



Chapter 14.17 Water-Efficient Landscape Ordinance Checklist of Applicability/Submittal Requirements

[Chapter 14.17 \(Water-Efficient Landscape Ordinance\)](#) promotes the design, installation, and maintenance of landscaping in a manner that conserves regional water resources by ensuring that landscaping projects are not unduly water-needy and that irrigation systems are appropriately implemented to minimize water waste. The City's ordinance is consistent with the requirements **mandated by State Law**. Refer to the [Landscape Design Standards \(https://newportbeachca.gov/home/showdocument?id=7710\)](https://newportbeachca.gov/home/showdocument?id=7710) for comprehensive information about the submittal requirements and copies of the appendices referenced. Please see the thresholds below and reference the applicable exhibit (attached) for plan submittal requirements.

Applicability

- a. **Exempt** [See Exhibit A]
 - 500 square feet for a "new landscaping project"; OR
 - Rehabilitated Landscape Project - projects that consist of replacement plantings with lower water needs and the irrigation system is designed, operable, and programmed to comply with City water conservation regulations. Letter or documentation from a Licensed Professional required.
 - Hazard Reduction and Fuel Modification zones where Fire Prevention Guidelines, G.01 and G.02 shall prevail
- b. **Prescriptive Compliance** [See Exhibit B]
 - Qualifying projects include <2500 square feet of new planting areas (new landscape projects and rehabilitated landscaping projects).
- c. **Landscape Documentation Package** [See Exhibit C]
 - >2,500 square feet of new or rehabilitated landscaping project

Glossary

- "New landscape project"** New landscape installation project: a landscape installed in conjunction with new development, whether or not the new development includes construction of new building(s). (e.g. parks, playgrounds, and greenbelts).
- "Rehabilitated landscape project"** Landscape rehabilitation project: any re-landscaping project that meets the criteria of Section 14.17.020 (Applicability), where the modified landscape area is greater than 2,500 square feet.
- "Landscape area"** all the planting areas, turf areas, and **water features (including pools, ponds, fountains, etc.)** in a Landscape Design Plan which are subject to, and must be included in, the Maximum Applied Water Allowance and Estimated Applied Water Use calculations. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for nondevelopment (e.g., open spaces and existing native vegetation).

Checklist Submittal Requirement Exhibits

- A: Exempt
B: Prescriptive Compliance
C: Landscape Documentation Package



Exhibit A – Exempt Projects Checklist/Submittal Requirements

Site Address: _____

Project Landscape Area (square feet): _____ (<500 square feet)

Does your project include less than 500 square feet of new or rehabilitated landscape area? ___ Yes ___ No

If you answered yes above, please indicate the landscape square footage on the project plans and the project is exempt from any further requirements. If you answered no above, please continue onto the applicability questions, below.

Applicability:

- 1) **Does your project consist of replacement plantings with equal or lower water needs; and the irrigation system is designed, operable and programmed to comply with the City's water conservation regulations?** ___ Yes ___ No
- 2) **Is your project site a registered local, state, or federal historic site?**
___ Yes ___ No
- 3) **Is your project an ecological restoration project that does not require a permanent irrigation system?** ___ Yes ___ No
- 4) **Is your project a plant collection as a part of botanical gardens and arboretums open to the public?** ___ Yes ___ No
- 5) **Is your landscape project in a Hazard Reduction or Fuel Modification Zone?**
___ Yes ___ No

If you answered yes to any of the above, proceed to Exempt Project Submittal Requirements, below.

Replacement Plantings, Submittal Requirements:

Submittal Items (All submittal items must be inserted into the plan set):

Sheet #

1. Project information: date, project name, project address and/or lot number(s), contact information for the project applicant and property owner _____
2. Total landscape area (square feet) _____
3. If answered yes to number 1 under the applicability section, please provide a letter or documentation from a licensed professional to demonstrate the project's lower water needs. _____



Exhibit B – Prescriptive Compliance Option Checklist/Submittal Requirements

Applicability:

- ☐ New or rehabilitated projects landscape projects (including new single-family, multifamily, public, institutional or commercial projects) with an aggregate landscape area equal to or greater than five hundred (500) square feet but less than 2,500 square feet.
- ☐ Graywater or rainwater on-site capture with less than 2,500 sq. ft. of landscape area

Preparation by a Licensed Professional is not required for the Prescriptive Compliance Option. Refer to the [Landscape Design Standards \(Appendix H\)](#) for comprehensive information about submittal requirements and copies of the appendices referenced below.

Prescriptive Compliance Submittal Requirements:

Sheet #

(All submittal items must be inserted into the plan set):

1. Project information:
Date, project name, project address and/or lot number(s), total landscape area (square feet), project type, water supply type, contact information for the project applicant and property owner _____
2. Written notes/confirmation that:
Turf area does not exceed 25% of landscape planting area (prohibited on slope areas and parkways less than 10 feet wide)
75% of landscape area must be planted with climate adapted plants with an average WUCOLS plant factor of 0.3.
Compost at a rate of four cubic yards per 1,000 square feet to a depth of six inches _____
3-inch mulch layer applied to all planting areas (excluding turf areas)
Automatic irrigation controllers will use evapotranspiration or soil moisture sensor data and will have manual shut-off valves
3. Written statement:
"I agree to comply with the requirements of the prescriptive compliance option to the MWELO." _____

Certification of Completion Package (Prior to final):

- ☐ Landscape Installation Certificate of Completion ([Appendix E](#))
- ☐ Irrigation audit report ([Appendix G](#)) or enrollment in a regional or local water suppliers water conservation program
- ☐ Post installation irrigation schedule and landscape/irrigation maintenance schedule



Exhibit C – Landscape Documentation Package Checklist/Submittal Requirements

Applicability: A Landscape Documentation Package is required for landscape projects with 2,500 square feet or greater of new or rehabilitated landscape. Refer to the [Landscape Design Standards](#) for comprehensive information about the submittal requirements and copies of the appendices referenced below.

Landscape Documentation Package Submittal Requirements:

Submittal Items (All submittal items must be inserted into the plan set):	Sheet No.
1. Project information: date, project name, project address and/or lot number(s), total landscape area (square feet), project type, water supply type, contact information for the project applicant and property owner	_____
2. Certification of Landscape Design (Appendix B)	_____
3. Water Efficient Landscape Worksheet (Appendix C and Appendix D)	_____
4. Soil Management Report – An analysis by a certified agronomic soils lab, which may include soil texture, infiltration rate, pH, soluble salts, sodium, % of organic matter, and recommendations	_____
5. Landscape Design Plan	_____
6. Irrigation Design Plan	_____
7. Hydrozone Plan	_____
8. Grading Design Plan	_____
9. Landscape Documentation Package Checklist (this page)	_____
10. The statement: "Hold on final for submittal of Certification of Completion Package."	_____

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Water-Efficient Landscape Ordinance (WELO) Compliance Process

Plan Check
Document Compliance
(or exemption)



Permit Issuance
Construction



Pre- Final
Certification of
Completion Due
(HOLD ON FINAL)



Final Permits
Occupancy

