

## Bay-Friendly Basics Landscape Checklist



This Bay-Friendly Basics Checklist is for all new construction and renovation of landscapes that are 2,500 square feet of irrigated area or greater and require a permit. The Bay-Friendly Basics represents the 9 required practices from the Bay-Friendly Landscape Scorecard. It is considered a minimum set of practices to improve the environmental performance of the landscape. Projects are recommended to meet all applicable measures on the checklist. For measures that are not applicable or are not in the project's scope of work, check "N/A" and make a note of why the measure does not apply to the project (attach additional sheets if necessary). For electronic copies of this checklist, and other Bay-Friendly Landscaping resources, visit: [www.BayFriendly.org](http://www.BayFriendly.org)

**Project:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### Earthwork & Soil Health

Yes	No	N/A	Measure & Requirement	Documentation	Notes
<b>1. Mulch</b>					
			<p><b>Requirement</b> All soil on site is protected with a minimum of 3 inches of mulch after construction.</p> <p><b>Recommendation</b> Use recycled or greenwaste mulch instead of landscape fabric. Trees identified for removal are chipped and used on site as mulch, on-site storage space permitting.</p> <p><b>Reference</b> <i>Bay-Friendly Landscape Guidelines</i>, Practice 4.1; <i>Bay-Friendly Guide to Mulch</i>, available at <a href="http://www.BayFriendly.org">www.BayFriendly.org</a>. Provides sources of recycled mulch and proper application of mulch and information on sheet mulching.</p>	<ul style="list-style-type: none"> <li>• Submit square footage of planting areas as well as cubic yards required to cover planting areas to a minimum three-inch (3") depth.</li> <li>• Submit a delivery ticket or receipt of purchased mulch and/or,</li> <li>• Submit receipts for sheet mulching materials and/or,</li> <li>• (Optional) Submit photos of trees being chipped for mulch (if applicable).</li> </ul>	
<b>2. Amend the Soil with Compost Before Planting</b>					
			<p><b>Requirement</b> Compost is specified as the soil amendment, at the rates indicated by a soil analysis to bring the soil organic matter content to a minimum of 3.5% by dry weight or 1 inch of compost. If the imported or site soil meets the organic content of 3.5% or more, then the requirement is waived.</p> <p><b>Recommendation</b> Purchase compost from a producer who participates in the U.S. Composting Council's Standard Testing Assurance(STA) program to ensure quality.</p> <p><b>Reference</b> <i>Bay-Friendly Landscape Guidelines</i>, Practice 4.1; Model Bay-Friendly Soil specifications, at <a href="http://www.BayFriendly.org">www.BayFriendly.org</a>; U.S. Composting Council Standard Testing Assurance program explanation and list of participating producers can be found at: <a href="http://www.compostingcouncil.org">www.compostingcouncil.org</a></p>	<ul style="list-style-type: none"> <li>• Submit the site soil or imported topsoil analysis. No soils analysis is required if 1" of compost is used.</li> <li>• Submit+H35 compost details from construction documents.</li> <li>• Submit the receipt or delivery ticket for the compost, indicating the amount of the compost delivered/purchased.</li> </ul> <p><i>If a waiver is requested based on soil organic matter content or the needs of plant palette,</i></p> <ul style="list-style-type: none"> <li>• Submit a completed plant palette with species that need little/no soil organic matter identified, and include the source of information on their soil needs OR</li> <li>• Submit a soils report that indicates the soil has an organic matter content of 3.5% or greater.</li> </ul>	

