



**The City of Morgan Hill's  
Water Efficient Landscape Ordinance  
Certificate of Completion**

<b>Project Information</b>	
Date:	Telephone:
Project Name:	Email:
Applicant Name (print):	Street Address:
Title:	State:
Company:	Zip:
<b>Project Owner – Declaration of Completion (below)</b>	
Project Owner Name or Designee:	Telephone:
Title:	Email:
Company:	Street Address, City and Zip:
I certify that I have received copies of all documents associated with the landscape project and that it is our responsibility to see that the project is maintained in accordance with the Irrigation Schedule and the Landscape and Irrigation Maintenance Schedule.	
Property Owner Signature	Date
<b>Licensed Professional – Declaration of Installation (below)</b>	
I certify that based upon periodic site observations, the work has been substantially completed in accordance with the ordinance(s) and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package.	
Print Name and Company of Landscape Architect or Irrigation Designer	License Number
Signature	Date
Email Address	Phone Number

## Required Attachments

### A. Irrigation Scheduling

Attach parameters for setting the irrigation schedule on controller as required by the ordinance.

### B. Schedule of landscape and Irrigation Maintenance

Attach schedule of Landscape and Irrigation Maintenance

### C. Landscape Irrigation Audit Report

Attach Landscape Irrigation Report as required by the WELO ordinance.

### D. Landscape Inspection

Attach Landscape Inspection Report.

### E. Soil Management Report/Soil Management and Grading Design Survey

Attach soil analysis report OR Soil Management and Grading Design Survey, if not previously submitted with the Landscape Documentation Package as required by the ordinance. Attach documentation verifying implementation of recommendations from soil analysis report as required.

### Additional Modifications

Applicant: If major modifications were made in construction from the submitted plans, attach record drawings (as-builts).

- No major modifications
- Record drawings (as-builts) attached

## A. Irrigation Scheduling

APPLICANT Write Plan Sheet #	ITEM	REVIEWER			NOTES
		PASS	FAIL	N/A	
<input type="checkbox"/>	1. Attach schedule of irrigation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	2. Irrigation scheduling is regulated by automatic irrigation controller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	3. Overhead irrigation is scheduled after 7 p.m. and before 9 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	4. Settings for the irrigation controller for each station include the following:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	a. Irrigation days	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	b. Run times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	c. Number of cycle starts per watering event to avoid run off	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	d. Amount of applied water on a monthly basis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## B. Schedule of Landscape and Irrigation Maintenance

APPLICANT Write Plan Sheet #	ITEM	REVIEWER			NOTES
		PASS	FAIL	N/A	
<input type="checkbox"/>	1. Attach schedule of maintenance for the landscape and irrigation system per ordinance to ensure water efficiency. The attached schedule of landscape maintenance includes:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	a. Routine inspection, auditing, adjusting and repair of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	b. Aerating and dethatching turf areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	c. Topdressing planting areas with compost as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	d. Replenishing mulch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	e. Pruning and weeding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	f. Routine inspection, auditing, adjusting and repair of the irrigation system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<i>(Bay-Friendly Landscape maintenance manual used for the site would satisfy this requirement)</i>				
<input type="checkbox"/>	2. Attach landscape irrigation audit report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	3. Attach landscape irrigation audit checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	4. The irrigation audit was conducted by a third-party certified Irrigation Auditor professional who is not a part of the design team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	5. Irrigation items identified for repair in the audit are fixed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	6. In large project or projects with multiple landscape installations (i.e. production home developments) an auditing rate of 1 in 7 lots or 15% is conducted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## C. Irrigation Audit Report

APPLICANT	ITEM	REVIEWER			NOTES
		PASS	FAIL	N/A	
Write Plan Sheet #					
<input type="checkbox"/>	1. Audit completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	2. Any recommended repairs have been completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	3. The Irrigation Audit Report includes:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	a. Inspection for leaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	b. System tune-up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	c. Reporting overspray or run off	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	d. An irrigation schedule including configuring controller with application rate, soil types, plant factors, slope, exposure and other factors needed to increase water efficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## D. Landscape Inspection Report

APPLICANT	ITEM	REVIEWER			NOTES
		PASS	FAIL	N/A	
Write Plan Sheet #					
<input type="checkbox"/>	1. Attach Landscape Inspection Checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	2. Confirm that landscape installed matches the approved landscape Design plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## E. Soil Management Report

APPLICANT	ITEM	REVIEWER			NOTES
		PASS	FAIL	N/A	
Write Plan Sheet #					
<input type="checkbox"/>	1. Attach soil analysis report of the soil in planting areas from a soil lab if not previously submitted with the Landscape Documentation Package per ordinance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	2. The soil sample follows laboratory protocol and includes:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	a. Soil texture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	b. Infiltration rate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	c. pH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	d. Total soluble salts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	e. Sodium	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	f. Percent organic matter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	g. Amendment recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	3. Attach document(s) showing that soil analysis report recommendations were used to amend the planting soil, such as delivery tags and receipts for compost and mulch.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	