



**This information is to be filled out by the Applicant:**

Project Name: \_\_\_\_\_ Address: \_\_\_\_\_

Professional Engineer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Registered Landscape Architect: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**This information is to be filled out by the Reviewer:**

H: \_\_\_\_\_ CPHG: \_\_\_\_\_ KIVA: \_\_\_\_\_

Hillside Reviewer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Landscape Reviewer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The purpose of this checklist is to clearly outline the requirements of the applicable sections of the code and to offer a comprehensive review of the Hillside/Grading and Drainage (G&D) Plans to be approved by the City of Phoenix. The source of requirements for the Hillside/Grading and Drainage Plans is the City of Phoenix Zoning Ordinance (ZO) Chapters 5, 7, the specific zoning district of the lot, Subdivision Ordinance (City Code) Chapter 32-32 and City of Phoenix Supplement to Maricopa Association of Governments Uniform Standard Specifications. There are several subdivisions in the City of Phoenix that have allowances and/or restrictions specific to that subdivision and/or lot. The approved Slope Analysis, Site Plan, Plat, and Grading and Drainage Plan for the subdivision will define these specific lot allowances/restrictions. IF there is a conflict, the more restrictive rule is applied.

This checklist serves to minimize redline comments on the submitted plans and to maintain consistency among plan reviewers on plans for Hillside. Plan approval and issuing permits depend on compliance with the comments made on the submitted plans and this checklist. The Professional Engineer and Registered Landscape Architect shall satisfy themselves of the completeness and accuracy of the design. Although multiple disciplines are involved in the design of this submittal, the Hillside/Grading and Drainage Plan is to be reviewed and approved as one plan set, which includes an Inventory/Salvage Plan (if applicable), a Revegetation Plan and retaining wall information (if applicable). The Inventory/Salvage and Revegetation information begins on Page 7. This Checklist is intended to be utilized concurrently with the Grading and Drainage Checklist reviewed by the Civil section.

Plan review correction cycles and/or approvals are valid for one year. Additional review fees (see Fee Schedule – Phoenix City Code, Chapter 9, Appendix A.2) shall be charged for extensions/reinstatements to update expired plan reviews. A completed checklist must be included with the Hillside plans when submitted for first review. Discussion of redline comments on plans or this checklist should be directed to the plan reviewer listed above.

For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.

### SUBMITTAL INSTRUCTIONS

- Prior to submitting the Hillside/Grading and Drainage Plan, contact the Hillside Team ([pdd.hillside@phoenix.gov](mailto:pdd.hillside@phoenix.gov)) for development standards on the property. Full research will be conducted on the property to inform the applicant of all requirements on the site and next steps. If after receiving the information through email, an in-person meeting is requested, please contact the Hillside Team through email ([pdd.hillside@phoenix.gov](mailto:pdd.hillside@phoenix.gov)) to schedule an appointment. All hillside research is saved in a database for consistency and accuracy.
- A [Hillside Fact Finding](#) is optional to submit conceptual Hillside/Grading and Drainage Plans for Hillside and Civil review prior to submitting the formal Hillside/Grading and Drainage submittal. No approvals or permits will be issued during the Fact-Finding process. Please submit the application and associated plans to [Projectdox](#).
- Hillside/Grading and Drainage Plan sheets shall be submitted as a Civil submittal to [Projectdox](#). Questions regarding the EPR process can be forwarded to EPR Support: 602-534-5933 or [epr.support@phoenix.gov](mailto:epr.support@phoenix.gov)
- If submitting paper copies, submit (5) sets of Hillside/Grading and Drainage Plans to Payments and Submittals staff. Visit the [Appointment Scheduling](#) page. Please note: Hillside Appointments with the Site Planning counter cannot be made with the online appointment scheduling tool. Please email [pdd.hillside@phoenix.gov](mailto:pdd.hillside@phoenix.gov) to request an appointment with the Hillside Team.

