LANDSCAPE PLAN SUBMITTAL APPLICATION

HUNTINGTON BEACH

City of Huntington Beach
Planning & Building Department
2000 Main Street
Huntington Beach, CA 92648
(714) 536-5271
www.huntingtonbeachca.gov/government/departments/planning-building/

FOR OFFICIAL USE ONLY

Present Zone _____ DM _____

General Plan Designation _____

PLANNING APPLICATION NO. _____

Landscape Plan _____ LSX _____ - _____

TOTAL

☐ Single Family Dwelling (RMH-A)($495) $_____

☐ Tract Map ($1,000) $_____

☐ Commercial ($380 per sheet) $_____

☐ Industrial ($380 per sheet) $_____

☐ Multi-Family ($380 per sheet) $_____

_____Number of Sheets

☐ 1st Submittal _____Date Received ☐ 2nd Submittal _____Date Received

☐ 3rd Submittal _____Date Received ☐ 4th Submittal _____Date Received

_____ Submittal _____Date Received

_____Amount Paid _____Receipt No.

_____Received by _____Building Permit No.

LOCATION OF PROPERTY:

Street Address: _____

Nearest Major Intersection: _____

_____

Assessor's Parcel Number(s): _____

_____

_____
APPLICANT OR AUTHORIZED AGENT (Contact Person)

_____
MAILING ADDRESS

_____
CITY **STATE** **ZIP**

_(_____)_____
TELEPHONE NUMBER

_____
EMAIL

STATEMENT OF ACKNOWLEDGEMENT

I, (Applicant's Name) _____, am the applicant, represented by the property owner of the subject property and have read and understand all statements including the filing requirements on the reverse side of this application. I hereby affirm under penalty of perjury that the foregoing statements, facts and attachments are true and correct. I understand that this application for landscape plan check may be denied, modified or approved with conditions and those conditions or modifications must be satisfied prior to issuance of building permits. I understand that by filing the application, information on the application including, but not necessarily limited to the name and address will be included on public records that may be posted on the internet.

Landscape designs, grading, soils report and Water Quality Management Plans must be coordinated and require simultaneous approval. Second and subsequent plan check submittals require all previous plan check documents. Modifications to plans after approval will require re-submittal and additional fee assessment for plan check and inspection.

_____
Signature of Applicant Date

APPLICATION REQUIREMENTS: (Complete/submit the following items prior to submittal and return this application with your submittal)

1. This application must be typed or printed and filled in completely.
2. **Plans Submittal:** Four (4) sets of landscape plans to be submitted to the Planning and Zoning Counter. (30”x42” “E” size max. or 24” x 36”)
3. Plans conforming to the following requirements:
   (a) Draw to scale (minimum scale 1/8"= 1' or 1"= 20'); indicate scale; indicate dimensions of planter areas, and north direction arrow. Plans shall be oriented so that north points to the top of the page.
   (b) Provide Plant and Tree Species list and quantity.
   (c) Provide water efficiency landscape matrix for all non-residential projects and multi-family residential projects with a total landscape area in excess of 2,500 sq. ft. and all single family residential projects.
   (d) Plot the entire parcel and dimension all pertinent data such as easements, driveways, landscaping, and parking spaces.
   (e) Include a legend (locate in lower right corner of the landscape plan) which lists the name, address, and phone number of the recorded owner and the applicant.
   (f) Provide a signature block at the bottom of the first sheet. The signature block shall allow for a Public Works signature and a Planning signature.

GENERAL LANDSCAPE PLAN PROCESSING: Projects requiring (on-site) landscape plans shall adhere to the following procedures:

1. Four (4) sets of landscape plans and the appropriate fees are collected at the Planning and Zoning Counter.
2 Planning routes one (1) set of plans to Public Works Department for review/comment/approval.
3 Once Planning and Public Works Departments have reviewed the plans, the applicant is notified.
4 If there are corrections, four (4) revised landscape plans are resubmitted, with the original sets to the Planning and Zoning Counter.
5 Planning will route all new sets of plans to Public Works for final signatures or see step 2 if landscape plans need further review.
6 Once Public Works approves and signs the landscape plans, Planning will sign all sets and return one set of plans to Public Works, one set of plans to the applicant, one set of plans to the approved set of building plans and one set of plans are kept with the Planning Division.
7 A landscaping inspection fee shall be paid prior to issuance of a building permit and prior to final building inspection, a landscaping inspection will be conducted by the Building Inspector to ensure compliance with the approved landscape plans.