



## MEMO

TO: Planning and Zoning Commission

FROM: Sheila DeSchaaf, Planner II

DATE: April 12, 2010

**SUBJECT: Unified Development Code Amendment, Section 15-03**  
Landscaping Provisions

In January 2009 staff brought forward amendments to the landscaping and buffering provisions of the Unified Development Code (UDC). These amendments combined provisions previously found in the Town of Payson Code of Ordinances Section 153 with the existing provisions in the UDC. In addition to combining the two documents into one, photographs and illustrations were added.

After the consolidated provisions were adopted, the Design Review Board began reviewing the language to compare the provisions in the code with what was a desirable final product.

Attached is a draft of the Board's recommendations. At this time, the item has not been scheduled as a hearing item and staff is not seeking Commission action. The material is being presented as information to the Commission only in order to provide members additional time to review the changes.

**Town of Payson  
Unified Development Code  
Section 15-03**

<b>SECTION</b>	<b>TITLE</b>
<b>15-03</b>	<b>LANDSCAPING, SCREENING, BUFFERING AND LIGHTING</b>
15-03-001	Intent and Purpose
15-03-002	Landscaping, Screening, Buffering and Lighting
15-03-003	Tree Preservation
15-03-004	Removal or Cutting of Native Trees
15-03-005	Removal of Dangerous, Diseased or Infected Trees

DRAFT

## **15-03 LANDSCAPING, SCREENING AND BUFFERING**

### **15-03-001 PURPOSE & APPLICABILITY**

#### **A. PURPOSE & INTENT**

The purpose and intent of this section is to establish regulations to preserve and augment existing vegetation and trees, including the natural topography and any rock/boulder formations. Installation and maintenance of new landscaping shall be according to recognized xeriscape principles and Town of Payson requirements. To maintain existing and new landscaping in a living condition. It is the intent through this section to accomplish the following:

1. To protect the natural environment and preserve and enhance the mountain Ponderosa pine forest character of Payson, Arizona;
2. Reduce air pollution and soil erosion by sustainable design practices;
3. Preserve and create natural open spaces;
4. Buffer adjacent parcels of land zoned for different uses **or the same uses** to maintain quality of life; (see chart Titled Screening and Buffering 15-03-002.E)
5. Assist in groundwater recharge;
6. Conservation of the natural aesthetic environment of this mountain community;
7. Conservation of water (see T.O.P. Resolution Number 2367); and
8. To the extent feasible, promote and provide for the installation of the Town of Payson's official Town Tree, the Ponderosa pine.

#### **B. APPLICABILITY**

Provisions of this section shall be applicable to all the following:

1. All development of any kind, including residential subdivisions, multifamily, commercial, industrial, and public facilities. Single family, two or three family residential units (ie duplexes and triplexes) are exempted from subsection 15-03-002 and 15-03-003.
2. Expansion of, alteration of or change to an existing development. A building permit will not be issued for the expansion of a commercial, industrial, public facility or multi-family development that is not in full compliance with the provisions of this Section 15-03.
3. All additional landscaping shall conform to the requirements of this Section 15-03.
4. Any change in the use or occupancy of an existing building, buildings, or land shall conform to the requirements of this section.

### **15-03-002 LANDSCAPING**

#### **A. GENERAL REQUIREMENTS**

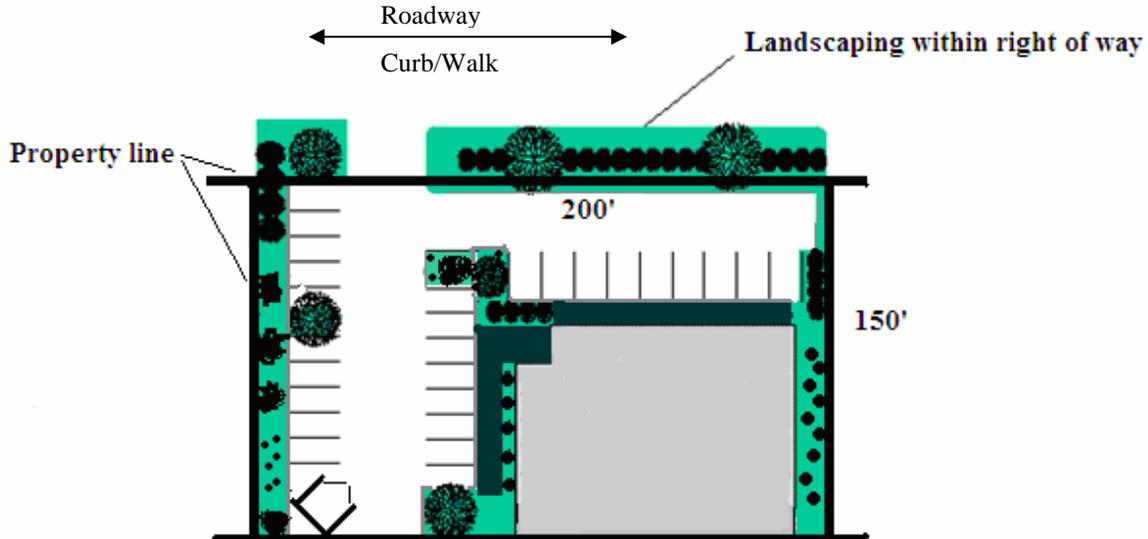
1. The following minimum percentages of a site shall be devoted to landscaping:

Residential 20%

Commercial 20%

Industrial 15%

- Adjacent public right-of-way, between the property line and the nearest point of the existing or proposed street improvements **including sidewalks**, may be landscaped and may be used to satisfy, to the extent provided, the minimum required site landscaping. The resulting landscaped area, on both public and private property, shall be a minimum of five feet wide. Landscaping within the public rights-of-way shall be completed in accordance with any adopted streetscape or special area plan if applicable and must receive the approval of the Planning Department and Public Works Department.



- To protect landscape materials and prevent vehicular encroachment, all landscaped areas located within or adjacent to a parking area, walkway, driveway or roadway shall be contained within continuous concrete curbing, anchored railroad ties, or other approved means at least six inches in height. **Curb cuts or similar drainage pathways shall be integrated into the overall design of the site and based upon sound engineering principles as shown in the photo below.**

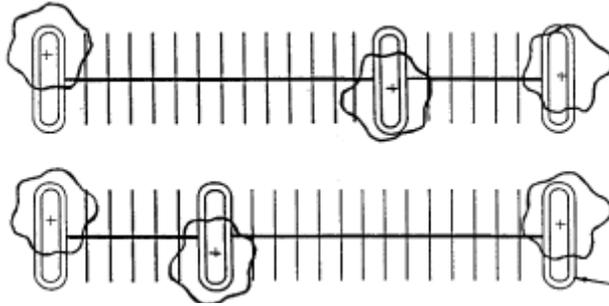
*Photo of parking lot with landscape islands protected by curbing that help **divert runoff** to encourage re-absorption of water on the site.*

*(Courtesy of Prince George's County, MD)*



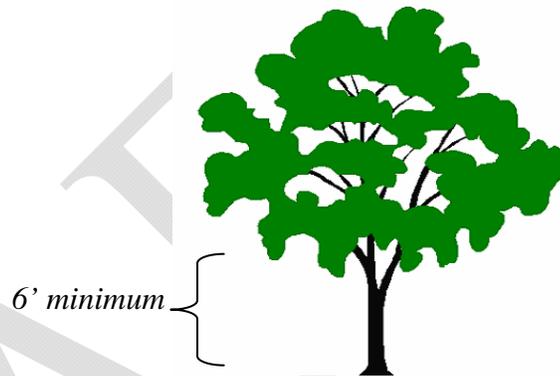
- Parking, buildings and display of equipment or vehicles is not permitted within required landscape areas.
- Parking areas of more than 20 spaces shall provide landscaped traffic islands within the parking lot interior that total a minimum of 5% of the paved area. Each separate landscaped island within the parking area shall contain a minimum of 50 square feet if

hardscape and 100 square feet if non-hardscape landscaping is used and shall have a minimum dimension of five feet, not including curbs.



