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**EL PASO COUNTY PLANNING AND  
 COMMUNITY DEVELOPMENT  
 DEPARTMENT**

**LANDSCAPE PLAN CHECKLIST**

Revised: January 2022

<b>Landscape Plan</b>			
<p>The landscape requirements are intended to provide uniform standards for the development and maintenance of the landscaping of private property and public rights-of-way to achieve a balance between the individual right to develop and the general benefit and welfare of the community. The benefits to be achieved and the overall purposes of landscaping are: (1) to create a positive image and visual appeal both along the road which is highly visible and internal properties which provide a working, shopping and living environment; (2) to decrease the scale of parking lots, provide shade, and reduce heat, glare and noise; (3) to separate circulation systems; to soften and reduce the mass of buildings; to screen and buffer lower intensity uses from higher intensity uses and protect residential privacy; and (4) to create an overall pleasant and attractive surrounding. The landscape plan shall meet the requirements of Chapter 6 of Land Development Code.</p>			
<p>The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances.</p>			
		<b>Applicant</b>	
		<b>PCD</b>	
	<p><b>NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</b></p>	<b>✓</b>	Office use only
1	Owner name, contact telephone number, and email	✓	
2	Applicant name (if not owner), contact telephone number, and email	✓	
3	Plan preparer contact telephone number and email	✓	
4	Date, north arrow, and a graphic scale	✓	
5	Vicinity map showing the subdivision in relation to section lines and existing or proposed arterial or collector roadways.	✓	
6	Location and dimension of the all property lines, rights-of-way, and all existing and proposed easements	✓	
7	Location and classification of all existing and proposed internal and adjacent roadway(s).	✓	
8	The outlines of all structures, parking areas, outside storage areas, loading areas, and refuse collection area(s) in relation to the landscaping.	✓	
9	The existing zoning of the subject property and the existing zoning of surrounding properties.	✓	
10	Location and species of all plantings and the location and design of any proposed irrigation infrastructure for proposed landscaping in the rights-of-way, if pre-approved. (license agreement required)	✓	
11	The location of all utilities, walls, fences, exterior parking and loading areas, pedestrian walks or paths, pedestrian-oriented areas, vehicular drives, storm water detention areas, and other manmade elements. Detail drawings of all required structures used for screening purposes (Example: refuse areas, equipment screening, and/or gates).	✓	
12	Sight distance triangles and any plantings, signs, walls, structures, or other visual obstructions within the triangles where applicable.	✓	
13	The location, type, size, and quantity of major existing plant materials meeting the plant type requirements, including all vegetated groundcover areas, shrubs, and trees, with information as to which materials are proposed to be removed and which shall be retained or relocated.	✓	
14	All proposed ground cover areas shall be identified, including the types and amounts of living plant materials to be used and the size and depth of non-living materials. The manner in which any lawn areas are to be established (for example, by sodding or seeding) shall be indicated. The landscape treatment of all adjacent right-of-way areas, as well as the owner/ developer's property, shall be identified.	✓	
15	Phasing, if applicable, shall be noted on the landscape plan or provided as supplemental information. All future development phases within a site shall have all disturbed soil surfaces reseeded to prevent erosion. All requests for phasing of landscaping shall be expressly approved by the PCD Director prior to submittal of the associated application.	✓	
16	If the application includes a request for approval of an alternative landscape plan, the landscape plan shall include a statement requesting approval of the alternative design and justification for the request unless otherwise provided for in the letter of intent.	✓	



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17	Landscape planting summary table to include a summary of required and proposed landscaping based upon adjacent or internal roadways, adjacent land use(s), parking area(s), buffer and screen area(s), and compliance with all internal landscaping requirements.	✓	
18	Legend with plant species, quantity, maturity height, ball and burlap size, caliper, symbol and name	✓	
19	Any other additional items as required by the PCD Director deemed necessary to address the applicable review criteria:	✓	