

## NATIVE PLANT SUBMITTAL REQUIREMENTS

This information pertains to submittals made for native plant permit with the exception of single-family custom home. Submittals must be complete and submitted at Development Services 'One Stop Shop' with a plan check fee.

1. Native Plant Narrative and Application Form.
2. Three (3) copies of the site plan aerial with plat overlay indicating the location by tag number of each plant, which is required to be protected per the Native Plant Ordinance.
3. Three (3) copies of the plant inventory performed by a salvage contractor\*, (which corresponds to the tag number on the site plan) indicating the following:
  - a) Plant type
  - b) Plant size in caliper inches
  - c) Plant salvage ability\*
  - d) Whether the plant will remain in place, be moved to another location, or be destroyed\*\*
4. Plant nursery location
5. Copy of vicinity map indicating the location of the project
6. Copy of Natural Area Open Space exhibit if applicable for the site
7. Notice when plant materials have been tagged in the field for City Staff review with the following:
  - a) Plastic tape to correspond to the determinations made in 3.d. above:
    - White tape - remain in place
    - Red tape - moved to another location
    - Blue tape - destroyed
  - b) Tag numbers that correspond to the site plan and to the plant inventory
  - c) Tag number is to be transferred to the side of the box when side boxing is completed
8. Letter of Authorization from the property owner identifying the salvage contractor\* for the project and verifying that all plants are to be re-planted on site.
9. A copy of the form notifying the Arizona Department of Agriculture, Native Plant Section at 602-542-4373, of the Notice of Intent to Clear Land.

\*\*Any plant that is determined to be unsalvageable must have an explanation of the present status of the plant material

\*\*Any plant that is destroyed must have an explanation detailing why the plant cannot remain in place or be moved

\* Salvage contractor must be listed on the 'Native Plant Salvage Contractor's with Acceptable Methodologies on File with the City of Scottsdale' list