

City of Menlo Park - Water Efficient Landscape Ordinance (WELO)

Landscape Application Checklist

I certify that the subject project meets the specified requirements of the Water Conservation in Landscaping Ordinance.

Signature _____ Date _____

Project Information

New Construction Rehabilitated Other:
 Single Family Multi-Family Commercial Institutional Irrigation only Industrial Other:

Applicant Name (print): _____ Contact Phone #: _____

Project Site Address: _____

Project Area (sq.ft. or acre): _____ # of Units: _____ # of Meters: _____

For a single-family project, or a single-family development project, enter this information on an average, per unit basis. For all other projects, input an aggregate value for the entire project.	Total Landscape Area (sq.ft.):	Agency Review	
	Turf Irrigated Area (sq.ft.):	(Pass)	(Fail)
	Non-Turf Irrigated Area (sq.ft.):	<input type="checkbox"/>	<input type="checkbox"/>
	Irrigated Special Landscape Area (SLA) (sq.ft.):	<input type="checkbox"/>	<input type="checkbox"/>
	Water Feature Surface Area (sq.ft.):	<input type="checkbox"/>	<input type="checkbox"/>

Compliance (Choose One)	Requirements	Project Compliance (Must be Yes)		
<input type="checkbox"/> Prescriptive A (Residential under 2,500 SF)	Impacted landscape is ≤ 2,500 sf	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 25% max turf	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 75% low WUCOLS (0.3 avg)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Prescriptive B (Commercial under 2,500 SF)	Impacted landscape is ≤ 2,500 sf	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 0% turf	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 100% low WUCOLS (0.3 avg)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Prescriptive C (All Projects over 2,500 SF)	Impacted landscape is ≥ 2,500 sf	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 0% turf and 0% High WUCOLS	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Project has 80% low WUCOLS	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Waterbudget	Worksheet is from City's WELO webpage	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	ETWU < MAWA	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Landscape Parameter	Requirements	Project Compliance		
Turf	There is no turf in parkways < 10 feet wide	<input type="checkbox"/> Yes <input type="checkbox"/> No, if adjacent to a parking strip	<input type="checkbox"/>	<input type="checkbox"/>
	All turf is planted on slopes ≤ 25%	<input type="checkbox"/> Yes		
Hydrozones	Plants are grouped by Hydrozones	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Compost	At least 4 cubic yards per 1,000 sq ft to a depth of 6 inches	<input type="checkbox"/> Yes <input type="checkbox"/> No, See Soil Test	<input type="checkbox"/>	<input type="checkbox"/>
Mulch	At least 3-inches of mulch on exposed soil surfaces	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation System	Use of automatic irrigation controllers that use evapotranspiration or soil moisture sensor data and utilize a rain sensor	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Irrigation controllers do not lose programming data when power source is interrupted	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Irrigation system includes pressure regulators	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Manual shut-off valves are installed near the connection to the water supply	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	All sprinkler heads installed in the landscape must document a distribution uniformity low quarter of 0.65 or higher	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Areas < 10 feet shall be irrigated with subsurface irrigation	<input type="checkbox"/> Yes <input type="checkbox"/> No, but there is no runoff or overspray	<input type="checkbox"/>	<input type="checkbox"/>

Metering	Separate irrigation meter (Residential ONLY)	<input type="checkbox"/> Yes <input type="checkbox"/> No, not required if < 5,000 sq ft	<input type="checkbox"/>	<input type="checkbox"/>
	Separate irrigation submeters for landscape areas ≥ 1,000 sq ft (Commercial ONLY)	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Swimming Pools / Spas	Cover required for new pools and spas	<input type="checkbox"/> Yes <input type="checkbox"/> No, no new pool or spa	<input type="checkbox"/>	<input type="checkbox"/>
Water Features	Recirculating	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Documentation (per section 492.3)	Project Information	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Water Budget Calculation Worksheet (optional if Prescriptive Option is chosen)	<input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
	Landscape Design Plan (optional if < 1,000 sq ft of landscape area)	<input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
	Irrigation Design Plan (optional if < 1,000 sq ft of landscape area)	<input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
	Grading Design Plan (optional if < 1,000 sq ft of landscape area)	<input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
Audit	Landscape Audit Report completed	<input type="checkbox"/> Completed by professional	<input type="checkbox"/>	<input type="checkbox"/>

<p>Auditor:</p> <p>Materials Received and Reviewed:</p> <p><input type="checkbox"/> Project Information</p> <p><input type="checkbox"/> Water Budget Calculation Worksheet</p> <p><input type="checkbox"/> Landscape Application Checklist</p> <p><input type="checkbox"/> Certificate of Completion</p> <p><input type="checkbox"/> Landscape Audit Report</p> <p><input type="checkbox"/> Landscape Design Plan w/ WUCOLS Listing</p> <p><input type="checkbox"/> Soil Management Report</p> <p><input type="checkbox"/> Irrigation Design Plan</p> <p><input type="checkbox"/> Grading Design Plan</p> <p>Date Reviewed:</p> <p><input type="checkbox"/> Follow up required (explain):</p> <p>Date Resubmitted:</p> <p>Date Approved:</p> <p>Dedicated Irrigation Meter Required:</p> <p>Meter sizing:</p>	<p style="text-align: center;">Material Distributed to Applicant</p> <p><input type="checkbox"/> Regional Water Efficient Landscape Ordinance</p> <p><input type="checkbox"/> Landscape Application Checklist</p> <p><input type="checkbox"/> Water Budget Calculation Worksheet</p> <p><input type="checkbox"/> WUCOLS Listing</p> <p><input type="checkbox"/> Other:</p> <hr/> <p style="text-align: center;">Measures Recommended to Applicant</p> <p><input type="checkbox"/> Drip irrigation</p> <p><input type="checkbox"/> Plant palate</p> <p><input type="checkbox"/> Grading</p> <p><input type="checkbox"/> Pool and/or spa cover</p> <p><input type="checkbox"/> Dedicated irrigation meter</p> <p><input type="checkbox"/> Other:</p>
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Comments: