



City of Laguna Niguel
 Planning Division
 30111 Crown Valley Parkway
 Laguna Niguel, CA 92677
 949-362-4300
www.cityoflagunaniguel.org

HOA SLOPE LANDSCAPE MANAGEMENT NOTIFICATION – FORM 220

This form and filing instructions serve as notification to the City of Laguna Niguel Planning Division of proposed slope landscape management that includes tree removal and/or shrub/groundcover removal from private property due to overgrowth, plant deterioration, or in response to required maintenance by the Orange County Fire Authority (OCFA). To determine the next steps in the process, please complete the contact information and respond to the questions identified below.

HOMEOWNER ASSOCIATION'S INFORMATION	
NAME	EMAIL
ADDRESS	
PHONE NUMBER	REPRESENTATIVE'S SIGNATURE

CONTRACTOR'S INFORMATION	
NAME OF BUSINESS	CONTACT PERSON
ADDRESS	EMAIL
PHONE NUMBER	CONTRACTOR'S SIGNATURE

- Tree Removal?** Yes No
- If yes, will the tree(s) be replaced a) "like for like" (as allowable per OCFA) **or** b) replaced pursuant to LNMCM Sec. 9-1-92.3 (minimum 15-gallon tree) and identified as an approved plant in the *OCFA Plant Selection Guidelines*?
 Yes No
- Shrub/Groundcover Removal?** Yes No
- If yes, will the shrub(s)/groundcover be replaced a) "like for like" (as allowable per OCFA) **or** b) replaced pursuant to LNMCM Sec. 9-1-92.3 (shrubs 1-gallon minimum, at least 30% 5-gallon minimum; groundcover size and spacing as appropriate to accomplish complete slope coverage within 12-18 months of the date of planting) and identified as an approved plant in the *OCFA Plant Selection Guidelines*?
 Yes No

SUBMITTAL PROCESS – OPTION 1

If you responded, “yes” to Questions 2 and 4 on Page 1, please reference/demonstrate the compliant replacement and provide the following:

1. Site plan or aerial photo keyed to any submitted photo(s) indicating the location and species of each tree to be removed and/or proposed shrub/groundcover clearance. The site plan or aerial photo shall also indicate the location and species of replacement tree(s) and/or shrub(s)/groundcover. Unless there are extenuating circumstances, as approved by the Community Development Department, trees should be replaced at a 1:1 ratio.
2. Photo(s) of the landscaping to be removed or trimmed. Must be keyed to the site plan or aerial photo.
3. Completed Certification of Landscape Design Form (Page 3).

Upon receipt of these items, a Planner shall stamp and approve the submittal.

SUBMITTAL PROCESS – OPTION 2

If you responded “no” to either Question 2 or 4 on Page 1, please provide the following:

1. Plan and submittal requirements pursuant to Landscape Processing Requirements, Form 219. (A changed plan permit or a discretionary permit amendment may also be required depending on the initial entitlement for the development.)
2. A \$2,500 deposit to allow for City Landscape Consultant review.
3. Completed Financial Disclosure, Form 202.

Following submittal of these items, the application will be routed to the City Landscape Consultant for review. The City’s Landscape Consultant shall provide comments or an approval within approximately two (2) weeks of a complete application.

CERTIFICATION OF LANDSCAPE DESIGN

I hereby certify that:

(1) I am a professional appropriately licensed in the State of California to provide professional landscape design services.

(2) The landscape design and water use calculations for the property located at _____
_____ (provide street address or parcel number(s)) were prepared by me or under my supervision).

(3) The landscape design and water use calculations for the identified property comply with the requirements of the City of Laguna Niguel Water Efficient Landscaping Regulations (Municipal Code Sections 6-5-40 to 6-5-45) and the *City of Laguna Niguel Guidelines for Implementation of the Water Efficient Landscaping Regulations*.

(4) The information I have provided in this Certificate of Landscape Design is true and correct and is hereby submitted in compliance with the City of Laguna Niguel Guidelines for Implementation of the Water Efficient Landscaping Regulations.

Print Name

Date

Signature

License Number

Address

Telephone

E-mail Address

Landscape Design Professional's Stamp
(If applicable)

