



**DESIGN REVIEW BOARD
Staff Report
AGENDA ITEM D.1
MEETING DATE: NOVEMBER 10, 2020**

DATE: November 10, 2020
TO: Design Review Board Members
FROM: Mary Chang, Supervising Senior Planner
SUBJECT: Landscape Plans for DRB Review

The new zoning ordinance, Title 17 (17.34 Landscaping) has the requirement for all new additions that require DRB review and approval to have also concurrently submit and secure approval of a landscape plan. Many projects, specifically single-family additions, do not include any changes to its existing landscaping. Staff would like to ask DRB what the applicant should provide if no landscape changes are proposed. Below are suggestions:

1. Photographs showing existing landscaping; or
2. Aerial photos; or
3. Show on the site plan what the existing landscaping and general plantings are; or
4. Full landscaping plans showing the existing landscaping.

We included the following Title 17 sections for the DRB to get familiar with landscape requirements that may pertain to a project under review:

17.34.020 Applicability

The regulations of this chapter apply to

- A. New Structures.** All new structures, except active agricultural buildings located further than 100 feet from public rights-of-way;
- B. Additions.** Additions that require Design Review Board approval;
- C. Changes in Use.** A change in use or building occupancy designation that results in increased parking requirements where sufficient parking to meet the increase does not exist on the site; and
- D. Rehabilitation.** Rehabilitated landscape projects with an aggregate landscape area equal to or greater than 2,500 square feet requiring a building permit. (Ord. 20-03 § 6)

17.34.030 Required Landscaping Areas

The following areas must be adequately screened and landscaped to meet the purpose of this chapter.

- A. **Parking Areas.** Parking areas, as required pursuant to Chapter [17.38](#), Parking and Loading.
- B. **Unused Areas.** All visible, undeveloped areas of a project site not intended for a specific use, including areas planned for future phases of a phased development, must be landscaped or left in an undisturbed state provided there is adequate vegetation to prevent erosion and the area is adequately maintained for weed control and fuel maintenance. (Ord. 20-03 § 6)

17.34.040 General Requirements

- A. **Landscaped Areas.** Required landscaped areas must be maintained free from encroachment by any use, structure, vehicle, or feature not a part of the landscaping design, except for any fire hydrants and related fire protection devices, mailbox clusters, pedestals, poles, cabinets, utility-housing boxes, or other permanent fixtures as approved for emergency or service access, or as otherwise allowed by this chapter.
- B. **Vision Clearance.** Landscaping must be planted and maintained so that it does not interfere with public safety or traffic safety sight areas; see Section [17.24.210](#), Regulations Applying to Multiple Districts—Vision Clearance.
- C. **Public Safety.** Landscaping must not encroach into the public road right-of-way, unless obtaining the required approvals from the City, nor be allowed to grow into public accessways, such as sidewalk or trails, so as to create an impediment, hazard, risk of injury, or public nuisance. (Ord. 20-03 § 6)

17.34.050 Materials

- A. **Public Landscaping.** Landscaping within City rights-of-way or on other City-owned facilities must comply with the City's Urban Forest Management Plan.
- B. **Private Landscaping.** Landscaping may consist of a combination of turf, groundcovers, shrubs, vines, trees, and incidental hardscaping, such as stepping stones, benches, sculptures, decorative stones, and other ornamental features placed within a landscaped setting.
 - 1. Plant materials must be selected from among native or non-invasive drought-tolerant species and varieties known to thrive in the region's climate.
 - 2. Recirculating water must be used for decorative water features. (Ord. 20-03 § 6)

17.34.060 Landscape Plans

A Landscape Plan must be submitted with the permit application whenever new or rehabilitated landscaping is required, pursuant Section [17.34.020](#), Landscaping—Applicability, and must contain all required elements of the State and City's Water Efficient Landscape Ordinances (WELO). (Ord. 20-03 § 6)