

# **INSTRUCTIONS FOR PREPARING LANDSCAPE AND IRRIGATION PLANS**

## **KERN COUNTY PLANNING AND NATURAL RESOURCES DEPARTMENT**

### **INTRODUCTION**

This Landscape Handbook has been compiled to assist developers and other interested persons in understanding the Kern County Landscape Ordinance. This handbook will provide an overview of the various ordinance chapters which involve landscaping requirements. It should be noted that this handbook is a summary of ordinances and guidelines and is an advisory document.

All commercial and industrial developments require a minimum of 5 percent landscaping, and all multifamily residential developments require a minimum of 10 percent landscaping. Single-family residential development does not require landscaping.

The County of Kern will often require submittal of landscape and irrigation plans for approval by the Director of the Department as a condition of permit approval in conjunction with action taken by the Board of Supervisors, the Board of Zoning Adjustment, and/or the Director of the Department. The permit is usually for a precise development plan, a conditional use permit, a zone variance, or a special development standards plot plan review. No permits will be issued until a landscaping plan has been submitted and approved.

### **RESPONSIBILITIES**

It is the responsibility of the applicant or the applicant's agent to submit the landscape and irrigation plans to the Department as soon as possible after the zoning discretionary permit has been approved or, in the case of a special development standards plot plan review, concurrently with the permit application. (No actual landscaping can occur until after the plans have been approved by the Director of the Department.)

It is the responsibility of the Department to review the landscape and irrigation plans for completeness within seven days after receiving the filing fee. Once determined to be complete, the plans will be approved, amended, or denied within another seven days. The Planning Department will strive to be flexible in reviewing these plans.

### **WHAT TO SUBMIT**

The applicant will be required to submit the following items:

1. A completed Application for Landscape Plot Plan Review
2. Four (4) copies of a landscape plan, the contents of which are listed below
3. Filing fee of \$250, unless submitted simultaneously with a special development standards plot plan review application

(A landscape plan and an irrigation plan may be combined where the information on the drawings is distinguishable and uncluttered.)

## **CONTENTS**

### **A landscape plan shall contain:**

1. A plan map clearly showing **the entire property** of the permit, including building location(s), parking area(s), adjacent street(s), and area(s) to be landscaped.
2. A symbolic representation of each tree, shrub, and ground cover, including name or initial for each plant.
3. A list of the **common and the botanical names**, the total number, and the container size of each type of plant. The following plant sizes shall be required:
  - a. Trees.....15-gallon minimum size
  - b. Shrubs.....5-gallon minimum size
  - c. Small shrubs and ground covers.....1-gallon minimum size
  - d. Other ground covers, annuals, perennials, etc. ....flat, seed, bulb, etc.
4. The name, mailing address, and telephone number of the applicant and/or person preparing the plan to which the approved copy can be sent.
5. The case number of the permit (e.g., CUP #1, MAP #70).

### **An irrigation plan shall contain:**

1. A plan map clearly showing **the entire property** of the permit, including building location(s), parking area(s), adjacent street(s), and area(s) of landscaping requiring irrigation.
2. The location of each sprinkler head (identified as lawn and shrub head or as bubbler), hose bib, manual valve, and electric clock.
3. The location of main and available pressure.
4. The location of pipes.
5. The name, mailing address, and telephone number of the applicant and/or person preparing the plan to which the approved copy can be sent.
6. The case number of the permit (e.g., CUP #1, Map #70).

## **STANDARDS**

Each land use proposal presents a different set of circumstances; however, in all instances certain standards must be followed:

1. No plant material that will grow to a height of 18 inches or more shall be planted in the street right-of-way.
2. Where a solid hedge barrier is required (e.g., to limit view or to reduce headlight glare), plant materials used shall be spaced closer than normally recommended (e.g., plants usually spaced 8' - 0" o.c. shall be spaced 6' - 0" o.c.).
3. The ratio of one tree per 10 parking spaces minimum shall be required around or within parking lots.
4. A minimum of one tree per space for recreational vehicle, mobilehome, campsite, etc., shall be required.
5. Any other landscape requirement which has been made a condition of approved permit must be met.

#### **ACTION TAKEN AND DISTRIBUTION OF PLAN**

The Director of the Department may "approve as submitted," "approve as conditioned," or "disapprove" plans. "Disapproved" plans will have to be resubmitted after the necessary corrections have been made. "Approved" plans will be distributed as follows:

1. Applicant
2. Building Inspection Division
3. File

The applicant shall landscape and install irrigation equipment in accordance with the approved plan. Any deviations from the approved plan will require the concurrence of the Department. (Any minor change will be approved "over-the-counter" by Staff.)

#### **PLAN LAYOUT**

On page 8 is an illustration of the manner in which a plan shall be presented.