Planter within parking area, 5' minimum width, inside of continuous concrete curb

To ensure that landscape materials do not constitute a driving hazard, trees used to landscape parking islands shall have a clear trunk height of six feet; shrubs, groundcover or other landscaping materials shall not exceed three feet in height. The landscaped area within these planters may not be used to satisfy the total minimum landscaped coverage requirements.



6. Artificial trees, shrubs, turf or plants shall not be used to satisfy the minimum square footage requirements for landscaping.
7. A minimum of 30% living groundcover at maturity shall be provided within the total required landscaped area. The remaining required landscaped area may be finished with a non-living groundcover material which does not use water and may include, bark, river rock, decomposed granite or mulch to help prevent evaporation. Art and other non-plant materials such as rock formations and boulders may also be used. ~~Use of landscape fabrics under all non-living landscaped areas and retention/detention area is required to prevent weed growth. This method is preferred in lieu of soil poisoning.~~
8. A permanent, on-site, drip irrigation system that provides complete coverage to all new and existing landscaping and landscaped areas is required and system shall be approved by the Town of Payson Water Department.
9. New vegetation shall be selected, planted and maintained so that at maturity it will not interfere with utility lines, vehicular parking, pedestrian circulation, traffic sight visibility at driveways and street intersections as set forth here and will not influence potential damage to, or upheaval of public sidewalks and pavement.
10. Any part of a site not used for buildings, parking, driveways, sidewalks, utility and approved storage areas shall be preserved in its natural state or landscaped.
11. All plant material used for landscaping shall be selected from the *Town of Payson Water Department Native and Low Water Use Plant List* in Development Bulletin 15-1.

12. Plants not listed on the Town of Payson Water Department Native and Low Water Plant List may be used as follows:
  - a. Existing Plants. Existing trees and shrubs should be preserved and incorporated into the landscaped areas.
  - b. Playing areas of a golf course (with the use of reclaimed water).
  - c. Species not listed on the Town of Payson Water Department Native and Low Water Plant List may be substituted, subject to approval of the Town of Payson Water Department.

## **B. INSTALLATION OF LANDSCAPING**

1. Landscaping and watering devices shall be installed in accordance with the approved landscape plan prior to issuance of a certificate of occupancy or commencement of operations. The Town shall have the right to refuse to issue permits for any project not meeting the provisions of this chapter.
2. If approved landscaping and watering devices, except those lines that cross beneath hardscape, cannot be installed prior to occupancy or commencement of operations due to unforeseen circumstances, a conditional (temporary) certificate of occupancy may be requested by the applicant. The applicant shall complete the following:
  - a. An acceptable form of surety accompanied by a complete estimate of the total cost of the approved landscaping and watering system improvements.
  - b. Sign a conditional certificate of occupancy agreement.
3. When it is determined that the landscaping and watering system have been installed in accordance with the approved plans, the town will return the surety of the applicant.

## **C. LANDSCAPE PLAN SUBMITTAL & REVIEW**

1. Landscape plans for the development/site shall be submitted with the application for the building plan check review and permit. Staff suggests the following wording –  
**“Landscape plans shall be submitted at the time of subdivision improvement plans, building or other plan review/permit application. Failure to provide landscape plans shall constitute an incomplete application.”**
2. Landscape plans submitted to the Town for review and possible approval for sites with over 5,000 square feet of total new landscaping, not including rights of way area, shall be prepared and sealed in accordance with the regulatory provisions of the State of Arizona Board of Technical Registration.
3. The Planning Division shall review the landscape plan for compliance with this section prior to issuance of a grading and/or building permit or if a grading or building permit is not required, prior to commencement of business operations. Any revision to the site plan, plat, or existing site layout may require a revised landscape plan, as determined by the Planning Director or designated representative.
4. If a project is developed in phases, required landscaping and screening shall be completed in sequence with the approved development phases and shown as such on the landscape plan. (See 15-02-003.A.10)

