



City of Sheridan Landscape Plan Checklist

Included?			Item	Comments
Yes	No	N/A		
Section 1. Exemptions - Landscape Plan not Applicable (Sec. 56-512)				
			1. Single family dwellings, attached and detached, are exempt from landscape regulations and from providing landscape plans.	
			2. Undeveloped properties are exempt from landscape regulations and from providing landscape plans.	
			3. Existing developments are exempt from providing landscape plans, unless they are being expanded or redeveloped. *HOWEVER, redeveloped properties and additions or expansions to structures require landscape plans covering the redeveloped portion of the lot, unless the use is single family residential.*	
Section 2. Landscape Plan Requirements (Sec. 56-517)				
A. Index Map (required per staff)				
			1. Include Index List if more than two plan sheets.	
			2. List total number of sheets, list names and page numbers of each sheet, state relationship of sheets (if needed).	
			3. Match lines shall be indicated on each sheet, if match lines are used. (Match lines are not preferred , AVOID when possible)	
B. Vicinity Map (required per staff)				
			1. Show geographic relationship of the proposed site to the surrounding area.	
			2. Show streets adjacent to the site and those serving the site, along with any other features to help locate the development.	
			3. Show any natural or man-made features that make the site easy to locate, if any exist.	
C. Plan Content (Sec. 56-517.b.1)				
			1. North arrow (true north).	
			2. Scale (graphic and written). Scale to be no smaller than 1" = 50' and no larger than 1" = 10'.	
			3. Date of plan preparation (per staff).	
			4. Date of each revision, listed in the revisions block (per staff).	



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Section 2. Landscape Plan Requirements (Sec. 56-517) - continued				
C. Plan Content (Sec. 56-517.b.1) - continued				
			5. Provide a Site Data Chart listing each of the following:	
			a. Acreage/square footage of the site. Include acreage/square footage for each lot, if site is comprised of multiple lots.	
			b. Total acreage/square footage of landscaped areas on the site, including usable open space. (Sec. 56-517.b.3)	
			c. Percentage of landscaped area on the property, and percentage of landscaped area in adjoining rights-of-way, if applicable. (Sec. 56-517.b.3)	
			d. Existing zone district and proposed zone district (if necessary).	
			e. Existing and proposed uses.	
			f. Setbacks.	
			g. Landscape buffer widths and types listed (i.e. adjacent to residential, parking lot perimeter, etc.).	
			6. Existing and proposed property lines with dimensions labeled.	
			7. Setbacks shown and widths labeled. Use dimensional arrows for emphasis.	
			8. Landscape buffer areas shown, widths labeled, type of buffer labeled (parking perimeter, etc.). Use dimensional arrows for emphasis.	
			9. Placement of all proposed trees and shrubs shown, with a different symbol used for each type of tree and shrub (per staff). Also, show existing trees to be preserved.	
			10. Label areas to be seeded, sodded, mulched, or having other types of ground cover (per staff).	
			11. Easement and utility lines shown and labeled with width of easement and width of utility line. Use dimensional arrows for emphasis. Label type of easement and utility line (water, sewer, etc.). Label owner of easement.	
			12. Streets shown and labeled with width of ROW, width of pavement, centerline, and name of road.	