### GENERAL REQUIREMENTS

- Orientation of each plan sheet shall be shown by a north arrow (up or to the right) and a scale of the drawing in the lower right-hand corner. Provide a graphic and written scale. Scale shall be thirty (30) scale maximum.
- Original plan sheets shall be sufficiently clear to allow legible prints to be reproduced digitally. The size of lettering and symbols shall be one-eighth inch (1/8") twelve (12) point minimum.
- Each sheet shall be numbered consecutively with total number of sheets in the lower right-hand corner. The Hillside/Grading and Drainage Plan is one set including Inventory/Salvage (if applicable), Revegetation and Retaining Wall information.
- Show all streets, curbs, sidewalks and headers. Streets shall be identified by name. Dimension and label all Right-Of-Way and easements.
- Minimum of two-foot (2') contour lines for slopes between ten and fifteen percent (10-15%) and five-foot (5') intervals for slopes greater than fifteen percent (15%).
- Ten percent (10%) average slope line across the site (if applicable). Please use slope lines from final approved plans if available (e.g. slope analysis, site plan, grading and drainage plan).
- Provide locations of and label the residence, driveways, garages, covered/uncovered patios, walls, pools and all other accessory structures and amenities.
- Clearly outline the edge of roofline to delineate Under Roof coverage (e.g. house, overhangs, garages, covered patios). Shade Under Roof areas if necessary.
- Clearly outline the Beyond Roof disturbance (proposed disturbance area). Label disturbed areas outside the roofline. Disturbed hillside areas should be designed with irrigation to prevent erosion and establish plant material of similar type, size, coloration and amount as the context area when mature.
  - Hillside Disturbance: Any cleared, scarred or graded area on a hillside lot that has been altered from the natural desert prior to City annexation or 1972. Any building, structure, driveway, yards, pool/spa, planters, turf, walkways, walls, uncovered patios, cut/fills etc. and any non-graded areas which has any type of proposed or existing vegetation removal, is considered disturbance. Per ZO Section 710, the area occupied and enclosed by fences or walls is considered graded area.

- Clearly indicate any revegetation area (if applicable). This includes area disturbed during construction with the intent to revegetate with native desert plants and chemically treated cut slopes to match adjacent surrounding undisturbed area.
  - Revegetation: On hillside lots, revegetation and landscaping are used synonymously. Any Revegetation Areas (inside the Limits of Disturbance/ Construction Fence Locations) need to meet the requirements of City Code Chapter 32-32, ZO Section 507 Tab A and ZO Section 710 and needs to be clearly shown on the Hillside Revegetation Plan and match the Hillside G&D Plans. Plant species used in Revegetation areas must be from the [Sonoran Desert Plant List](#) AND also naturally occurring in the surrounding Hillside area.
- Clearly indicate the protection/construction fencing and provide symbol in the legend. Provide a construction fence detail. Minimum fence requirement is two (2) strands of gold rope on T-Bar posts. Posts are to be placed thirty feet (30') on center and at angle points.
- Clearly designate undisturbed areas beyond the construction fence.
- Dimension and label all setbacks per the zoning district and/or the Hillside Ordinance, whichever is greater. Side yard setbacks for hillside lots are "as required by zoning district or ten feet whichever is greater". (ZO Section 710.C.2.Table 1)
  - Building setback projections are not allowed on hillside lots.
  - Accessory structures per ZO [Section 710](#) and ZO [Section 706](#).
- Provide zoning stipulations, zoning case information, grading waiver decisions, variance documentation, and use permits (if applicable) with the plan submittal.

**COVER SHEET REQUIREMENTS**

- Provide a project title block with a name and address of the project.
- Provide a vicinity map and sheet layout, properly oriented with north up or to the right.
- Provide a key map and sheet index if there are more than one (1) plan sheets.
- Provide the Owner's name, address, telephone number, and e-mail.
- Provide the Professional Engineer's name, address, telephone number, and e-mail.
- Provide the Registered Landscape Architect's name, address, telephone number and e-mail.
- Each sheet shall be signed, dated, and sealed by an Arizona Registered Civil Professional Engineer. See Inventory/Salvage and Revegetation sections for seal requirements specific to Landscape Architecture.
- Provide the following information in the lower right-hand corner of each sheet:
  - Consecutive numbers and total number of sheets
  - Hillside # H \_\_\_\_\_
  - The appropriate processing numbers including:
    - KIVA# \_\_\_\_\_
    - SDEV# \_\_\_\_\_
    - CPHG# \_\_\_\_\_
    - City Quarter Section # \_\_\_\_\_
  - Current Zoning \_\_\_\_\_
  - Zoning Case Number(s): Z/ZA \_\_\_\_\_, if applicable
  - Zoning Stipulations and/or Variance info \_\_\_\_\_, if applicable
  - Regulatory Overlay District(s): \_\_\_\_\_, if applicable
- Indicate on the plan if there is an approved Subdivision Site Plan, G&D Plan, and/or Plat Plan that specifies allowances/restrictions. Subdivision name and project numbers: \_\_\_\_\_

