



Landscape Design Unit Submittal
LANDSCAPE PLAN PLANT MATERIAL COVER SHEET

Project Number: _____ Date: _____

Project Name: _____

General Contractor: _____

Landscape Contractor: _____

Submitter Contact: _____

Anticipated Nursery Inspection Date: _____ Anticipated Installation Date: _____

DO NOT REMOVE PAGES – Only complete forms will be accepted. Submit only plants to be installed in the upcoming or current planting season, or spring dug B&B stock for fall planting.

I, _____ representative of _____ hereby certify that the information submitted herein for review conforms to all aspects of the Contract.

(Department use only below line)

Material:	Tree Stakes	Planting Soil	Fertilizer	Plant Source
No Exceptions Noted				
Exceptions as Noted				
Revise & Re-submit				
Rejected				

This submittal has been accepted, and a Visual Plant Inspection will be scheduled. Upon successful completion, Landscape Design will inform the Engineer that work may proceed.

Signed: _____



Landscape Design Unit Submittal
TREE STAKES

Tree Staking Material:

Provide a description of all materials to be used for tree staking:

Attach manufacturer installation instructions or provide proposed installation method:

Source:

Manufacturer: _____

Vendor/Supplier: _____

Quantity:

Trees to be staked using 2 stakes/guys/anchors: _____

Trees to be staked using 3 stakes/guys/anchors: _____

Trees to be staked using other quantities: _____

Department Response

	Comments:
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Landscape Design Unit Submittal
PLANTING SOIL

To meet the requirements of M.13.2 Planting Soil, the following organic amendments must be added to approved topsoil during the installation. Estimate the required cubic volume of each material for approval. Plant pits are 2x the volume of the plant's container or root ball.

1. 15% Compost

Manufacturer: _____

Vendor/Supplier: _____

Estimated Quantity (in cubic ft. or yards): _____

Certified Test Report attached

Department Response

	Comments:
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2. 10% Peat Moss

Manufacturer: _____

Vendor/Supplier: _____

Estimated Quantity (in cubic ft. or yards): _____

Department Response

	Comments:
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Landscape Design Unit Submittal
FERTILIZER

Fertilizer Material:

Grade: _____

Guaranteed Analysis (or attach product label):

Source:

Manufacturer: _____

Vendor/Supplier: _____

Quantity:

_____ lbs / tons

Department Response

	Comments:
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