5. Where landscaping of the public right-of-way **adjacent to private property** is proposed, **approved and installed**, the landscaping plan shall be accompanied by a recorded agreement **warranting maintenance** releasing the town from maintenance and replacement of all landscaping and irrigation in the public right-of-way and declaring the adjacent owner, heirs and assignees of the property responsible.
6. The following items shall be included on all landscape plans:
  - a. Project name, address and tax parcel number;
  - b. Contact person and/or Designer's name, address, phone number and seal (when applicable);
  - c. Scale, north arrow. Minimum scale of plans shall be 1 inch = 30 feet.
  - d. Property lines, adjacent rights-of-way, building setbacks, building footprints, rooflines, parking lots, driveways, topography, easements, utilities and drainage structures.
  - e. Existing and proposed contours based on a topographic survey and proposed new grading plan.
  - f. A plant legend which includes plant names (common and botanical), sizes (height, caliper, gallon) and quantities.
  - g. Plant locations, on-site and in the public right-of-way (if applicable), corresponding to plant key.
  - h. Planting details (staking, soil mix, and the like) construction details, protection details.
  - i. Existing vegetation on the site with vegetation to be retained indicated.
  - j. Significant topographical features on the site (drainage, rock outcroppings, and the like)
  - k. Irrigation method and schedule
  - l. If applicable, indicate proposed **designated** common and open space areas on the plan. Describe function and treatment of these areas.
  - m. **Designate any** design elements such as boulders, berms, signs, sculpture, **etc.**
  - n. Schedule of landscape area calculations and percent of living groundcover within landscape areas.

#### **D. LANDSCAPING MAINTENANCE**

1. Maintenance of all landscaping shall be the responsibility of the owner, lessee, heirs, assigns, agent, homeowners association or other liable entity of the property. Maintenance shall consist of regular watering, pruning, fertilizing, and the removal and replacement of any dead plants, the repair and replacement of irrigation systems as required, and maintenance of any architectural features. This shall include maintenance of any approved existing or new landscaping in the public rights-of-way. The responsible entity in control of any private premises shall at all times maintain the premises free of litter and weeds in accordance with the town code.

2. Dead materials shall be replaced within 30 days or as soon as feasible if delayed by inclement weather.
3. Future building pads within a phased development shall be landscaped with a dust-free, erosion resistant material.

#### **E. SCREENING AND BUFFERING**

1. Screening and buffering shall be installed in accordance with the matrix on the following page.
2. All screening walls installed within a front yard setback as required in this code shall not exceed three feet in height.
3. Vegetation selected for screening shall be:
  - a. a maximum of one foot less than the required screening height when planted; and
  - b. a specimen that will reach the minimum height of required screen at maturity;
4. Earth berms or a combination of berm, landscaping, retaining walls, and fencing may be used to satisfy the screening requirement. Berms shall be designed to transition to existing grades, not to exceed a slope ratio of three to one (3:1) and shall be covered with plant material, boulders, ground cover or partially rip-rapped to prevent erosion. Berms with vegetation cover shall be designed to retain water rather than **increase** run-off.
5. On-site vegetation areas provided for screening may be used to satisfy, to the extent provided, the landscape coverage requirements.

