines. Label distances and bearings or curve data as appropriate.
- ☐ Show and label existing topography at one-foot contours referenced to sea-level datum.
- ☐ Show and label proposed topography at one-foot contours. Spot elevations may be used but cannot substitute for contours.
- ☐ Show and label existing and proposed buildings.
- ☐ If proposed lot is adjacent to or contains 100-year developed condition floodplain, label each building's minimum finish floor elevation.
- ☐ Show and label vehicle circulation lanes, private drives, fire lanes, and driveways. Shade fire lanes with a ten percent stipple pattern. Dimension pavement widths, R.O.W., and/or easement widths, and label pavement construction (e.g., asphalt, concrete, etc.).
- ☐ Show, label, and dimension visibility access maintenance (VAM) easements and corner clips.
- ☐ Show existing and proposed water utilities and associated easements. Dimension easement widths. Label line sizes. Show and label water meters and provide identification symbols. Show and label valves, Fire Department connections, fire hydrants, detector check vaults, and other associated structures.
- ☐ Provide water meter schedule. Schedule should contain meter symbol identification, meter type (domestic or irrigation), meter size, quantity of meters, note if existing or proposed meters and note associated sanitary sewer size (or "not applicable" if for irrigation meter). Do not include Fire Department services.
- ☐ Provide landscape water requirements as per formula provided by the City of Plano Planning Department.
- ☐ Show existing and proposed sanitary sewer utilities and associated easements. Dimension easement widths. Label line sizes. Label cleanouts, manholes, and other associated structures.
- ☐ Show existing and proposed storm sewer utilities and associated easements. Dimension easement widths. Label line sizes. Label culverts, inlets, junction boxes, and other associated structures.

Site Information *(check if provided; indicate NA if not applicable)*

- ☐ Show and label floodway and drainage easement including access and maintenance easement.
- ☐ Show and label structural and nonstructural storm water controls/best management practices.
- ☐ Show and label type and height of screening walls and retaining walls. For living screens, state plant type, size, and spacing.

R.O.W., Street Design, and Access Information *(check if provided; indicate NA if not applicable)*

Provide the following R.O.W., street design, and access information for roadways within the site and contiguous to the site:

- ☐ Show public, semi-private, and private streets. Show and dimension R.O.W. and/or easement widths, pavement widths, and street centerlines. Label as existing or proposed. Label street names. Label pavement construction (e.g., asphalt, concrete, etc.).
- ☐ Show and dimension median openings. Label as existing or proposed.
- ☐ Show and dimension sidewalks and barrier-free ramps. Label as existing or proposed.
- ☐ Show and label existing topography at one-foot contours referenced to sea-level datum.

Adjacent Property Information *(check if provided; indicate NA if not applicable)*

For properties contiguous to the site and for properties across R.O.W. contiguous to the site, provide the following:

- ☐ Label zoning and land use per City of Plano Schedule of Permitted Uses for each lot and parcel.