**HILLSIDE CALCULATIONS AND DISTURBANCE REQUIREMENTS**

- If the lot has pre-1972 disturbance, this can be considered part of the “allowed” disturbance area. Include an exhibit outlining the pre-1972 disturbance with historical aerial and topography with the plan submittal and clearly outline the pre-1972 disturbance area on all plans. Historic aerial photographs are available for purchase at Central Records on the 7<sup>th</sup> Floor of City Hall: [central.records@phoenix.gov](mailto:central.records@phoenix.gov).
- The panhandle portion of a hillside lot will not contribute to hillside grading area calculations if used solely for ingress/egress to a residence. The driveway within the panhandle, retaining walls required to build the driveway and a revegetated utility corridor directly adjacent to the driveway will be allowed and not included as disturbed area. Additional disturbance within the hillside panhandle portion of the lot will contribute to hillside grading area calculations. (City Code Chapter 32-32.C.3.m)
- Disturbed areas outside of public right-of-way or private access ways, which are designated as slope easements for adjacent road construction, will not contribute to hillside grading area calculations if re-vegetated. (City Code Chapter 32-32.C.3.o).
- Show all utility connections (e.g. sewer, water, electrical, etc.). It is recommended to place utilities in disturbance areas, such as driveways or walks. Otherwise, the placement of the utilities must be added to the allowed total disturbance area. (City Code Chapter 32-32.C.4)
- Total area of grading for lots may be based on standards of an 18,000 square foot lot for lots subdivided prior to 1972; or any lots annexed into the City that contain less than 18,000 square feet. (City Code Chapter 32-32.C.5.b.(ii))
- The Department Landscape Architect may approve an additional 5% of grading subject to revegetation with desert vegetation and chemical treatment of all exposed cut and fill scars to blend with natural terrain. The 5% Revegetation credit is only given to single-family residential lots designated with conventional, standard and average lot options or single-family residential lots in PAD’s and PRD’s with site plan approval prior to 2004. (City Code Chapter 32-32.Table 1)
- The area occupied by fences or walls located within a hillside development shall be considered graded area. (ZO Section 710.C.4)
- A minimum of 5 feet beyond a building wall or permanent fence should be considered as disturbed area and contribute to hillside grading area calculations unless it can be demonstrated that the wall can be constructed from one side. (P) (ZO Section 507 Tab A.II.A.9.2)

**NOTE: PLACE THE FOLLOWING HILLSIDE CALCULATIONS ON THE COVER SHEET AS SHOWN BELOW.**

- Total Lot Area (Net): \_\_\_\_\_ SF
- Hillside Area: \_\_\_\_\_ SF
- Allowed Coverage Under Roof: \_\_\_\_\_ SF ( \_\_\_\_\_ %)
- Proposed Coverage Under Roof: \_\_\_\_\_ SF ( \_\_\_\_\_ %)
- Pre-1972 Disturbance (if applicable): \_\_\_\_\_ SF ( \_\_\_\_\_ %)
- Allowed Total Area of Disturbance: \_\_\_\_\_ SF ( \_\_\_\_\_ %)
- Proposed Total Area of Disturbance: \_\_\_\_\_ SF ( \_\_\_\_\_ %)
- Allowed Total Revegetation Area: \_\_\_\_\_ SF
- Proposed Total Revegetation Area: \_\_\_\_\_ SF

**HILLSIDE NOTES**

**NOTE: PLACE THE FOLLOWING CITY NOTES FROM THIS CHECKLIST ON THE COVER SHEET UNDER THE TITLE, 'CITY OF PHOENIX GENERAL HILLSIDE NOTES'.**