## SCREENING & BUFFERING

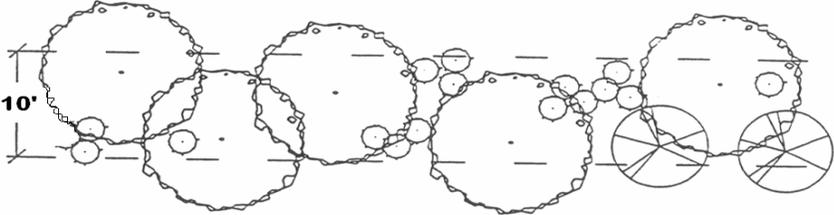
Use → ----- Zoning District ↓	Residential	Retail	Retail With Outdoor Activity	Office	Manufacturing and Industrial	All Others	Parking Areas
<b>R1, R2, R3</b>	C	B	A	C	A	TBD	C (Except R1)
<b>C-1, C-2</b>	A	C	B	C	A	TBD	C
<b>C-3, M-1, M-2</b>	A	A	B	A	C	TBD	B
<b>Rights of Way</b>	N/A	D	D	D	D	TBD	D
<b>All Others</b>	TBD	TBD	TBD	TBD	TBD	TBD	TBD

<b>A</b>	<b>Screen -</b>	Continuous planting of native coniferous trees and shrubs or a continuous masonry type wall that is architecturally compatible with the project aesthetic or an approved combination thereof for an opaque “screen” at a minimum initial height of 6’.
<b>B</b>	<b>Buffer/Screen -</b>	Intermittent planting of native coniferous trees and evergreen shrubs or an intermittent masonry type wall that is architecturally compatible with the project aesthetic for a 50% linear coverage at a minimum initial height of 6’ to mitigate differing occupancy adjacencies and uses.
<b>C</b>	<b>Buffer -</b>	Natural planting of native coniferous trees and evergreen shrubs to mitigate adjacency impacts and different uses.
<b>D</b>	<b>Special Buffer-</b>	Trees, 12’ minimum height at planting, no less than one every 30 lineal feet, evergreen shrubs not exceeding 36” at maturity, at least 24” in height at planting.
<b>TBD</b>	<b>To be determined</b>	All other uses or zoning districts include separate levels of review (ie zoning permit application). When uses do not conform to the matrix, the type of screening or buffering required will be based upon the proposed layout and subject to review and approval by staff or other appointed body as applicable.

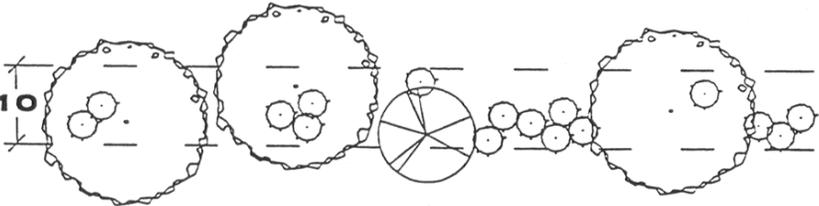
**Note: All screening and buffering vegetation material shall be native coniferous/evergreen type.  
See following pages for acceptable examples of screening and buffering requirements “A” through “D”.**