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Section 2. Landscape Plan Requirements (Sec. 56-517) - continued				
C. Plan Content (Sec. 56-517.b.1) - continued				
			13. Proposed buildings and structures shown and labeled.	
			14. Fences, walls, and screens shown and labeled with height, materials, color, and type (solid architectural wall, wrought iron fence, 6' tall juniper hedge for screening, wooden privacy fence with less than 10% transparency, etc.).	
			15. Berms shown and labeled with height and width.	
			16. Vehicle use areas (parking lots, driveways, drive aisles, loading areas) shown, labeled, dimensioned.	
			17. Walks shown and labeled with width, material, type (sidewalks, trails, etc.).	
			18. Street and site lighting.	
			19. Utility equipment shown and labeled.	
			20. Stormwater detention areas shown and labeled.	
			21. Irrigation lines.	
			22. Treatment of all ground surface areas.	
			23. Zoning and land use for all <u>adjacent</u> properties	
Section 3. Landscape Buffer Areas (Sec. 56-513) "Amount, Type, and Location of Landscaping"				
			1. Buffers along street or highway frontages:	
			a. All portions of the public street or highway right-of-way, between the edge of any adjoining public street or highway and the property line, shall be landscaped.	
			b. The park strip along any street or highway must be at least 8' wide.	
			c. One shade tree is required in, or adjacent to, the street or highway right-of-way (in park strip, if available) for every 30' of street or highway frontage. Placement need not be 30' on center.	
			2. Residential Buffer:	
			a. A park strip no less than 20' wide is required between any residential use and any other type of use.	



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Section 3. Landscape Buffer Areas (Sec. 56-513) - continued				
			3. Parking Areas:	
			a. A berm, no less than 30" high, is required along all edges of parking areas which face public rights-of-way.	
			In lieu of the berm, a hedge row of evergreen shrubs, 36" tall at maturity, planted close enough together to obscure the view through the hedge row, may be substituted, per staff.	
			b. A park strip no less than 8' wide and containing no less than one shade tree every 30' is required between a parking area and any adjacent property. Placement need not be 30' on center. Grouping is encouraged.	
			c. The requirement in "b" above may be waived when a shared parking area extends across a shared property line, in order to appear as a unified development and shared parking lot.	
			d. If the adjacent property is a street or highway, only one buffer is needed (i.e. only one 8' wide buffer with trees is required). Follow "a" above.	
			4. Usable Open Space:	
			a. A landscaped area or areas usable for active or passive recreation shall be provided. It shall be 25%, or more, of the area of the development in RES-MF and COM-N. It shall be 20%, or more, in COM-C. It shall be 10%, or more, in BUS-1, BUS-LI, and IND. These usable open space areas shall be <u>in addition</u> to any of the above requirements.	



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Section 4. Substitution and Landscape Materials Points Values (Sec. 56-514)				
			1. Substitution may be made for the amount, type, or location of landscaping required by Sec. 56-513 or the size of landscape material required by Sec. 56-516, subject to approval by the Building Official.	
			2. Said substitutions may be allowed if there are unique site characteristics, site constraints, or where such substitutions are consistent with the purpose and intent of Sec. 56-511.	
			3. See Code Sec. 56-514 for allowed substitutions.	
			4. Substitutions depend upon a complex points system. If desiring the points system and substitutions, NOTE THIS ON THE PLAN. Include all mathematics associated with the points system. Mathematics are not needed if using a 36" tall evergreen hedge to screen parking, in lieu of a 30" berm (per staff).	
Section 5. Plant and Material List (Sec. 56-517.b.2)				
The <u>Plant and Material List</u> must include plant names, quantities, sizes, etc. Additionally, it MUST be in a table format in order to be user-friendly to staff.				
			1. <u>Common and biological names:</u> Provide this for all vegetation to be planted (trees, shrubs, ground cover). List deciduous trees, then evergreen trees (include a header for each). List deciduous shrubs, then evergreen (include a header for each). List the types of groundcover to be used (turf variety, seed variety, mulch type, rock type, evergreen groundcover species).	
			NOTE: Only trees, shrubs, and groundcover are considered in landscape plan requirements. Annuals, ornamental grasses, and other seasonal vegetation do not count toward the requirements.	
			3. <u>Quantity:</u> List the quantity of each tree and shrub species, including variety. Include groundcover, if applicable.	
			4. <u>Minimum Size at Planting & Maximum Size at Maturity:</u> State minimum size at time of planting and planting characteristics of the landscape materials and elements (see chart in Sec. 56-516.c). State maximum height and/or spread at maturity of the landscape materials and elements.	