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### Materials

#### 3. Reduce and Recycle Landscape Construction Waste

<p><b>Requirement</b>          Divert 50% of landscape construction and demolition waste by weight. Verify the local jurisdiction's minimum requirement and reporting procedures for construction and demolition (C&amp;D) recycling.</p> <p><b>Reference:</b>          StopWaste.Org, <i>Builders' Guide to Reuse &amp; Recycling: A Directory for Construction and Demolition Materials</i> and sample Waste Management Plan for recycling C&amp;D materials at <a href="http://www.BuildGreenNow.Org">www.BuildGreenNow.Org</a>.</p>	<ul style="list-style-type: none"> <li>• State the percent diversion goal in the design documents.</li> <li>• List specific goals and recycling and reuse requirements in plans and specifications.</li> <li>• Require contractors to review the waste management plan with subcontractors and to include contract language requiring subcontractors comply with the plan.</li> <li>• Prior to construction, complete a construction waste management plan. The City should provide a sample template, or one can be downloaded at <a href="http://www.BuildGreenNow.org">www.BuildGreenNow.org</a>.</li> <li>• After construction, provide final waste management plan with backup documentation. If materials were sent to a C&amp;D Recycling facility, apply a facility average diversion rate because not all materials can be recycled. Most large C&amp;D facilities have a calculated diversion rate and can provide you with documentation stating the percentage of materials recycled at that facility (typically 50% to 90%).</li> </ul>	
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### Planting

#### 4. Choose & Locate Plants to Grow to Natural Size

<p><b>Requirement</b>          Species will be selected and plants spaced to allow them to grow to their natural size and shape . Pruning for structural integrity and health of plant is permitted. In addition, plants located in a row or adjacent to buildings, sidewalks or roads will be spaced between their minimum and maximum mature plant spread according to a published reference plant book and still fit into their planting area without significant overhang. Trees must meet the spacing requirements only when adjacent to buildings, in a row or other adjacent to other vertical obstructions. Vines are not subject to spacing requirements.</p> <p><b>Reference</b>  <i>Bay-Friendly Landscape Guidelines</i>, Practices 2.1, Bay-Friendly Plant lists are available at <a href="http://www.BayFriendly.org">www.BayFriendly.org</a>; Bronsetin,Carol, David Fross and Bart O'Brien, <i>California Native Plants for the Garden</i>; East Bay Municipal Utility District, <i>Plants and Landscapes for Summer Dry Climates</i>; Sunset, <i>Western Garden Book</i>.</p>	<ul style="list-style-type: none"> <li>• Submit plant legend indicating plant species, spacing and mature spread of plant. Indicate the source of information on spacing and spread.</li> <li>• Submit a statement signed by the Landscape Architect, Designer or Contractor verifying that installed plants meet this requirement.</li> </ul>	
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Yes No N/A	Measure & Requirement	Documentation	Notes
	<p><b>5. Do Not Plant Invasive Plant Species</b></p> <p><b>Requirement</b>  None of the plant species listed by CAL-IPC's Don't Plant a Pest as invasive in the San-Francisco, Bay Area are included in the planting plan.</p> <p><b>Definition</b>  An invasive speices is defined as a species that is non-native (or alien) to the ecosystem under consideration and whose introduction causes or is likeley to cause economic or environmental harm or harm to human health. Federal Executive Order 13111.</p> <p><b>Reference</b>  Bay-Friendly Landscape Guielines, Practice 2.1d; Don't Plant A Pestbrochures for trees and plants available at <a href="http://www.cal-ipc.org">www.cal-ipc.org</a>; <a href="http://www.cal-ipc.org/ip/inventory/weedlist.php">www.cal-ipc.org/ip/inventory/weedlist.php</a>.</p>	<ul style="list-style-type: none"> <li>• Compare the complete list of plants in the plant palette to the Cal-IPC list of plants that are invasive to the San Francisco Bay-Area.</li> <li>• Submit the complete plant palette.</li> <li>• Submit a statement signed by the Landscape Architect, Designer or Contractor confirming that no invasive species were substituted for specified species.</li> </ul>	
	<p><b>6. Grow drought tolerant CA native, Mediterranean or climate adapted plants</b></p> <p><b>Requirement</b>  A minimum of 75% of the total number of plants in non-turf areas must be species that require no or little summer watering once established. Species should be adapted to the climate in which they will be planted, as referenced by a published plant reference. If plants are given a range of water needs from "occasional to moderate" for example, the landscape designer must determine if the plant will require either occasional or moderate watering based on site, soil, and climate conditions and categorize the plant appropriately.</p> <p><b>Recommendation</b>  California native or Mediterranean species are strongly recommended.</p> <p><b>Reference</b>  <i>Bay-Friendly Landscape Guidelines</i> Practice 4.2; <a href="http://www.owue.water.ca.gov/docs/wucols00.pdf">www.owue.water.ca.gov/docs/wucols00.pdf</a>.</p>	<ul style="list-style-type: none"> <li>• Submit a plant legend that identifies species, number of plants, irrigation requirements (and reference source of the water requirement), total number of drought tolerant plants and total number of non-turf plants. (download a Bay-Friendly plant legend template to facilitate this process at <a href="http://www.BayFriendly.org">www.BayFriendly.org</a>).</li> <li>• Submit a statement signed by the Landscape Architect, Designer or Contractor verifying that installed plants meet this requirement.</li> </ul>	

