



City of Gilroy

COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING DIVISION
7351 Rosanna Street, Gilroy CA 95020
(408) 846-0440, main • (408) 846-0429, fax
www.cityofgilroy.org/planning

Landscape Submittal Requirements

Effective December 1, 2015, the State's Model Water Efficient Landscape Ordinance (MWELO) went into effect and further clarifies Gilroy's current landscape requirements pursuant to the Gilroy City Code Chapter 30 Article XXXVIII.

The current State ordinance can be found here: [2015 Updated MWELO](#). Applicability of the MWELO includes:

- New construction projects with an aggregate landscape area of 500 square feet or larger that requires a building or landscape permit, plan check, or design review; or
- 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; or
- Existing landscapes (limited to MWELO Chapter 2.7 §493, 493.1, 493.2); and
- New and rehabilitated cemeteries (limited to MWELO Chapter 2.7 §492.4, 492.11, 492.12); and
- Existing cemeteries (limited to MWELO Chapter 2.7 §493, 493.1, 493.2).
- Registered local, state or federal historical sites are exempt from the MWELO.

All projects that require a building or grading permit, plan check or design review must comply with MWELO. A licensed consulting professional shall prepare all MWELO conformance documents.

Submittal Requirements – Prescriptive Compliance projects

Any project with an aggregate landscape area of 500 to 2,500 square feet may comply with MWELO through the prescriptive performance measures contained in Appendix D. Please see the separate submittal requirements attached to this policy.

Submittal Requirements – All other applicable projects

An electronic copy of all Landscape Documentation Package materials shall be provided at submittal, on USB drive or labeled CD.

Elements of the required Landscape Documentation Package to the city include:

1. Project Information (included in Building Permit Application or Uniform Application for design review or planning projects)

- A separate summary of hydrozones must also be completed: [Hydrozone Summary Sheet](#)
2. Water Efficient Landscape Worksheet:
 - A detailed worksheet – [Water Efficient Landscape Worksheet](#) – using resources described below to complete.
 - Water budget calculators for residential and non-residential landscape projects are located on the [State WELO webpage](#).
 - Evapotranspiration Adjustment Factor (ETAF) shall not exceed 0.55 for residential areas and shall not exceed 0.45 for non-residential areas.
 - ETAF for Special Landscape Areas (i.e. areas dedicated solely to edible plants, common use recreational areas, areas irrigated with recycled water, or water features using recycled water) shall not exceed 1.0.
 - Calculation of Maximum Applied Water Allowance (MAWA) and Estimated Total Water Use shall use values for the project’s geographic area from Appendix A of the MWEL: [Reference ETo Tables](#).
 - Average irrigation efficiency is 0.75 for overhead spray devices and 0.81 for drip system devices.
 - Plant factors for Water Budget Calculations shall be from the current Water Use Classification of Landscape Species: [WUCOLS IV](#).
 3. Soil Management Report
 - A soil analysis report must include soil texture, infiltration rate, pH, total soluble salts, sodium, percent organic matter, and recommendations.
 - Soil sampling shall be per laboratory protocols, including adequate sampling depth for the intended plants. Projects with multiple landscape installations (e.g. production homes) shall be at a rate of 1 in 7 lots.
 4. Landscape Design Plan
 - Such plans must include the required statement and be signed by a licensed landscape architect, licensed landscape contractor, or any other person authorized to design a landscape, per MWEL.
 - Landscaping shall be designed for efficient use of water for the proposed project, and shall adhere to MWEL (Chapter 2.7 §492.6) with regard to plant material, water features, soil preparation/mulch/amendments.
 - At minimum, the landscape design plan shall identify:
 - Delineate and label each hydrozone;
 - Each hydrozone as low, moderate, high, or mixed water use;
 - All recreational areas;
 - Areas permanently and solely dedicated to edible plants;
 - Areas irrigated with recycled water;
 - Type of mulch and application depth;
 - Soil amendments, type, and quantity;
 - Type and surface area of water features;
 - All hardscapes (pervious and non-pervious);
 - Location, installation details, and 24-hour retention or infiltration capacity of stormwater areas;
 - Any associated rain harvesting or catchment technologies; and

- Applicable greywater discharge piping, system components and areas of distribution
5. Irrigation Design Plan
- Such plans must include the required statement and be signed by a licensed landscape architect, certified irrigation designer, licensed landscape contractor, or any other person authorized to design an irrigation system, per MWELo.
 - Irrigation system shall be planned and designed for proper installation, management, and maintenance, and shall adhere to MWELo (Chapter 2.7 §492.7) with regard to design of the system and hydrozone.
 - At minimum, the irrigation design plan shall contain:
 - Location and size of separate water meters;
 - Location, type and size of all components of the irrigation system;
 - 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;
 - Recycled water irrigation systems as specified in MWELo (Chapter 2.7 §492.14).
6. Grading Design Plan
- Such plans must include the required statement and be signed by a licensed civil engineer or other licensed professional as authorized by law, per MWELo.