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Section 7. Landscape Details (Sec. 56-517.b.4)				
			Landscape details must be provided for the following:	
			1. Typical tree planting.	
			2. Typical shrub planting.	
			3. Trash enclosure.	
			4. Any signs within landscaped areas.	
			5. Any landscape lighting.	
Section 8. Landscape Notes (Sec. 56-517.b.5)				
			These specific landscape notes <u>MUST</u> be included on the plan:	
			1. "All plants shall meet or exceed the requirements of the Colorado Nursery Act of 1965." - Sec. 56-516.a.	
			2. "Protection from Vehicles: All landscaped areas adjacent to vehicle use areas shall be protected from potential vehicle damage by a curb at least 6" high, by concrete bumper blocks, or by other means approved by the Building Official. Shrubs and tree trunks shall be located no less than 42" behind the face of the curb or other approved means." - Sec. 56-518.a	
			3. "Protection of Persons: Plants which have thorns, spikes, or prickles shall not be planted, maintained, or allowed to intrude onto the public right-of-way or be closer than 12 inches, measured horizontally, to any sidewalk or pedestrian area." - Sec. 56-518.c	
			4. "Maintenance: The property owner, his agent or tenant, or a homeowner's association, where such and association has assumed landscape maintenance responsibility, shall be responsible fore regular irrigation, weeding, fertilizing, and pruning of all outside plant materials on the property and in any adjacent public street or highway rights-of-way. Plants exhibiting evidence of insects, pests, disease, or damage shall be appropriately treated. Non-living landscape materials shall be replenished in a manner which achieves full area coverage, to a minimum depth of 3". Structural landscape features shall be kept in good condition." - Sec. 56-518.d	



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Section 8. Landscape Notes (Sec. 56-517.b.5) - continued				
			5. "Replacement: Dead plants shall be removed in accordance with section 46-47 of the Municipal Code. Dead plants shall be replaced within one month of their death, or by written notice from the building official, whichever comes first, except that during periods of adverse weather conditions, a longer period of time, not to exceed six months, may be granted by the building official. Replacement plants shall be of the size shown on the approved landscape plan." - Sec. 56-518.e	
			6. "Irrigation: For plant material native to the general Denver metropolitan area, small accessible areas may be hand watered. For sod and all other ground covers, shrubs, and trees, a permanent irrigation system is required." - Sec. 56-518.f	
			7. "Conformance with Approved Plan: Landscaping shall be installed and maintained in substantially similar manner as originally approved by the building official, unless altered with the approval of the original approving party." - Sec. 56-518.g	
			8. "Completion of Work Prior to Certificate of Occupancy: Required landscaping shall be installed prior to the issuance of a certificate of occupancy. However, a financial security equal to 125% of the cost of the landscaping required to be installed, as determined by the building official, is filed with the city assuring such installation within six months of occupancy. A cost estimate for landscaping shall be presented to the building official for approval. "Security" may consist of cash, certified check, time certificates of deposit, assignment of savings account or other such assurance of completion as shall meet with the approval of the city attorney. If the installation of the landscaping is not completed within the six-month period, or within an extension of time authorized by the building official, the security may be used by the city to complete the remaining installation. Upon completion of the installation, any portion of the remaining security deposit with the city shall be returned to the applicant. Security shall not be released until the seeding of the site is considered to be established in a healthy state, by the building official. The developer or owner shall promptly reimburse the city for any costs in excess of the financial guarantee." - Sec. 56-518.g	
			General notes may also be included on the plan, as needed:	
			1. Include any applicable notes for any plant or material provided, as necessary.	
			2. Include any other notes, as needed.	



