



**CITY OF TUMWATER**  
 555 ISRAEL RD. SW, TUMWATER, WA 98501  
 (360) 754-4180  
 Email: cdd@ci.tumwater.wa.us

**LANDSCAPE PLAN REVIEW  
 Submittal Checklist**

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**APPLICANT INFORMATION** *(please print neatly)*

NAME OF APPLICANT: \_\_\_\_\_

**SUBJECT PROPERTY INFORMATION**

ADDRESS OF PROPERTY (COMPLETE): \_\_\_\_\_

If the proposal is a commercial or industrial development or multi-family residential development consisting of five or more dwelling units with a new building or building expansion that amounts to or exceeds either 4,000 square feet or 25 percent of the assessed valuation of the existing building within any 12-month period, or if the proposal is a residential manufactured home park consisting of five or more dwelling units on a lot, or expansion that amounts to or exceeds five additional dwelling units, then a submittal for a Landscape Plan Review shall consist of all items on this checklist unless waived by Staff.

<b>A. APPLICATION</b>	N/A	Provided	Staff
1. Provide a complete and signed (by owner or authorized representative) application and applicable fee.		<input type="checkbox"/>	<input type="checkbox"/>
2. One copy of the proposed landscape drawing(s).		<input type="checkbox"/>	<input type="checkbox"/>

<b>B. LANDSCAPE PLAN</b>	N/A	Provided	Staff
1. The landscape plan(s) shall be on a minimum of 18"x24" to a maximum of 24"x36" sheet(s) drawn to a scale of no more than 1"=20' and no less than 1"=100', unless otherwise approved by the City. The plan should be prepared by a Washington State licensed Landscape Architect, Washington State Certified Nursery professional, or Washington State Certified Landscaper. The plan(s) shall be a drawing of the entire contiguous parcel(s) showing the following information:		<input type="checkbox"/>	<input type="checkbox"/>
a. Date, north arrow, and scale.		<input type="checkbox"/>	
b. General vicinity map.		<input type="checkbox"/>	
c. Property boundaries, the extent and location of proposed clearing and major physical features of the property (streams, ravines, etc).		<input type="checkbox"/>	
d. Project Information block shall be placed on the face of the landscape plan as follows:			
- Total area (acreage and square-footage) of the parcel.		<input type="checkbox"/>	
- Total area (acreage and square-footage) of landscaping.		<input type="checkbox"/>	
- Percent of site covered with landscaping.		<input type="checkbox"/>	
- Type of buffer (as required by TMC 18.47.020.D) provided along each property line.		<input type="checkbox"/>	
- Size (including height), species, type (deciduous or evergreen, drought tolerant, native, etc), and numbers of trees and shrubs to be planted.		<input type="checkbox"/>	

## Landscape Plan Review Submittal Checklist

<b>B. LANDSCAPE PLAN (CONTINUED)</b>	N/A	Provided	<b>Staff</b>
e. Location of:			
- All existing and proposed pavement and structures, vehicular-use areas, significant trees and/or landscape features and topographic elevations.		<input type="checkbox"/>	
2. Irrigation Plan, if all the existing and proposed trees and shrubs are not drought-tolerant or native vegetation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>C. OTHER DOCUMENTS</b>	N/A	Provided	<b>Staff</b>
1. Draft of a Maintenance Agreement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>D. ELECTRONIC SUBMITTAL</b>	N/A	Provided	<b>Staff</b>
1. Submitting online: <a href="#">Upload</a> documents, naming them with the project address and document name (project address – application, checklist, plans, etc).	<input type="checkbox"/>	<input type="checkbox"/>	
Submitting in person: USB drive containing apps, checklist, plans, reports, etc. as outlined under B and C above, in PDF-file format. Maximum format shall be 300 dpi.	<input type="checkbox"/>	<input type="checkbox"/>	

The application for a Landscape Plan Review must be submitted prior to submittal of a Building Permit application.

I verify that all required documents associated with this application have been submitted.

\_\_\_\_\_  
Signature of Applicant/Representative

\_\_\_\_\_  
Date