

TECHNICAL MANUAL

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TITLE 3 - LANDSCAPE

[Revised 3/31/2020]

All revisions under this round are noted with [3/2020]

3.A LANDSCAPE RELATED PLANS

The types of plans include: Planting Plan, Landscape Plan, and Alternative Landscape Plan. The Applicant shall submit the applicable plans based on the type of request. These plans shall be prepared pursuant to the requirements of the ULDC and the Technical Manual, [Title 2, Plans](#), where applicable.

3.A.1 Landscape Related Plans

The following information shall be provided to graphically illustrate the design of the proposed planting scheme and to demonstrate compliance with the ULDC. The approved Zoning Plan shall serve as the base for the creation of the Planting, Landscape or Alternative Landscape Plan(s) to ensure the approved layout of site or design elements (including but not limited to buildings, amenities, easements, outdoor lighting, parking, vegetative preserves, sign, etc.) are consistent.

Table 3.A.1.A - Design and Utility Elements

	Elements	Description
a.	Easements	Identify all overhead and underground utilities, retention and detention areas, fire hydrants, ex-filtration trenches, water/sewer components and drainage structures and easements, where planting may be impacted by these elements.
b.	Fences and Walls	Dimension (height) and label types of wall (concrete block or panel) or fence (wood, chain link).
c.	Foundation Planting	Define, dimension (length and width) and label applicable foundation planting.
d.	Gradients	Identify existing and proposed gradients around vegetation preserve areas. Add contour lines and spot grades for berms.
e.	Interior Landscaping	Define, dimension (length and width) and label applicable interior landscaping (Landscape Island, median, screening for equipment/loading, dumpster) or any area designated for planting.
f.	Pedestrian Amenities	Label and dimension planting around amenities, where applicable.
g.	Perimeter Buffers	Define, dimension (width) and label applicable buffers (R-O-W, Compatibility and Incompatibility)
h.	Planting Notes	Provide applicable Planting Notes in accordance with Section 5 of this Title.
i.	Preservation of Upland or Wetland	Define graphically the boundary of the required vegetation preserve areas.
j.	Recreation	Define, dimension and label planting around all recreation areas, tot lots and neighborhood parks
k.	Trees, palms and shrubs	The symbols that are used to show existing and proposed plant materials on the plan must be consistent with those indicated on the Plant List Table or on the Legend.
l.	Screening	Identify ground mounted mechanical, air conditioning, and electrical equipment
m.	Signs	Define, dimension (width and length) and label planting around base of signs

3.A.1.B Plant Legend

The Plant Legend shall be depicted in table format listing the proposed and existing vegetation, where applicable, and shall include the following:

1. Graphic symbol or Acronym of Botanical Name;
2. Quantity;
3. Native or Non-native;

- 4. Botanical Name;
- 5. Common Name; and,
- 6. Height; Clear Trunk or Gray wood, Container size.

3.A.1.C Notes on Landscape Related Plans

All Planting notes and specifications shall be in compliance with the Florida Grades and Standards for Nursery Plants, as amended.

Table 3.A.1.B - Standard Notes on Landscape Related Plans

	Elements	Description
a.	Mulch	All planted areas shall contain a three (3) inch layer of shredded mulch.
b.	Final Grade	All existing asphalt and compacted base materials shall be removed from the planting areas and replaced with clean top soil prior to planting. The final grade within the planting areas shall be two (2) inches below the adjacent paved areas or top of curb.
c.	Drainage	All planting beds shall be shaped and sloped to provide proper drainage;
d.	Pruning	All plant material shall be pruned, if needed, to achieve the shape and form characteristic to their design intent. Pruning shall be in strict accordance with ISA standards;
e.	Groundcover	All sod or seed shall be certified (if applicable), and weed and insect free;
f.	Groundcover	Landscape and/or sod shall be placed to the edge of pavement from vehicular areas, adjacent canal banks, lakes or other landscape areas;
g.	Planting Pit	All planting areas shall be excavated to a depth of thirty (30) inches minimum and backfilled with a soil mix consisting of 1/3 native soil, 1/3 clean sand and 1/3 composted cow manure or comparable composted organic material;
h.	Root Barrier	Root barriers shall be installed where required by local utility company or other regulating agencies;
i.	Root Barrier	Where Ficus Species are used, appropriate setbacks and safeguards (Root barriers) shall be required;
j.	Utilities	Contractor shall be responsible for locating existing utilities or other obstructions which may interfere with plant installation;
k.	Utilities	Call Sunshine One Call service for underground utility locations 48 hours prior to any excavation or digging 1-800-432-4770.