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Section 9. Site Conditions Affecting Landscaping (Sec. 515)				
			1. <i>Existing trees</i> : Show and label all existing trees, stating whether they will be removed or preserved. Existing healthy trees of at least 4" caliper size shall be saved and preserved on-site, UNLESS owner or developer can demonstrate, to satisfaction of building official, that site design restrictions require their removal (per no redesign options), per Sec. 56-515.a.	
			2. <i>Natural & Manmade Amenities</i> : When property abuts natural or manmade amenity such as a river, drainage ways, wetland, canal, or park, landscaping shall be integrated with, and respect, the integrity of the amenity, per Sec. 56-515.b. NOTE on the plan, if this is applicable.	
			3. <i>Soils</i> : If there are heavy clay soils on the site per the soils report, plant material (and sprinkler heads) shall be installed no closer than 10' from building foundations, per Sec. 56-515.c. NOTE on the plan, if this is applicable.	
			4. <i>Underground Utility Lines</i> : No tree may be planted closer than 5' to an underground utility line, measured horizontally, and no tree may be planted closer than one-half of its mature spread to a streetlight pole, per Sec. 56-515.c. NOTE on the plan, if this is applicable.	
			5. <i>Overhead Utility Line</i> : No tree or shrub over 15' tall at maturity may be planted under an electrical transmission line. Lower heights for trees or shrubs under electrical distribution lines shall be as established by the electric utility, per Sec. 56-515.d. In the vegetation table, label all vegetation to be planted under electrical lines to show that mature height will not violate this.	
			6. <i>Vision Triangles</i> : No part of any landscaping may obstruct the vision triangles for street corners or entry drives, per Sec. 56-515.e. In addition, vision triangles cannot be obstructed throughout the site where cars and pedestrians circulate (per staff). Show that this is being obeyed, or INCLUDE NOTE stating this.	



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Section 10. Minimum Sizes of Landscaping Materials at Time of Planting, along with Minimum Requirements of Landscape Elements (Sec. 56-516)				
			1. Tree, shade - 2 inch caliper.	
			2. Tree, ornamental - 1½-inch caliper.	
			3. Tree, evergreen - 5 feet high.	
			4. Shrubs:	
			a. Container Size: 5 gallons	
			b. Balled and burlapped: 2 feet high	
			c. Bare root stock: 2 feet high	
			5. Vines, ground covers, perennials - Size decided due to season availability by the Building Official.	
			6. Redwood bark chips - 2 feet in size, 3 inches depth, over geotextile fabric.	
			7. Other wood chips (wood shavings NOT allowed, per staff) - 3 inches, over geotextile fabric.	
			8. Rock or stone (color must be compatible with building colors) - 1 inch in size, 3 inches depth, over geotextile fabric.	
			9. New timber or railroad ties - Pressure impregnated with wood preservative equal to Wolman CCA.	
			10. Used timber or railroad ties - Requires approval by the Building Official. Usually PROHIBITED.	
			11. Grading:	
			a. Lawns and grassed areas: Between 100:1 and 3:1 slope.	
			b. Berms covered by shrubs or living ground covers: Maximum 2:1 slope.	
			c. Decorative paving: - ALLOWS brick, stone, colored or specially patterned concrete. - PROHIBITS asphalt and plain concrete with standard joints.	



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Section 11. Vegetation Prohibited or Restricted (Sec. 56-516.b):				
Prohibited vegetation includes:				
			1. American Elm trees.	
			2. Siberian Elm trees.	
			3. Box Elder trees.	
			4. All members of the salix genus and populus genus (except Cottonless Cottonwoods are allowed).	
			5. All fruit trees (except Crabapple are allowed).	
			6. Russian Olive trees.	
			7. Artificial trees, shrubs, turf or other artificial plants.	
Restricted vegetation includes:				
			1. Plants which have thorns, spines, or prickles shall not be planted or maintained upon public rights-of-way, or be closer than 12", measured horizontally, to walks or other pedestrian areas.	
			2. Tree limbs or branches may be no less than 8' above any public walk or pedestrian area.	