Compliance Verification

As part of the City's sign-off process for landscape projects (e.g. grading permit or building permit), installation of the approved landscaping must be verified with an onsite inspection. Upon completion of the landscape project, the project applicant shall submit the following required items to the City of Gilroy:

- A. Certificate of Completion stating the project has been installed per the approved Landscape Documentation Package, acknowledged by the signer of the landscape design plan, signer of the irrigation design plan, or the licensed landscape contractor;
- B. If applicable, "as-built" drawings to document any significant changes made in the field during construction;
- C. Diagram of the irrigation plan showing hydrozones shall be kept with the irrigation controller for subsequent management purposes;
- D. Irrigation scheduling parameters used to set the controller as specified in MWELo (Chapter 2.7 §492.10);
- E. Landscape and irrigation maintenance schedule as specified in MWELo (Chapter 2.7 §492.11);
- F. Irrigation audit report as specified in MWELo (Chapter 2.7 §492.12);
- G. Soil analysis report (only if not submitted previously for design review).



City of Gilroy

COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING DIVISION
7351 Rosanna Street, Gilroy CA 95020
(408) 846-0440, main • (408) 846-0429, fax
www.cityofgilroy.org/planning

Appendix D - Prescriptive Compliance Option

This appendix contains prescriptive requirements which may be used as a compliance option to the Model Water Efficient Landscape Ordinance for projects with an aggregate landscape area of 500 to 2,500 square feet or less.

Compliance with the following items is mandatory and must be documented on a landscape plan in order to use the prescriptive compliance option:

Submittal Requirements

1. Complete the project information in the Short Form Prescriptive Compliance form and Appendix D Checklist.
2. Incorporate compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches into landscape area (unless contra-indicated by a soil test);
3. Plant material shall comply with all of the following:
 - a. For residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water; For non-residential areas, install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water;
 - b. A minimum three-inch (3") layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated.
4. Turf shall comply with all of the following:
 - a. Turf shall not exceed 25% of the landscape area in residential areas, and there shall be no turf in non-residential areas;
 - b. Turf shall not be planted on sloped areas which exceed a slope of 1 foot vertical elevation change for every 4 feet of horizontal length;
 - c. Turf is prohibited in parkways less than 10 feet wide, unless the parkway is adjacent to a parking strip and used to enter and exit vehicles. Any turf in parkways must be irrigated by sub-surface irrigation or by other technology that creates no overspray or runoff.
5. Irrigation systems shall comply with the following:
 - a. Automatic irrigation controllers are required and must use evapotranspiration or soil moisture sensor data and utilize a rain sensor.

- b. Irrigation controllers shall be of a type which does not lose programming data in the event the primary power source is interrupted.
 - c. Pressure regulators shall be installed on the irrigation system to ensure the dynamic pressure of the system is within the manufacturers recommended pressure range.
 - d. Manual shut-off valves (such as a gate valve, ball valve, or butterfly valve) shall be installed as close as possible to the point of connection of the water supply.
 - e. All irrigation emission devices must meet the requirements set in the ANSI standard, ASABE/ICC 802-2014. "Landscape Irrigation Sprinkler and Emitter Standard," All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher using the protocol defined in ASABE/ICC 802-2014.
 - f. Areas less than ten (10) feet in width in any direction shall be irrigated with subsurface irrigation or other means that produces no runoff or overspray.
6. For non-residential projects with landscape areas of 1,000 sq. ft. or more, a private submeter(s) to measure landscape water use shall be installed.

Compliance Verification

At the time of final inspection, the permit applicant must provide the owner of the property with a certificate of completion, certificate of installation, irrigation schedule and a schedule of landscape and irrigation maintenance.

MODEL WATER EFFICIENT LANDSCAPE ORDINANCE (MWELo)
SHORT FORM PRESCRIPTIVE COMPLIANCE

Applicant Information:

Name: _____

Phone: _____

Address: _____

Email: _____

Project

Site Address: _____

Project Type (*new dwelling, commercial, or rehab*): _____

- This project does incorporate landscaping equal to or less than 2500 sq ft and will be using this form to identify prescriptive requirements which will be included as part of the landscape project. (*Please provide the information below specific to the landscape area and identify the location on the plans each design measure can be found using the LANDSCAPE WATER-EFFICIENCY (MWELo) APPENDIX – D CHECKLIST on page two*):

Total Landscape Area (sq. ft.): _____ Turf Area (sq. ft.): _____

Non-Turf Plan Area (sq. ft.): _____ Special Landscape Area (sq. ft.): _____

Water Type (*potable, recycled, well*): _____

Name of water purveyor (*If not served by private well*): _____

Signature

I certify the above information is correct and agree to comply with the requirements of the MWELo.

Signature of property owner or authorized representative

Date

LANDSCAPE WATER-EFFICIENCY (MWELO) APPENDIX – D CHECKLIST
 (Can only be used when aggregate landscape areas are 2,500 square feet or less)

Landscape Parameter	Design Measures	Location on Plans
Compost	Incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).	
Plant Water Use	<u>Residential</u> : Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water. <u>Non-residential</u> : Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 100% of the plant area excluding edibles and areas using recycled water.	
Mulch	A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.	
Turf	Total turf area shall not exceed 25% of the landscape area. Turf is not allowed in non-residential projects.	
	Turf (if utilized) is limited to slopes not exceeding 25% and is not used in parkways less than 10 feet in width.	
	Turf, if utilized in parkways is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.	
Irrigation System	Irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor.	
	Irrigation controller programming data will not be lost due to an interruption in the primary power source.	
	Areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.	
	A private landscape submeter is installed at non-residential landscape areas of 1,000 sq. ft. or more.	

Signature

I agree to comply with the requirements of the prescriptive compliance option of the MWELO per Appendix D.

 Signature of property owner or authorized representative

 Date

Note

For the purposes of this for landscape area includes all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).