

Landscape Plan Checklist

Drawing a Landscape Plan

Necessary landscape plan elements

A landscape plan should be as neat and clear as possible and must include all of the elements listed below. The plan must be drawn no smaller than 8 ½" X 11" and no larger than 24" X 36" and should be in a scale that is appropriate for depicting the plant material. Larger projects can be very detailed and may require several sheets to convey all the information. A variety of detail drawings, elevations, and perspectives can also be included in the application to show specifics. **Delay in permit processing may result if a landscape plan, which does not include all of the required information, is submitted. Check off the elements to ensure that they are all included.**

Property address and Assessor's Parcel Number.
North arrow and date of drawing.
Identification of the drawing's scale.
Location of all existing and proposed vegetation.
Indication of the total landscaped area on each parcel.
Location of all proposed ground forms and features in a final grading plan with contours.
Location of all existing and proposed structures in the vicinity of the landscape area.
All property lines with dimensions.
Each plant must be shown in scale at its ultimate anticipated diameter.
Construction details for hardscape elements (walkways, walls, etc.).
Types and colors of materials use for any hardscape features.
A Plant list with the symbol identifying plant locations, botanical name and common name of
plants, size of plants to be installed, and number of plants used. See the example on the back of
this checklist.
Irrigation must be shown and indicate what type of system will be used (automatic or manual).
Indicate the party responsible for maintenance and how the property owner will maintain the
landscaping in good growing condition over time.

PLANT LIST – Example Only								
Symbol	Botanical Name	Common Name	Size	Quantity				
Deciduou	is Trees:							
AC	Acer palmatum 'Atropurpureum'	Red Japanese Maple	15 gal.	1				
BE	Betula pendula	European White Birch	15 gal.	5				
Conifers:								
PC	Pinus contorta contorta	Shore Pine	15 gal	3				
Deciduous Shrubs:								
SP	Spirea douglasii	Western Spirea	5 gal	4				
RO	Rhododendron occidentale	Western Azalea	5 gal	2				
Perennials and Vines:								
JO	Jasminum officinale	Poet's Jasmine	1 gal	2				
LD	Lithodora diffusa	Lithodora	1 gal	7				