1. The City of Phoenix General Notes are the only notes approved on this plan. Additional general notes generated by the sealant and placed on the plans are not approved as part of this plan and are noted as such on the plans.
2. The gradable area shall be delineated during construction with construction fencing to maintain the "Undisturbed Areas" in their natural condition. This fence must be in place before any grading takes place and maintained throughout construction. If a fence is not installed as shown on the approved G&D plan or missing, the project will be red-tagged until the fence is re-installed and approved. Call 602-262-7811 to schedule this inspection with the General Inspector.
3. File Notice of Intent (NOI) to clear land with the State of Arizona, 602-542-6408. Provide a copy of the NOI Permit to the inspector. <http://www.azda.gov/ESD/clearland.pdf>
4. Graded areas which are to be revegetated as desert will be restored to blend with the surrounding natural desert by the planting of native desert plant material including trees and shrubs.
5. Provide a copy of the County Dust Control Permit to the inspector.
6. **INSPECTION: ALL HILLSIDE LOTS WILL BE INSPECTED BY THE P&D SITE INSPECTOR FOR COMPLIANCE WITH THE HILLSIDE ORDINANCE, WITH LANDSCAPE REVEGETATION AND COLORIZATION OF CUT AREAS PRIOR TO OCCUPANCY. CALL 602-262-7811.**
7. Driveway slope shall conform to City of Phoenix Supplement to Maricopa Association of Governments Standard Detail P1164.
8. Buildings in hillside areas should be sensitive to and blend with the site through the use of techniques which consider appropriate proportion and scale to minimize the size, massing, bulk and height of visible portions of the structure.
9. Exterior building, roofing, fencing colors, materials and retaining walls that are visible from adjacent property or adjacent streets should convey color, form, textures and material that blend with natural conditions within the context area.
10. Hillside development shall preserve ridgeline views and visible significant natural features such as mountain peaks.
11. The grading of a hillside lot should minimize visible cut and fill to encourage gradual topographical transitions that blend with the natural grade and reduces visual scarring.
12. Plan approval is valid for one (1) year. Prior to plan approval expiration, all associated permits shall be purchased or the plans shall be resubmitted for extension of plan approval. The expiration, extension and reinstatement of Civil plans and permits shall follow the same guidelines as those indicated in the Phoenix Building Construction Code Administrative Provisions Section 105.3 for Building permits.

**PLAN SHEET REQUIREMENTS**

- Sites shall be designed to minimize erosion. Steep slopes shall be stabilized with vegetation, rock or other measures. (R) (ZO Section 507 Tab A.II.2.6). Show and label all disturbed slopes. Areas proposed for revegetation should be planted on maximum 4:1 slopes. A 3:1 slope for revegetation may be considered if additional natural features and/or vegetation can be preserved. (P) (ZO Section 507 Tab A.II.A.3.1.8). If proposing slopes steeper than 4:1, provide stabilization methods. A Geotech report must be submitted for all slopes steeper than 3:1. If a Geotech report is completed, reference the report on the plans by providing the project number, company name, and date of report.
- All excavated material shall be removed from lots and roadways or contained behind retaining walls or landscaped so that the slopes of any fill material will not be visible from any public street or private access ways. All cut slopes shall be chemically color treated to blend with the adjacent rocks or desert. Provide note where applicable on the plan. (City Code Chapter 32-32.C.3.I)
- Indicate actual driveway slope. Maximum slope is twenty percent (20%) per City Code Chapter 32-32.C.3.p.
- Driveways should provide safe access while minimizing grading, visible cuts/fills and retaining walls. Generally, driveways in hillside areas should not exceed 12 feet in width. Additional width may be considered for curves, short driveway lengths, shared access or joint vehicular/pedestrian access. (P) (ZO Section 507 Tab A.II.A.9.1)

- Provide a minimum of two (2) cross-sections through the entire residence and lot:
  - Show natural (prior to any disturbance on the lot) and proposed grades, finished floor, roof elevations, etc.
  - Provide heights of proposed retaining walls and dimension spacing.
  - Do not average.
  - Cross-sections must be drawn through the greatest distance from natural grade to top of roof, including chimneys.
  - Dimension and label the greatest distance on the cross-sections. Label property line, easements and setbacks.
  - Sections are to be drawn to the same scale, vertically and horizontally. Scales should not be exaggerated.
  - No building shall exceed a height of two (2) stories, not to exceed thirty feet (30') above the natural grade of the lot or parcel at any section through the structure per ZO Section 710.C.2.Table 1 unless otherwise stipulated. Maximum height shall be shown perpendicular to natural grade line.