3.B GUIDELINES

3.B.1 [Palm Beach County Pruning Guidelines](#)

3.B.2 FPL Guidelines “Right Tree, Right Place”

FPL website is found on: http://www.pbcgov.com/techmanual/pdf/FPL_Plant_The_Right_Tree.pdf

3.B.3 Environmental Resources Management – Best Management Practices

ERM website is found on: <http://discover.pbcgov.org/erm/Pages/Permitting-Regulation.aspx>

3.C EXISTING NATIVE VEGETATION - PRESERVATION

This Title of the Technical Manual corresponds to ULDC Art. 7.E, Existing Native Vegetation, Prohibited, and Controlled Plant Species. For the purpose of this Title, trees, palms, pines or any types of vegetation that are subject to preservation, mitigation, relocation on-site, relocation off-site and removal are referred to as **Vegetation**. The Applicant is recommended to review the Environmental Resources Management Department’s Best Management Practices (see above link) and Article 14.C, Vegetation Preservation and Protection for applicable requirements or guidelines. **[12/2020]**

For Variance and Waiver applications that are related to Landscaping, the Applicant shall submit an Alternative Landscape Plan (ALP). The Applicant may provide the Vegetation Disposition Chart on the ALP, if applicable. For all other applications, the Applicant may provide the Chart on the Regulating Plan. [3/2020]

3.C.1 Vegetation Survey

The Vegetation Survey shall show all existing native vegetation on the subject property, and shall include a Vegetation Disposition Chart with information indicated in 3.C.2 listed below. Where applicable, Staff may also require the same for non-native specimen or champion trees. The Survey and Chart shall be signed and sealed by either a Florida State Licensed Landscape Architect or an Arborist certified by the International Society of Arboriculture (ISA) to ensure accurate information is included for submittal of Zoning applications. [1/2021]

3.C.1.A Vegetation Survey Alternatives

Alternatively, the DRO may allow the surveyed vegetation be identified and consolidated on a Zoning Plan (Site or Subdivision) with the Vegetation Disposition Chart instead of submitting a separate Vegetation Survey, if the quantity of existing vegetation is de Minimis, and can be clearly shown on the Site or Subdivision Plan. [3/2020]

3.C.1.B Prior Approved Landscape Plan(s)

When a property has a previously approved Landscape Plan, and the Applicant is proposing a new request to modify the approved Site/Subdivision Plan, the DRO may allow the Applicant to submit a revised Landscape Plan, and not a Vegetation Survey with a Vegetation Disposition Chart, and shall amend the Landscape Plan to show the proposed revisions. [3/2020]

3.C.2 Vegetation Disposition Chart

The Disposition Chart is prepared based on the information from a Vegetation Survey. The Disposition Chart shall include the following information for each existing native or non-prohibited Tree, Pine or Palm:

- A.** Tag # - Assign a number to each tree, palm or pine;
- B.** Species – common or botanical name;
- C.** Size
 - 1.** Trees and Pines shall be measured using Diameter at Breast Height (DBH) in inches (DBH is measured at 4.5 feet above grade); and,
 - 2.** Palms shall be measured by height of trunk in feet, either Clear Trunk or Grey wood depends on the species of the palm.
- D.** ERM Vegetation – that are under the jurisdiction of ERM pursuant to Art. 14.C, Vegetation Preservation and Protection;
- E.** Zoning Vegetation – that are under the jurisdiction of Zoning pursuant to Art. 7.E, Existing Native Vegetation, Prohibited, and Controlled Plant Species;
- F.** Disposition
 - 1.** Preserve (could be ERM and/or Zoning Trees. Credit for preservation is calculated using ULDC Table 7.E.3.C, Vegetation Credit and Replacement);
 - 2.** Relocate on site (Vegetation to remain but to be relocated within site, could be ERM and/or Zoning Trees);
 - 3.** Relocate off site (Vegetation to be relocated to a site designated by ERM, could be ERM Vegetation);
 - 4.** Mitigate on site (ERM Vegetation. Vegetation is to be removed and Vegetation is mitigated on the site using ULDC Table 7.E.3.C, Vegetation Credit and Replacement);
 - 5.** Mitigate off-site (ERM Vegetation. Vegetation are to be removed and Vegetation are mitigated off site using ULDC Table 7.E.3.C, Vegetation Credit and Replacement. ERM must designate a location for the off-site mitigated Vegetation);
 - 6.** Replace on site (Zoning Vegetation. Vegetation is to be removed and is replaced on the site using ULDC Table 7.E.3.C, Vegetation Credit and Replacement).