# Screening & Buffering Illustrative Examples

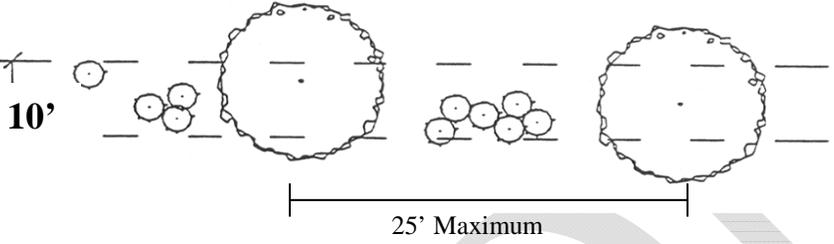
**'A' Screen**



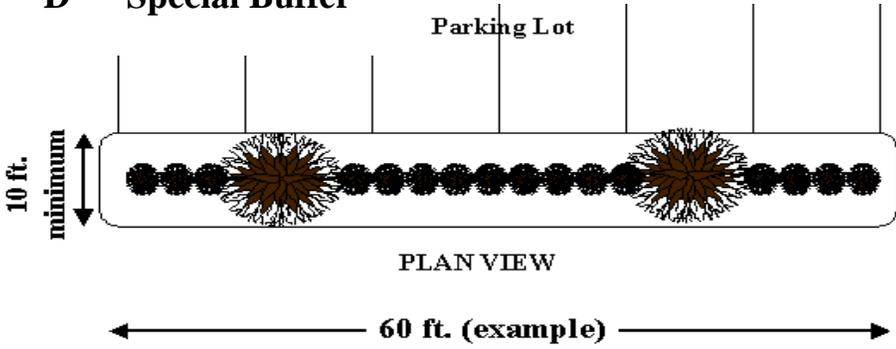
**'B' Buffer/Screen**



**'C' Buffer**



**'D' Special Buffer**



**PLANT KEY:**

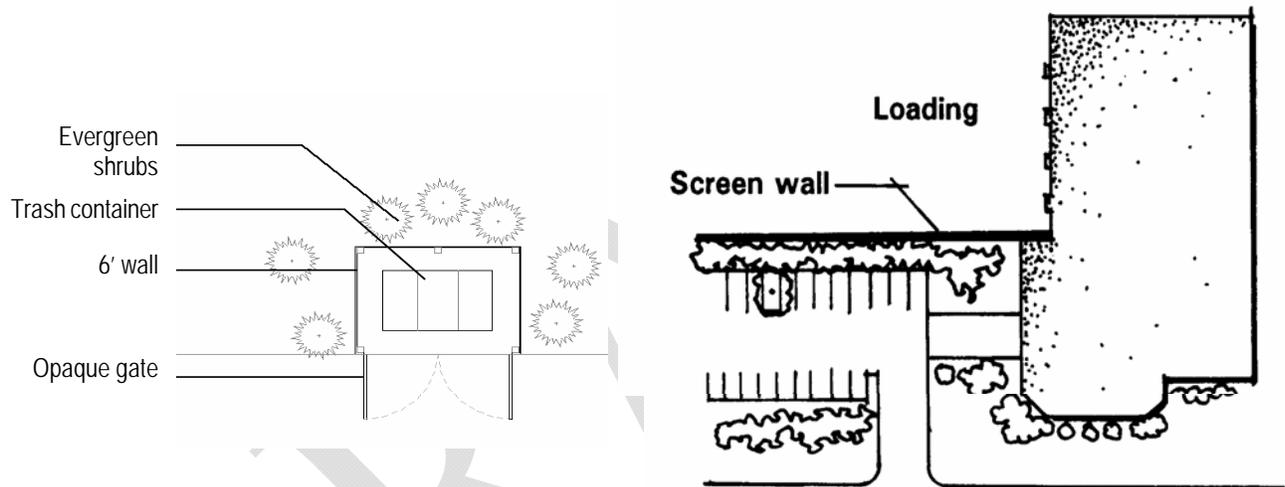
-  **CANOPY TREE**
-  **UNDERSTORY TREE**
-  **SHRUBS**
-  **TREE**
-  **EVERGREEN SHRUBS**

**F. SITE CLEARANCE AND MAINTENANCE**

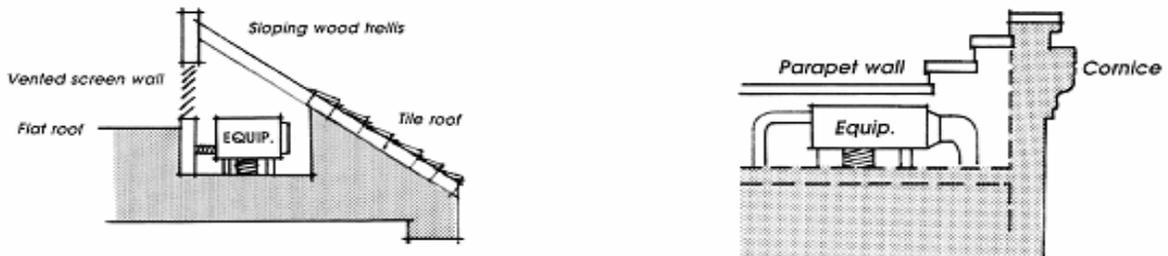
1. No walls in excess of three feet in height shall be placed on any corner lot or at any driveway intersecting a street, within a "sight clearance triangle" formed by two curbs, roadway or driveway lines. Where uncertainty exists, final determination will be made by the Town Engineer.
2. Screening walls shall be maintained both structurally and aesthetically; damage shall be repaired in 30 days unless delayed by **exigent circumstances approved by the Community Development Director or his/her designee.**