**WALLS (IF APPLICABLE)**

- Show location of all retaining walls and freestanding walls. Indicate top of wall (TW), top of retaining wall (TRW), and top of footing (TF) at all ends and corners of proposed retaining walls. Retaining walls are limited to a maximum height of six feet (6') from top of footing (TF) to top of retaining wall (TRW). Retaining walls exceeding six feet (6') will require a [Hillside Grading Waiver](#). Retaining walls must also be approved and permitted through a building safety plan review and are shown for reference and height requirements only. (City Code Chapter 32-32.C.3.t.)
- When multiple retaining walls are used, each wall shall be set back from the first wall a minimum of four feet (4') horizontally. Retaining walls over four feet (4') in height shall be set back an additional one foot (1') horizontal for every one foot (1') vertical. The area between retaining walls must be improved with hardscape or landscaping and will count as disturbance area. Show and note on the plan how the areas between retaining walls will be improved. (City Code Chapter 32-32.C.3.t.)
- Walls and fences are restricted to the allowed/stipulated disturbable area of the lot. Perimeter walls are prohibited.
- Refer to the ZO [Section 703](#) for more information on site walls.

**POOLS (IF APPLICABLE)**

- Pool shall be built prior to or in conjunction with house if no access is provided for future construction.
- Include location of proposed pool and related equipment within the proposed disturbance area. If there is an existing pool, label and show the location of the existing pool.
- Provide proposed grade of water surface level and hardscape elevation.
- Pool permits are obtained through a separate process. The Hillside/Grading and Drainage plan must be approved before the pool plan and permit can be approved. Pool disturbance area should be accounted for in the original Hillside/Grading and Drainage plan. Otherwise, a revision submittal will be required before the pool plan and permit can be approved.

**INVENTORY/SALVAGE (IF APPLICABLE)**

The Hillside, Inventory/Salvage Plan identifies and/or designates areas proposed for preservation; remain in place, salvage or removal. Existing plant material that is salvageable should be temporarily relocated in a protected nursery area and later incorporated back onto the property. Other features or plant materials may need to be protected in place and the project should be designed to incorporate them.

An Inventory/Salvage Plan is required when there are trees four inch (4") caliper or larger and **native** cacti three feet (3') or higher AND/OR **non-native** cacti six feet (6') in height or higher within ten feet (10') of the scope of work area. (ZO Section 507 Tab A.II.A.1.1.1 and ZO Section 507 Tab A.II.A.3.1.1)

The Inventory/Salvage Plan shall be no more than one sheet unless there are extenuating circumstances on the site requiring the Inventory/Salvage list to be located on a separate sheet. Do not create a separate cover sheet for the Inventory/Salvage Plan as the overall Hillside/Grading and Drainage Plan Cover Sheet should provide all required information. All of the following Inventory/Salvage requirements should be located on one sheet. A Registered Landscape Architect must seal the Inventory/Salvage Plan. (ZO Section 703.E.2)

- Show location of construction fencing protecting plants and areas to remain undisturbed and label as such. The construction fence locations should match on all plans.
  - The construction fence should be at the canopy edge or beyond to protect as much root zone as possible.
  - The construction fence can be around individual plants or groups of plants.
  
- Plant inventory should extend 10' beyond the limit of work (construction fence) defined on the Hillside/Grading and Drainage Plan. Any plants outside the overall construction fence should be protected in place.
  
- Provide the following information on the plan:
  - Symbol representing plant material and label with ID number
  - Exact location
  - Height, spread and caliper
  - Botanical and common names
  - Note plant condition
  - Inventory designation: salvageable (S) or non-salvageable (NS)
  - Intended designation: remain/protect in place (R or P), salvage (S) or destroy (D)
  
- Plants that are designated as non-salvageable that will not be affected by construction should remain in place and should be shown as remain in place on the plan.
  
