



WATER EFFICIENT LANDSCAPE APPLICATION GUIDELINES AND REQUIREMENTS

The City of Hollister Water Efficient Landscape Application Package should contain the following items:

1. Application Fee
2. Completed, Wet-Signed Water Efficient Landscape Application Form
3. 24" x 36" color hardcopy plan sets containing the information outlined in these guidelines (2 copies)
4. Soil Management Report prepared in accordance with §15.22.090
5. Electronic Copy of the Complete Application Package

The Checklist provided below is intended to aid applicants in providing the required information to determine the completeness of the application. Plans that do not provide all of the necessary data from the checklist, in the required order, will be considered incomplete for processing and returned for revision. Applications will only be accepted for processing if they are complete and consist of the following:

General.

- All sheets shall be drawn on 24" x 36" paper and folded to approximately 10" x 12"
 - Sheets shall be provided in color as necessary
- All sheets shall be numbered in proper sequence and numbers located on the lower right hand side of each page
- All sheets shall be dated
 - Any revised sheets shall be dated with revision dates as applicable
- All plans shall be drawn to scale
- All sheets shall have a North Arrow
- All sheets shall be given a sheet title
- All sheets shall bear the signature of a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape

Project Information.

- Date
- Project Application Contact Information (Name, Mailing Address, Phone Number, Email)
- Property Owner Contact Information (Name, Mailing Address, Phone Number, Email)
- Project Address
- Parcel and/or Lot Number
- Total Landscape Area (square feet)
- Project type:
 - New: New construction with an aggregate landscape area of 500 square feet or larger that requires a building or landscape permit, plan check, or design review
 - Rehabilitated: Rehabilitated landscape projects with an aggregate landscape area of 2,500 square feet or larger that requires a building or landscape permit, plan check, or design review
 - Cemetery: New and rehabilitated cemeteries (limited to MWEL Chapter 2.7 §492.4, 492.11, 492.12) or existing cemeteries (limited to MWEL Chapter 2.7 §493, 493.1, 493.2)
- Ownership type: Public/Private
- Homeowner-installed: Yes/No

- Water Supply Type (e.g. potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well

Soil Management Report. §15.22.090

- The project applicant, or his/her designee, shall comply with one of the following:
 1. If significant mass grading is not planned, the soil analysis report shall be submitted to the City of Hollister as part of the landscape application package
 2. If significant mass grading is planned, the soil analysis report shall be submitted to the City of Hollister as part of the Certificate of Completion
- The soil analysis shall include:
 - Soil texture
 - Infiltration rate determined by a laboratory test or soil texture infiltration rate table
 - PH
 - Total soluble salts
 - Sodium
 - Percent organic matter
 - Recommendations

Landscape Design Plan. §15.22.100

- Include Plant Schedule
- Delineate and label each hydrozone by number, letter, or other method
- Identify each hydrozone as low, moderate, high water, or mixed water use
 - Temporarily irrigated areas of the landscape shall be included in the low water use hydrozone for the water budget calculation
- Identify any Special Landscape Areas
 - Recreational areas
 - Areas permanently and solely dedicated to edible plants
 - Areas irrigated with recycled water
- Identify type of mulch and application depth
- Identify soil amendments, type, and quantity
- Identify type and surface area of water features
- Identify hardscapes (pervious and non-pervious)
- Identify location and installation details of any applicable storm water best management practices that encourage on-site retention and infiltration of storm water.
- Identify any applicable rain harvesting or catchment technologies (e.g. rain gardens, cisterns, etc.)

Irrigation Design Plan. §15.22.100

- Location and size of separate water meters for landscape
- Location, type, and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices
 - Include a legend where applicable
- Static water pressure at the point of connection to the public water supply
- Flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station
- Schedule of landscape and irrigation maintenance (may be submitted with the Certificate of Completion, rather than with landscape application packet)
- Parameters for setting the irrigation schedule on controller for each of the following periods:

1. The plan establishment period
2. The established landscape
3. Temporarily irrigated areas

Grading Design Plan. §15.22.120

*Note that a comprehensive grading plan prepared by a civil engineer for other local agency permits satisfies this requirement

- Finished configurations and elevations of the landscaped area including:
 - Height of graded slopes
 - Drainage patterns
 - Pad elevations
 - Finish grade
 - Stormwater retention improvements (if applicable)