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

**LANDSCAPE PLAN CHECKLIST**

Revised: October 2023

Landscape Plan Requirements	
<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>	
Plan Requirements	
<input checked="" type="checkbox"/>	Owner name, contact telephone number, and email for responsible party
<input checked="" type="checkbox"/>	Applicant name (if not owner), contact telephone number, and email for responsible party
<input checked="" type="checkbox"/>	Report preparer name, telephone number and email for responsible party
<input checked="" type="checkbox"/>	Property address
<input checked="" type="checkbox"/>	Property tax schedule number
<input checked="" type="checkbox"/>	Current zoning of the property
<input checked="" type="checkbox"/>	Lot/parcel size
<input checked="" type="checkbox"/>	Date, north arrow and a graphic scale
<input checked="" type="checkbox"/>	Vicinity map showing the subdivision in relation to section lines and existing or proposed arterial or collector roadways
<input checked="" type="checkbox"/>	Location and dimensions of property lines, right-of-way and all existing and proposed easements
<input checked="" type="checkbox"/>	Location and classification of all existing and proposed internal and adjacent roadways(s).
<input checked="" type="checkbox"/>	The outlines of all structures, parking areas, outside storage areas, loading areas, and refuse collection area(s) in relation to the landscaping.
<input checked="" type="checkbox"/>	The existing zoning of the subject property and the existing zoning of surrounding properties.
<input checked="" type="checkbox"/>	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)
<input checked="" type="checkbox"/>	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).
<input type="checkbox"/>	<b>NA</b> Sight distance triangles and any plantings, signs, walls, structures, or other visual obstructions within the triangles where applicable.
<input checked="" type="checkbox"/>	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.
<input checked="" type="checkbox"/>	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.
<input type="checkbox"/>	<b>NA</b> 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.
<input type="checkbox"/>	<b>NA</b> 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.