

Chatham County Appearance Commission

Landscape Plan Submittal Checklist

Ver. 1.0 Feb. 2024

General Submittal Requirements

Yes	No	Requirement
		North Arrow
		Graphic Scale
		Project/Site Name
		Vicinity Map (not to scale or 500 scale or greater)
		Site Address
		Current and proposed zoning (if applicable) of each parcel
		Parcel identification numbers (PIN)
		Existing and proposed topography (5' contours at min, 2' preferred)
		Existing water course(s) and feature(s) if applicable
		Sight Distance Triangles (NCDOT SDT at minimum)
		Adjacent land use(s)
		Riparian buffer(s)
		Easements with dimensions

Overall Landscape Plan

Yes	No	Requirement
		1"=60' or 1"=100' scale
		Latest available aerial image underlay with a minimum opacity of 50%
		Plant legend/schedule to scale
		Plant labels for grouping of trees
		Required buffers with dimensions
		Typical buffer detail (to scale)
		Existing trees (grouping/treeline)

Enlarged Landscape Plan

Yes	No	Requirement
		1"=30' scale or larger
		Plant legend/schedule to scale
		Plant labels
		Required buffers with dimensions
		Bed lines
		Groundcover(s)
		Existing trees (individual or grouping/treeline)
		Irrigation layout(if applicable) conceptual at minimum

Landscape Details & Notes

Yes	No	Requirement
		Typical planting detail(s) for proposed planting material(s)
		Landscape calculations or applicable notes demonstrating min. UDO reqs.
		Irrigation notes (if applicable)
		Percentage of native species proposed (plant type and overall project)
		Plant caliper, height, and spread at time of installation (as applicable)