**G. SCREENING OF OUTDOOR AREAS, EQUIPMENT AND LIGHTING**

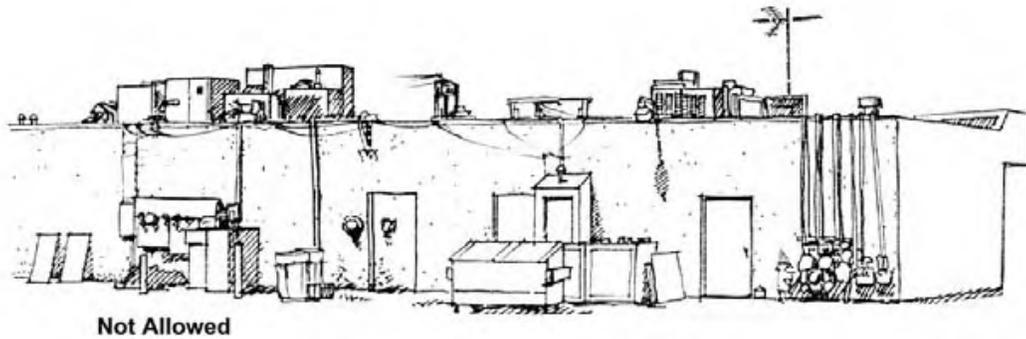
1. All outdoor storage, refuse, loading areas and service bays shall be screened by a wall at least 6 feet in height that is compatible with the architectural style and materials of the building, to adequately screen such areas and service bays from streets and adjoining property.



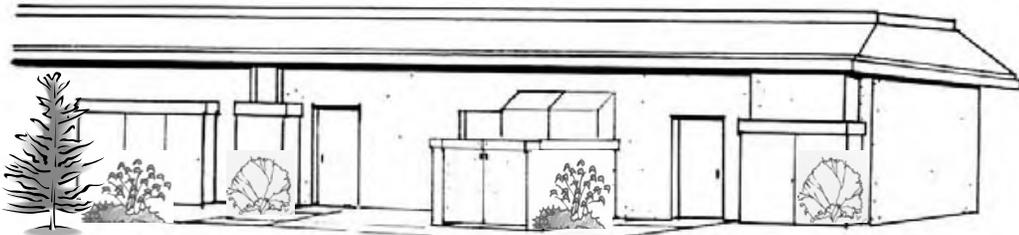
2. Outside mechanical equipment shall be completely screened by a wall, **screen wall** and/or roof that is compatible with the architectural **aesthetic** and materials of the building and is at a height even with the equipment being screened or even with the top of the equipment .



**Screening of Rooftop Mechanical Equipment**



Not Allowed



Allowed

### 3. Types and Limitation of Screening Walls

- a. Heights of walls, fences, berms and other screening devices shall be measured from the finished adjacent grade.
- b. Walls used to screen different land uses, outdoor storage, refuse, loading/unloading areas, service bays and ground-mounted mechanical equipment may be of brick, stucco block, concrete block with mortar wash finish, stone or similar materials that match the building materials, as approved by the Planning Division.



