

## Landscape Plan Review

**Address:**

**Project Name:**

This checklist is intended as a guide to assist the applicant in the Administrative landscape plan review process. The applicant is responsible for being sufficiently familiar with and have a working knowledge of the codes and ordinances of the City of Portage but the Department of Community Development will be glad to assist. A meeting with Department staff is encouraged.

### Filing Information

Yes No N/A

- 1. Development Application
- 2. Three copies of the proposed landscaping plan

### Plan Preparation and Guidelines

Yes No N/A

- 1. All plans must be drawn on uniform sheets no greater than 24" x 36". Landscape details will be depicted on previously approved site plan.
- 2. All plans must be drawn to an engineering scale not to exceed 1" = 50' or less than 1" = 20' with a north arrow oriented to the top of the sheet.
- 3. All plans must be clear, legible and accurately scaled.

### Landscape Plan Requirements

- 1. Perimeter (greenstrip) landscaping.
- 2. Interior parking lot landscaping for parking areas greater than 10,000 square feet (calculations need to be provided).
- 3. Type and location of curbing to protect landscaping
- 4. Location, size and type of all required plant material.
- 5. Materials standards per Section 42-576 of the Zoning Code.
- 6. Location and size of earthen berms (maximum slope is 3:1 with two feet of flat top area).
- 7. Location, type and height of all screening material.
- 8. Location, area and type of ground cover for all landscape islands and greenstrip areas.
- 9. Location of irrigation system.
- 10. Other \_\_\_\_\_

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