

Appendix 10: Plan Submittal Checklist

1. Site Survey
 - a. Provide a site survey clearly identifying existing site conditions, including all trees, tree sizes, tree protection zones, etc. (this may be included as a part of arborist report)
 - b. Ensure soil volume requirements are met on-site
2. Arborist Report
 - a. Include Arborist Report when applicable (e.g. when there are existing trees on site that are greater than 6” DBH)
3. Landscape Plan
 - a. Ensure the Landscape Plan relates to the civil plan
 - b. Ensure the Landscape Plan relates to the plant schedule
 - c. Landscape Plan must show existing trees and tree protection zones
4. Plant Schedule
 - a. Provide a Plant Schedule that includes species, quantities, and size designation (for trees).
 - b. Note compliance with any requirements (e.g. identifies “native” plants, when required)
5. Completed Tables
 - a. Submit complete tables with landscaping calculations that match site plans