# Bay-Friendly Basics Landscape Checklist

Yes No N/A	Measure & Requirement	Documentation	Notes
<b>7. Minimize the lawn</b>			
	<p><b>Requirement</b>            A maximum of 25% of total irrigated area is specified as turf, with sports or multiple use fields exempted.</p> <p><b>Reference</b>  <i>Bay-Friendly Landscape Guidelines</i>, Practice 4.3; Bay-Friendly Lawn Alternatives plant list at <a href="http://www.BayFriendly.org">www.BayFriendly.org</a>; Brooklyn Botanic Garden Publications, <i>Easy Lawns, Low Maintenance Native Grasses for Gardeners Everywhere</i>.</p>	<ul style="list-style-type: none"> <li>• Submit calculations of square feet of turf, excluding sports and multiple use fields, and square feet of total irrigated area.</li> <li>• Submit planting plans with sports and multiple use fields identified. Include a statement about the purpose of multiple use fields.</li> <li>• Submit as statement signed by the Landscape Architect, Designer or Contractor that installed turf meets the requirements for this credit.</li> </ul>	

## Irrigation

**8. Specify Weather-Based Irrigation Controllers (automatic, self-adjusting) that Includes a Moisture &/or Rain Sensor Shutoff**

	<p><b>Requirement</b>            Weather-based irrigation controllers, soil moisture based controllers or other self-adjusting irrigation controllers, shall be required for all irrigation systems.</p> <p><b>Reference</b>  <i>Bay-Friendly Landscape Guidelines</i>, Practice 4.6; EBMUD website has a list of recommended self adjusting controllers at <a href="http://www.ebmud.com">www.ebmud.com</a>.</p>	<ul style="list-style-type: none"> <li>• Submit the make and model and product sheet of the irrigation controller.</li> <li>• Provide a statement signed by the Landscape Architect, Designer or Contractor that the installed controller is a self-adjusting model and includes shut off capacity.</li> </ul>	
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**9. Sprinkler & Spray Heads are Not Specified for Areas Less Than 8 Feet Wide**

	<p><b>Requirement</b>            Sprinkler and spray heads are not specified in areas less than or equal to 8 feet wide to prevent overspray and runoff. Acceptable alternatives include drip, subsurface drip, bubblers or no irrigation. Bubblers shall not exceed 1.5 gallons per minute per bubbler.</p>	<ul style="list-style-type: none"> <li>• Submit statement signed by the Landscape Architect, Designer or Contractor verifying that irrigation as installed does not have sprinkler or spray heads in planted areas less than 8 feet wide.</li> </ul>	
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**Bay-Friendly Basics:** Bay-Friendly Basics represents the 9 required practices in the Bay-Friendly Landscape Scorecard. Landscapes that achieve the Bay-Friendly Basics... (text is mirrored and partially illegible)

This checklist works well with the Small Commercial Green Building Checklist available at [www.fairfaxva.gov](http://www.fairfaxva.gov)