



CITY OF BETHLEHEM

Public Works – Urban Forestry

Landscape Plan Requirements

All Landscape Plan submissions shall contain the following information. Any submission brought to the Bureau of Urban Forestry with missing or incomplete plans may be rejected and not reviewed until all necessary information is provided. Not all items listed would necessarily apply to all projects.

The following checklist is provided to assist the design professional in developing a complete landscape set in an attempt to expedite the review process. All final Landscape Plans submitted for review are to have a copy of the checklist signed by the preparer. Submittals which do not conform to this requirement shall be returned without comments, review, or approval.

Landscape Plan Requirements

Include on the landscape plan

- Number of parking spaces
- Overall amount of off-street parking, driveway, and loading areas in square feet
- Frontage landscaping
- Foundation landscaping
- Perimeter landscaping (buffer yards, screening)
- Interior landscaping

General Information (Site and grading plans)

- North arrow
- Scale: 1"=20'
- Property lines with dimensions
- All existing and proposed easements and rights of way
- Name, address, and telephone numbers of developers, architects, surveyors, engineers, owners, and landscape architects.
- Name, phone number, and affiliation of plan preparer
- Zoning district of surrounding properties if different from development subject property (including properties that may be located across a street or other right of way from the subject property)
- Dimensions and square footage of the development area (if different from total acreage of subject property)
- Elevation drawings for trees and shrubs

Construction Information

- Location of all driveways, parking areas, sidewalks, structures, utilities, or other features, both existing and proposed, affecting the landscaping of the site to include:
 - Location of all buildings with square footage of ground floor
 - Location and dimensions of off-street parking, driveway, and loading areas
 - Irrigation systems
 - Utility fixtures
 - ✓ Light and power poles
 - ✓ Location and voltage of primary and secondary overhead electric utilities and configuration
 - ✓ Padmount fixtures
 - ✓ Underground electric, communications, etc
 - Sidewalk width
 - Parkway or tree lawn width
 - Tree well size
 - Location, size, and species of existing trees over three (3) inches in caliper (on existing conditions/grading plan). Label those to be removed and those to be preserved.
 - Location and dimensions of existing woodlands, wetlands, shrub borders, etc. within and adjacent to subject property.
 - Location, DBH, and species of neighboring landscape trees and vegetation along the property lines that may be impacted by construction activity.

- Amount of total off street parking and loading in square feet and intended surface treatments along with the total amount in square feet of interior landscaping in peninsulas and islands

Landscaping details

- Perimeter and interior areas
 - Locations
 - Dimensions
 - Treatments of
 - Tree planting detail
 - Shrub planting detail
 - Bio-barrier root barrier detail for street trees
 - Tree protection detail

Schedule of all new plants proposed for landscaping

- Key
- Quantity
- Size (caliper, height, form, etc.) Specify branching height for street trees.
- Condition (bare root, balled in burlap, container)
- Common name of plant material
- Botanical names of plant material (Genus, species, cultivar or variety)

Schedule of proposed street trees

- Key
- Quantity
- Size (caliper, height)
- Balled in burlap
- Common names of street trees
- Botanical names of street trees
- Special remarks regarding form, branching height, etc.
- Specify whether the tree indicated is being counted as a small, medium or large tree

Consult the Street Tree Selection and Care Guide for the City of Bethlehem

Compliance chart

- Include section
- State the requirement
- Calculations required/provided
- Indicate compliance
- Indicate what plant material corresponds with each requirement (i.e.-plant material counted as satisfying a buffer requirement cannot be counted towards parking lot landscape requirements)

Tree Protection

- Tree protection measures are required for existing trees to be preserved
- The tree protection measures must be incorporated into the site plan(s) and/or grading plan(s).
- Indicate accurate location, size, and species of existing trees 3" or more in caliper
- Indicate existing trees to remain over three (3) inches in caliper and measures to be taken to protect these trees
- Indicate the boundaries of the tree protection barricade around the tree(s) to be preserved. Trees may be barricaded in groups, if appropriate. Show the distance from the tree trunk to the barricade and/or any proposed structure of other disturbance (such as grading limits, utilities, trenches, back of curb, sidewalk, or walls).
- Label the tree protection barricades and indicate that they will meet or exceed the industry standard
- Show the location of signage indicating the tree protection zone
- Indicate grade changes, location of any existing or proposed structures, sediment basins, drainage pipes, underground utility lines, paved areas, and any other land disturbing activity.

Notes

Include the following notes on the site or grading plan in addition to the landscape plan when applicable:

1. No soil disturbance or compaction, construction materials, traffic, burial pits, trenching or other land disturbance is allowed in the tree protection zone unless indicated on the plan.
2. Barricades must be installed prior to any destruction and/or construction activity.
3. The root protection zone shall be the area encompassed by a circle with a radius extending 1.25 ft. from the trunk of the tree for every inch DBH (diameter at breast height) of the tree.
4. Violations of tree protection requirements are subject to penalty per City ordinance
5. All trees on public property are protected by ordinance: no pruning, root pruning of roots over one inch in diameter, and/or tree removal is to be performed without a permit and work must be performed by a City licensed tree contractor.
6. All plant materials are to conform to the American Standard for Nursery Stock, Latest Edition, American Nursery and Landscape Association.
7. Street and parking lot trees shall be a minimum of 14' in height and have a single straight trunk with the first lateral branch at 7' above the root ball. Trees with an upright branching habit, such as zelkova, may have the first lateral branch at 6' above the root ball.
8. All landscaping shall conform to the current edition of the Arboricultural Specifications and Standards of Practice of the City of Bethlehem.

PREPARED BY:

Name _____

Title _____

Company _____

Phone _____

E-mail _____

Signature _____