## H. LIGHTING

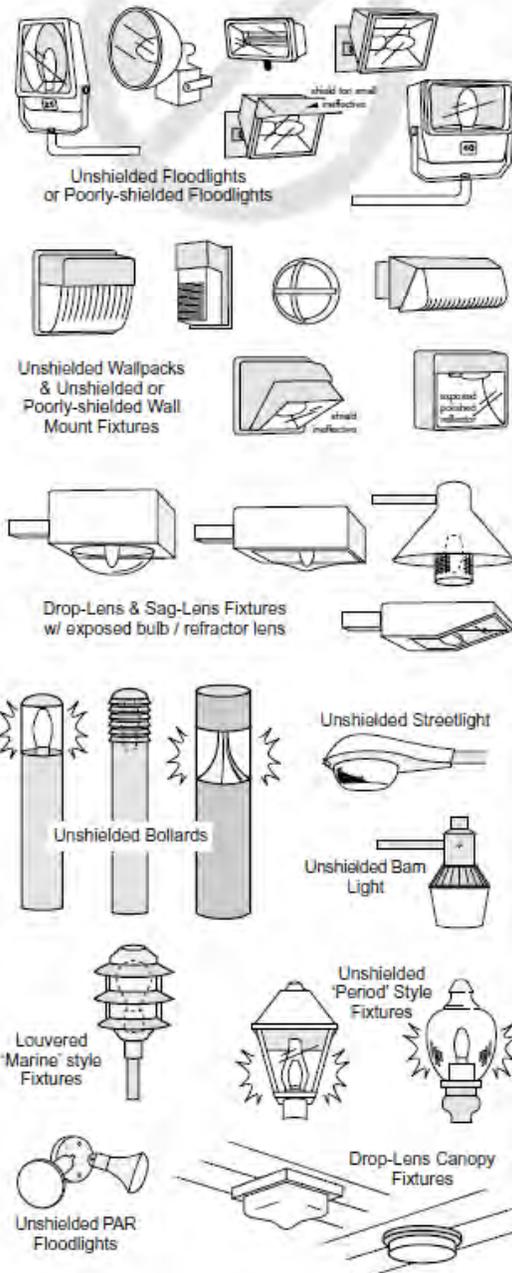
	Zoning District	Lighting Criteria
1.	All Districts	Outdoor lighting shall be shielded and screened so as to reflect away from streets, adjoining properties and the sky.
2.	All Districts	Full cut-off fixtures are required, so that the source of the illumination is not visible. (see F.2pic)
3.	All Districts	Fixtures shall be labeled "dark-sky" by manufacturer.
4.	All Districts	Maximum Pole Height shall not exceed 25', nopoles or exterior fixtures shall exceed 15' in height within 30' of a residential area.
5.	All Districts	Illumination shall have a hard cut off at the property line of the subject site.
6.	All Districts	Allowable lamp types include Metal Halide (preferred), High Pressure Sodium (Acceptable) and Low Pressure Sodium (Discouraged). Other types of illumination shall be subject to approval by the Zoning Administrator.
7.	Commercial & Industrial Districts	Exterior lighting for paved areas shall be designed for an average of 1 to 3 footcandles over the entire surface area, measured three feet above finished grade.
8.	Commercial & Industrial Districts	Photometric calculations are required and shall be submitted with building permit application.
9.	Commercial & Industrial Districts	National standards for corporations that do not comply with the criteria above, <u>may</u> be reviewed on a case by case basis for consideration and acceptance.

# Better Lights for Better Nights

Help eliminate light pollution. Select the best fixture for your application using this guide. Use the lowest wattage bulb appropriate for the task and turn off the light when it's not being used.

## Unacceptable / Discouraged

Fixtures that produce glare and light trespass



## Acceptable

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



Rendered for the Town of East Hampton, NY by Bob Crelin ©2005

presented by the

**Dark Sky Society**

[www.darksksociety.org](http://www.darksksociety.org)

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Payson Unified Development Code: Adopted Feb. 23, 1996, Updated October 1, 2007

15-03: Landscaping and Buffering