- Indicate all trees and plant material to be removed and note the reason for removal; list why the plant will not survive the salvage process and/or why the plant cannot remain in place. Examples of unacceptable reasons for non-salvage designations are:
  - Species is not in the future plant palette
  - Owner does not want the existing plants
  - Cost
  - Volunteer (regardless of where a plant came from, if it meets the sizes described above, it should be included)
  
- Provide photos of plant material to be destroyed showing the condition causing the plant to be non-salvageable.
  
- Provide total numbers and percentages of preserve in place, salvageable and non-salvageable material.

| <b>Totals &amp; Percentages</b> | <b>Quantity Trees</b> | <b>Quantity Cacti</b> |
|---------------------------------|-----------------------|-----------------------|
| Remain/Protect in Place         |                       |                       |
| Salvage                         |                       |                       |
| Destroy                         |                       |                       |

- Identify features such as washes or rock formations that are to be preserved in place. Dimension these areas and provide a construction fence on the plan to show how these features will be protected during construction.
- The location of the salvaged plant nursery, temporary irrigation etc. shall not be located in undisturbed areas. The nursery should be located within the disturbance limits outlined by the construction fence.
  - Temporary Irrigation: Temporary irrigation for the areas OUTSIDE the approved disturbance areas for revegetation/restoration areas, is to be provided to all supplemented plants and cacti for a minimum of 2 years to establish these plantings. Following the 2-year establishment period, the irrigation frequency may be slowly tapered back to wean the revegetation plantings from the supplemental irrigation provided for establishment. Provide locations, specifications, and details for both permanent and temporary systems on the plans.
- Show the location of the salvaged plant nursery (if applicable) and the following information:
  - Temporary irrigation system including verified point of connection.
  - Fencing and signage
  - Size of yard and layout
- Salvaged cacti do not require supplemental irrigation in the temporary salvage nursery during the on-site storage/construction period (hand water is required). However, if any cacti are lost during construction, they must be replaced in like kind and size. Maintain the same solar orientation of the salvaged cacti in the temporary salvage nursery and when replanted. Provide a strategy (by season) for all other salvaged plant material(s) in the temporary salvage nursery that are to be automatically drip irrigated during the on-site storage/construction.
- If there is an existing irrigation system within the scope of work shown on the salvage plan, identify how the existing plant materials that are to remain in place will be watered during construction.
- Identify the time of year the salvage process will occur with a note on the plan. NOTE: Different plant species have different times of year that are optimal for salvaging. The majority of the plants located in Phoenix have a greater chance of survival when salvaged during mild weather conditions.

#### **INVENTORY/SALVAGE NOTES**

**NOTE: PLACE THE FOLLOWING CITY NOTES FROM THIS CHECKLIST ON THE HILLSIDE, INVENTORY/SALVAGE PLAN UNDER THE TITLE, 'CITY OF PHOENIX GENERAL HILLSIDE, INVENTORY/SALVAGE NOTES'.**

1. The City of Phoenix General Notes are the only notes approved on this plan. Additional general notes generated by the sealant and placed on the plans are not approved as part of this plan and are noted as such on the plans.
2. The design on these plans is only approved by the City in scope and not in detail. Construction quantities on these plans are not verified by the City. Approval of these plans are for permit purposes only and shall not prevent the City from requiring correction of errors in the plans where such errors are subsequently found to be in violation of any law, ordinance, health, safety or other design issues.
3. Plant materials must be individually tagged in the field at the time the Hillside, Inventory/Salvage Plans are submitted. Tagged material must be clearly marked with waterproof ink and include the number which corresponds to the number shown on the plan.
4. Tags must be attached so that they will remain on the plant for the duration of the salvage and nursery storage period.
5. All salvageable material is to be clearly flagged with tape or plastic tags visible from all directions. Tags shall be numbered to correspond with the plant inventory plan and legend.  
Color code as follows:
  - Red – Salvage and relocate.
  - White – Preserve and protect in place.
  - Blue – Destroy, not salvageable and cannot remain in place.
6. All protective fencing shall be in place before any earth moving equipment is moved onto the site and before any salvage, clearing or grubbing takes place. Call 602-262-7811 to schedule an inspection of the construction fence.



