



330 Town Center Ave
 Suwanee, GA 30024
 Phone 770-945-8996 Fax 770-945-2792

Landscaping Plan Submittal Checklist

Project:

Project Location:

Design Professional Name and Email Address:

1. _____ **Provide landscape/tree protection/replacement/buffer plan.**
 Show Density Factor A nalysis. If trees are pro posed to be saved, clearly delineate on plans. Show complete exiting and repla cement tree inventory and density calculations. Separate into existing trees and replacem ent trees the foll owing: species nam e, comm on nam e, number, caliper, d ensity factor units. Existing Dens ity Factor(E DF) plus Replacem ent Density Factor(RDF) must equal or exceed the Site Density Factor (SDF). The following example is the preferred format for showing the required information and calculations.

Example:

Replacement Denisty Factor – Replacement trees being provided					
Species Comm	on	Number Caliper	or	Density Fact or	Total DFU’s
	Name		Gallons	Units*	
Quercus nigra	Water Oak	20	2”	0.5	10.0
Zelkova serrata	Japanese Zelkova	12	2”	0.5	6.0
Total Replacement Density Factor (RDF)					16.0

*See [Table 1700.3](#) for Conversion of Replacement Tree Caliper to Density Factor Units.

Existing Denisty Factor – Trees being preserved					
Species Comm	on	Number Caliper	or	Density Fact or	Total DFU’s
	Name		Gallons	Units*	
Acer barbatum	Florida Maple	8	13”	0.9	7.2
Nyssa sylvatica	Black Gum	6	6”	0.2	1.2
Total Existing Density Factor (EDF)					8.4

*See [Table 1700.2](#) for Conversion of Tree Diameters (DBH) to Density Factor Units

Site Density Factor (SDF) is equal to 20 Tree D ensity Units per acre. In this example a 1.25 acre site would require **1.2 acres times 20 TDU’s = 24.0 TDU’s. The RDF added to the EDF must exceed the SDF.** In this example: 16.0(RDF) + 8.4(EDF) = 24.4. Sites must demonstrate compliance with 20 TDU’s per acre. This site woul d meet the requirement. (See [Section 1704.6](#) of the City of Suwanee Zoning Ordinance for a complete explanation of the Density Factor Analysis.)

Landscape Strip Requirements (Section 1703.2)

2. _____ Provide a 15' landscape strip adjacent to _____. (Section 1703.1.1)
3. _____ Provide one overstory tree with an anticipated canopy of 900 sq. ft. every 30 feet or one overstory tree with an anticipated canopy of 1,600 sq. ft. every 40 feet and one shrub per 25' of length of 15' landscape strip. Provide calculations on plans. (Section 1703.2)
4. _____ Provide a 5' landscape strip on sides and rear of property. (Sec. 1703.2)
5. _____ Provide one tree and one shrub per 50' of length of 5' landscape strip. Provide calculations. (Sec. 1703.2.2)

Parking Lot Requirements (Section 1703.3)

6. _____ Double Rows Parking: Provide 400 square foot planter islands at the terminus of each double row of parking. Each planter island shall contain 2 trees. (Sec 1703.3)
7. _____ Double Row Parking: Connect planter islands with a 6' wide landscape strip. Provide one tree every 30 to 40 feet depending upon anticipated canopy size (see section 1704.7.3). Provide parking lot trees.
8. _____ Single Row Parking: Provide 200 square foot planter islands at the terminus of each single row of parking and at least every 7 spaces. Each planter island shall contain 1 tree. (Section 1703.3.2)
9. _____ All trees planted to meet parking lot requirements shall be a minimum 3" caliper canopy trees with an anticipated canopy of at least 900 square feet. (Section 1703.3.2)
10. _____ All off-street parking lots shall be concealed from public view by a minimum three-foot high hedgerow. Hedges shall form a solid continuous visual screen immediately and shall consist of two staggered rows of shrubs spaced a maximum of 2 feet on center. Hedge plantings shall be comprised of species off the approved Hedgerow list. (Section 1703.3.G)

Specimen Tree and Tree Save Area Requirements (Section 1704.9)

11. _____ Provide list of specimen trees to be removed. If trees are being removed, please indicate their location and size on plan. Please indicate size, number, and species used to replace specimen trees.
12. _____ The replacement density units provided must be double the density value of the tree removed. (Section 1704.9.3)
13. _____ For specimen trees please provide tree protection fencing around 1.5 times the critical root zone. (Article III)
14. _____ Provide tree protection fencing around all tree save areas. (Sec. 1704.7.4)

15. _____ Provide silt fence along the uphill side of all tree save areas.

General Landscape requirements.

16. _____ Specify treatment of remaining ground area. The area should be sodded, seeded or hydroseeded with grass, and/or planted with ground cover species and/or provided with other landscaping material. (Section 1703.3.C)

17. _____ Provide a _____ foot natural, undisturbed buffer adjacent to _____. (Varies Depending zoning of Subject Property and the zoning of the surrounding properties) (Section 1702.2)

18. _____ Structures to be a minimum of 5' off of buffer. Show the 5' structure setback off of buffer.

19. _____ Provide details of buffer showing existing tree line and replanting where sparsely vegetated. (Section 1702)

20. _____ Provide additional planting to screen this development from residentially zoned property across the street. (Section 1702)

21. _____ Provide complete plant list, giving botanical names, common names, and sizes (This is for the landscaping aside from trees).

22. _____ Provide a total NUMBER of non buffer trees to be planted. Provide a total number of trees planted within required buffers. Provide a total number of trees preserved outside of the required buffers.

23. _____ No more than 30% of all replacement trees to be planted on site may be of any one species. (Section 1704.6.4 C.)

24. _____ Provide Planting specifications on plan.

25. _____ Provide proof of warranty or post a Maintenance Bond or other acceptable surety, warranting the new trees, shrubs or landscape material for a period of no less than one (1) year. (Section 1705.2)

26. _____ Please provide tree planting detail.

27. _____ Plans stamped by a registered landscape architect.

28. _____ Show all easements.

29. _____ No more than 15% of all replacement trees may be from the limited species list. (Section 1704.6.4.C)

ADD THE FOLLOWING NOTES TO YOUR PLANS:

NOTIFY CITY OF SUWANEE INSPECTIONS DEPARTMENT 24 HOURS BEFORE THE BEGINNING OF EVERY PHASE OF CONSTRUCTION AT 770.945.8996.

NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.

ALL BUFFERS AND TREE SAVES AREAS SHALL BE CLEARLY IDENTIFIED BY FLAGGING AND/OR FENCING PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE.

TREES TO BE A MINIMUM OF 6' IN HEIGHT AT TIME OF PLANTING.

THE DENSITY REQUIREMENTS SHOWN ON THE TREE PRESERVATION/ REPLACEMENT PLAN(S) MUST BE VERIFIED PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY OR ACCEPTANCE OF THE PROJECT.

A MAINTENANCE INSPECTION OF TREES WILL BE PERFORMED AFTER ONE FULL GROWING SEASON FROM THE DATE OF THE FINAL CONSTRUCTION INSPECTION. PROJECT OWNERS AT THE TIME OF THE MAINTENANCE INSPECTION ARE RESPONSIBLE FOR ORDINANCE COMPLIANCE.

ALL TREE PROTECTION DEVICES MUST BE INSTALLED AND INSPECTED PRIOR TO ANY CLEARING, GRUBBING OR GRADING. CALL THE CITY INSPECTOR FOR AN INSPECTION.

Call Daniel Robinson at 770-904-3381 if you have any questions.