Table 3.C.2 - Example of Vegetation Disposition Chart

Tag#	Species	Size *	ERM	Zoning	Proposed Disposition	ERM Mitigation	Zoning Replacement	Credit	Notes
						Calculated per Table 7.E.3.C – Vegetation Credit and Replacement			
1	Live Oak	6"	Yes	NA	Preserve	NA	NA		Tree barricade (See Landscape Note 6)
2	Royal Palm	12'	NA	Yes	Relocate on-site	NA	1 palm		Area TBD at Final DRO
3	Sabal Palm	16'	Yes	NA	Relocate on-site	NA	NA		Area TBD at Final DRO
4	Pine	4"	Yes	NA	Mitigate on-site	2 trees	NA		Mitigated with different species
5	Pine	6"	Yes	NA	Mitigate on-site	3 trees	NA		Mitigated with different species
6	Pine	8"	Yes	NA	Mitigated on-site	3 trees	NA		Mitigated with different species
Notes:									
*	Canopy Tree or Pine – Use DBH Palms - use clear trunk or grey wood depends on species								

3.C.3 Vegetation Calculation

The Applicant shall use the following table to demonstrate the quantity of Vegetation by listing the applicable items. This Table only applies to those sites where existing vegetation are subject to preservation. [3/2020]

Table 3.C.3 - Vegetation Calculation (Example)

	Requirements	Quantity
a	Total existing Vegetation on Site (surveyed and tagged)	100
b	Total existing Vegetation to be preserved and remained in their original location	25
c	Total existing Vegetation to be relocated on site	38
d	Total existing Vegetation to be mitigated	37
e	Total mitigated Vegetation to be replaced per Table 7.E.3.C – Vegetation Credit and Replacement	56
f	Total proposed Vegetation required by Art.7 (e.g. Perimeter buffers and Interior Landscaping)	45
g	Total No. of Vegetation to be preserved/relocated/mitigated and Art.7. (= b+c+e+f)	164

3.C.4 Vegetation Tagging

- A.** All Vegetation shall be tagged using either a plastic ribbon tying around the trunk or a tag that is attached to the trunk. The numbers shown on each tag shall correspond to the number identified on the Vegetation Disposition Tabular and/or Vegetation Survey.
- B.** Prior to site clearing and tree removal, Vegetation to be preserved, mitigated, relocated on-site, relocated off-site or removed shall be identified using different color plastic ribbon or tag.
- C.** For sites with clear access to Vegetation to be preserved, Staff will accept plastic ribbon fixed to survey stakes to delineate larger groupings of Vegetation to be preserved. This is usually performed by the environmental consultant or landscape architect. [3/2020]

3.C.5 Vegetation Barricades

- A. Vegetation to be preserved shall be barricaded with a 3-foot high plastic mesh (orange OSHA) supported by 5-foot long rebar or 2" x 2" wood stakes or equivalent. **[3/2020]**
- B. Vegetation to be preserved at a lower final grade may be protected with a 24-inch high silt fence around the preserve area or Vegetation with the addition of the 3-foot high plastic mesh, if needed.
- C. If hand clearing is necessary within the preserve area or under the Vegetation canopy, Vegetation to be preserved can initially be delineated by plastic ribbon affixed to survey stakes (to avoid putting up and taking down fencing) and then protected with either plastic mesh and/or the silt fence.
- D. Vegetation to be relocated can usually be delineated by plastic ribbon affixed to survey stakes unless their relocation is delayed due to root pruning. If root pruning is required, the Vegetation shall be protected with either plastic mesh and/or silt fence. **[3/2020]**

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