7. All material to be salvaged shall be removed and placed in the designated nursery area before any clearing or grading takes place. Call 602-262-7811 to schedule an inspection after salvage is completed.
8. No nails, wires or other objects that damage the cambium or cause injury to the plant may be used during the salvage process. All efforts shall be taken by using padding or other methods to preserve the integrity of the plant.
9. File Notice of Intent (NOI) to clear land with the State of Arizona, 602-542-6408. Provide a copy of the [NOI permit](#) to the Inspector.

### REVEGETATION

The Hillside, Revegetation Plan identifies areas of revegetation and indicates the types of plants proposed for the property. Do not create a separate cover sheet for the Revegetation Plan as the overall Hillside/Grading and Drainage Plan Cover Sheet should provide all required information. A Registered Landscape Architect must seal the Revegetation Plan. (ZO Section 703.E.2)

- The Hillside Revegetation Plan should be provided as one separate and single sheet within the Hillside/Grading and Drainage Plan set. The Hillside Revegetation Plan should be no more than one sheet unless there are unique circumstances for the lot to be shown on multiple sheets. Do not create a separate cover sheet for the Hillside Revegetation Plan.
- The Hillside Revegetation Plan is required to be sealed by the Landscape Architect registered in the State of Arizona (ZO Section 703.E.2).
- The limits of construction on all plans must match. The Revegetation Area must be shown on all plans and called out as such.
- Provide a plant materials list that includes the following:
  - Symbol
  - Plant name (botanical and common)
  - Caliper size (required)
  - Size (mature height and width (H x W) and box size or gallon size)
  - Quantity
- Show all existing trees, cacti and shrubs on the plan. If a Hillside, Inventory/Salvage Plan was completed, identify all salvaged landscape materials and remain in place materials on the Hillside, Revegetation Plan. Please use the corresponding tag numbers. Salvaged plant material is to be utilized on site. Show the salvaged plants in their new/proposed locations. If there are no existing plant materials on site, please note on the plans: "There are no existing plant materials on the site." Provide photos if necessary showing this condition with the plan submittal.
- Plant species used in Revegetation areas must be from the [Sonoran Desert Plant List](#) and must be representative of the surrounding natural vegetation.
- Use of turf and plants that are not on the [Sonoran Desert Plant List](#) are limited to disturbed areas that are not visible from the street or surrounding properties.
- Fifty percent (50%) live coverage at maturity in all Revegetation areas (i.e. trees, shrubs and groundcover). (ZO Section 507 Tab A.II.A.3.1.14)
- Applied dust control products (i.e. decomposed granite) are to be installed a minimum of two inches (2") thick in all landscape areas. Decomposed granite size should be ¼" to ¾" per ZO Section 202 and City of Phoenix Supplement to MAG Standards Section 430. Decomposed granite materials should be of matching size and color to the existing surrounding areas.
- Boulders are not allowed in the public right-of-way.
- Provide a tree and shrub planting detail per City of Phoenix Supplement to MAG Standards 430.10.1.

**REVEGETATION NOTES**

**NOTE: PLACE THE FOLLOWING CITY NOTES FROM THIS CHECKLIST ON THE HILLSIDE, REVEGETATION PLAN UNDER THE TITLE, 'CITY OF PHOENIX GENERAL HILLSIDE, REVEGETATION NOTES'.**

1. The City of Phoenix General Notes are the only notes approved on this plan. Additional general notes generated by the sealant and placed on the plans are not approved as part of this plan and are noted as such on the plans.
2. The design on these plans is only approved by the City in scope and not in detail. Construction quantities on these plans are not verified by the City. Approval of these plans are for permit purposes only and shall not prevent the City from requiring correction of errors in the plans where such errors are subsequently found to be in violation of any law, ordinance, health, safety or other design issues.
3. Plant species selected for Revegetation credit areas must be from the Sonoran Desert Plant list.
4. The surface irrigation methods provided on this plan will be installed and maintained until Revegetation plant material is established and weaned off to survive on rain fall.
5. Decomposed granite materials should be of matching size and color to the existing surrounding areas.

