



Hamilton

DEVELOPMENT APPLICATION GUIDELINES

Landscape Plan

PURPOSE:

This document provides a guideline for the preparation of a Landscape Plan, which may be required for the submission of an application under the *Planning Act*. All Landscape Plans shall follow the guidelines contained and referenced in this document. Failure to adhere to the guidelines may result in a submission being considered unsatisfactory and a submitted application being deemed incomplete.

A Landscape Plan is a layout plan with information regarding the proposed soft planting material and hard landscaping elements, stormwater management components, and existing physical, topographical, and natural elements of a site.

A Landscaping Plan should illustrate existing vegetation to be retained, proposed landscaping, materials and features, and detail drawings demonstrating installation. Effort should be made to demonstrate how the proposed development enhances the site.

In addition, if any public right-of-ways are impacted by the proposed development, the Landscape Plan should show the placement of trees and ornamental shrubs/grasses/perennials on any publicly owned components. The City of Hamilton's Public Tree Preservation and Sustainability Policy, in conjunction with the Tree By-law No. 15-125, requires new developments to provide payment, as per Council approved user fees, for street trees to be planted in the road allowance by the City. All street tree plantings shall be planted by the City of Hamilton, as approved through the review of a proposed street tree planting scheme.

As per the City's Council adopted Tree Protection Guidelines (revised October 2010), 1 for 1 compensation is required for any tree (10 cm DBH or greater) that is proposed to be removed from private property. This is to ensure that existing cover is maintained. If it is not possible to replant on site (i.e., no space), cash-in-lieu must be provided to the City to plant trees elsewhere.

PREPARED BY:

A professional Landscape Architectural who is a member in good standing with the Ontario Association of Landscape Architects (OALA).

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CONTENTS INCLUDE:

General Information:

- Applicant/owner name and contact information;
- Lead Consultant's name and contact information and any other associated subconsultants (engineer, arborist, etc.);
- Professional stamp/seal and signature;
- Key map;
- Phasing plan highlighting what is applicable;
- Municipal address;
- North arrow;
- Scale bar (using a typical metric scale factor);
- Table of contents;
- Title block:
 - drawing title and sheet number;
 - preparation date;
 - revision number and date;
 - space for the City of Hamilton drawing approval stamp;
 - scale bar; and,
 - consultant name and contact and professional stamp/seal and signature; and,
- Legend when abbreviations or symbols are used.
- Standard landscape plan notes (See Appendix 21 of Site Plan Guidelines)

Existing Conditions

- Parameters should show the extent of any adjacent public right-of-ways to the centre line as well as all adjacent lands 6.0 metres beyond the property limits of the development site;
- The location of all existing natural features including top of bank, watercourse features, valley lands, landforms, etc.;
- All existing trees within the site and abutting the proposed development, both within the adjacent road right-of-way and on adjacent properties;
- All existing buildings, accessory structures, fencing, paved sidewalks, trails, driveways, roadways, parking areas, above grade utilities and lines, or other existing built features within the development parameters; and,
- Any below-grade components such as underground servicing, below grade building envelopes, etc.

Proposed

- Existing vegetation indicating what is to be retained or removed (Note: Trees proposed to be removed only need to be shown on Landscape Plans if a tree management/tree protection plan has not been provided);
- Protection measures for the existing vegetation to be retained (Note: Only needs to be shown if a tree protection plan has not been provided);
- All proposed plant material, planting beds, planter boxes, and sodded areas;
- Any landscape buffering requirements;
- Any tree replacement requirements;

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- All proposed hard-surfaced areas (e.g. driveways, walkways, parking areas, curbing, benches, seating, patios and plazas);
- Hard-surfacing materials and details;
- All proposed fences, pergolas, screen walls and retaining walls, including height and materials being used;
- Any stormwater management landscape features;
- Any above and below ground utilities, including lighting features;
- Refuse storage and collection facilities, including screening features;
- Snow storage; waste management; bicycle parking areas;
- Other placemaking features i.e. signage or entry gateway elements;
- A detailed plant list itemizing botanical species name, common name, quantity, size, condition, and spacing of all proposed plant material;
- Include a species key and reference list on each drawing sheet
- The location of all trees proposed on public right-of-ways. Species type shall not be identified. Tree locations shall be identified with the note: "Trees to be planted by City of Hamilton Forestry Section – City of Hamilton Forestry Department to Determine Species"; and,
- A note that the Forestry Section, Environmental Services, Public Works Department shall be notified post construction when final grade has been achieved, to facilitate the scheduling of the street tree planting(s).

OTHER INFORMATION:

City of Hamilton's Design and Preservation Manual for Assets within Public Property (March, 2022) – [LINK TO BE PROVIDED](#)

City of Hamilton's Landscape Design Guidelines for Stormwater Facilities - <https://www.hamilton.ca/build-invest-grow/planning-development/planning-policies-guidelines/landscape-design-guidelines>

City of Hamilton's Site Plan Guidelines - <https://www.hamilton.ca/build-invest-grow/planning-development/planning-policies-guidelines/site-plan-guidelines>

REVIEWED & APPROVED BY:

Urban Design, Planning and Economic Development Department
Natural Heritage, Planning and Economic Development Department
Forestry and Horticulture Section, Environmental Services, Public Works Department

CONTACT:

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