**SURFACE IRRIGATION PLAN**

Permanent Irrigation: Per ZO Section 507 Tab A. II. A.3.2.3 of the Zoning Ordinance – WITHIN the disturbed areas of a Hillside lot, a permanent automatic irrigation system is required to water all trees, cacti, and plants installed in accordance with the approved Revegetation/Irrigation plans. This irrigation system should be designed to minimize maintenance and water consumption, and to maximize plant health, survivability, and viability within the approved disturbance areas on the lot.

- Provide a materials list which includes the following:
  - Symbol
  - Equipment Type and Size
- Provide the locations of:
  - Water source or tap location
  - Controller
  - Valve(s)
  - Backflow Preventor(s)
- Obtain the station points from the professional engineer and place on the plans for new construction or dimension existing meters or mainline point of connection. Provide the number of stations and controller types.
- Provide the valve(s) type and size.
- Provide the backflow preventer(s) type and size.
- Show main, laterals (PVC) and pipe size.
- Propose a sleeve pipe (schedule 40) under driveways and walkways and call out size.
- Place irrigation pipe schedule on plan or indicate all pipe sizes on plan:
 

|           |         |           |         |
|-----------|---------|-----------|---------|
| Pipe Size | Gal/Min | Pipe Size | Gal/Min |
| ½"        | 0-5     | 1 ¼"      | 16-25   |
| ¾"        | 6-10    | 1 ½"      | 26-35   |
| 1"        | 11-15   |           |         |
- Show the following irrigation details on the plan:
  - Backflow Preventer
  - Pipe Depth
  - Sleeve Pipe
  - Valve
  - Screen for Irrigation Backflow Preventer
  - Bubbler or Emitter
  - Spray Head
  - Controller

**ADDITIONAL PROCEDURES (IF APPLICABLE)**

- Hillside Grading Waivers are reviewed by the City Manager's Representative and subsequent appeals are directed to the Development Advisory Board.  
  
Disturbance beyond what is allowed, overheight retaining walls and retaining wall spacing are all subject to a [Hillside Grading Waiver](#).
- Excessive building area, excessive height, setback encroachment or structures impeding ridgeline view are all items subject to a Variance Hearing through the Zoning Administrator. Contact Planning and Zoning at 602-262-7131 or [zoning@phoenix.gov](mailto:zoning@phoenix.gov).
- A [Minor Site Plan Amendment](#) is required to modify information from an approved final site plan. Contact the Site Planning Team for any additional questions on the submittal process: [pdd.siteplanning@phoenix.gov](mailto:pdd.siteplanning@phoenix.gov)
- See ZO Section 507.C.2.a for [Overcoming a Presumption](#). Work with the reviewer directly for any requests to Overcome a Presumption.
- Any permanent structures proposed within a Public Utility Easement (PUE) will require [PUE Encroachment Approval](#). Provide approvals from all utility companies on the 2<sup>nd</sup> page of this form with the submittal.
- To determine the 10% slope line or allowed density on the property, a [Slope Analysis](#) is required. This is submitted through [Projectdox](#). Questions regarding the EPR process can be forwarded to EPR Support: 602-534-5933 or [epr.support@phoenix.gov](mailto:epr.support@phoenix.gov)
- [County Dust Control Permit](#) is required.

**PLANS FOR REVISION**

- All original plan approvals, signatures, and seals are to remain on the revised plans.
- All plans revised after the original approval shall be resubmitted for review and approval. The nature of the revisions must be called out on the cover sheet and on the sheet(s) which have been revised. The revision number itself shall consist of a numeral within a triangle. Δ Changes on each plan sheet shall be highlighted with "clouding".
- All revised sheets, including the cover sheet are to be re-sealed, signed and dated.

**EXTENSIONS**

- All plans submitted for extension require a new signature block and are to be re-signed by the submitting designer. Plan extensions are to be highlighted with "clouding" as specified in the plan revision process above. The plan sealant shall note that this change is a plan extension. A new approval signature block is required to be added to the coversheet for approval of the extension. All plan extensions must have prior approval by completing the [Plan Review Extension Application](#). Provide a copy of the approved application with the plan submittal.
- Plan approvals for extension are valid for a period of one hundred eighty (180) days from the date of plan approval.