

LANDSCAPE STANDARDS CHECKLIST

Town of Merrillville * 7820 Broadway * Merrillville, IN 46410

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(to be completed by Applicant)

Project Name:

General Location:

File Number:

Date Completed:

Construction Plans (see Merrillville Tree Ordinance & Landscape Standards for Guidance)

#	Plan sheets should include the following information:	Sheet #
A1	Description of the nature and purpose of the project.	
A2	A legend on plans with symbols representing all plant materials.	
A3	Land use of all adjacent properties.	
A4	Standard tree and/or shrub installation detailed drawing.	
A5	Permanent seeding specifications with seed mix details and application rates.	
A6	Identification and delineation of existing vegetative cover such as grass, weeds, brush, and trees on the project site. Locations of existing trees and/or shrubs shall indicate species and DBH.	
A7	Locations and protection zones of trees for conservation (if applicable).	
A8	Tree protection details (see local tree Ordinance # 10-23)	
A9	Show locations of proposed grass areas and other types of ground covers with respect to buildings, parking areas, driveways, signs, water surfaces, paved patios, terraces, sidewalks and similar site features.	
A10	Locations of all proposed trees and/or shrubs on plan sheet(s).	
A12	Locations of all known utilities with respect to preserved and proposed tree/shrub locations.	
A13	General list of all tree/shrub species and size to be planted.	
A14	Location of all proposed site improvements, including roads, utilities, lot delineation and identification, proposed structures, and common areas.	
A15	Details on the number trees/shrubs planted for INTERIOR LANDSCAPING REQUIREMENTS (see calculations below).	This Sheet
A16	Details on the number trees/shrubs planted for PARKWAY REQUIREMENTS (see calculations below).	This Sheet
A17	Details on the number trees/shrubs planted for BUFFER ZONE REQUIREMENTS (see calculations below).	This Sheet
A18	Details on the number trees/shrubs planted for PARKING LOT AREA REQUIREMENTS (see calculations below).	This Sheet
A19	Details on the number trees/shrubs planted for DETENTION/RETENTION POND AREA REQUIREMENTS (see calculations below).	This Sheet

CALCULATIONS	TOTAL LINEAR FEET (LF) or SQUARE FEET (ft ²)	# TREES	# SHRUBS
INTERIOR LANDSCAPING <i>(1 Tree or 5 Shrubs/800ft²)</i>			
PARKWAY <i>(1 Tree /40LF)</i>			
BUFFER ZONE <i>A. (1 Canopy or 1 Evergreen + 1 Ornamental Tree + 4 Shrubs/40LF)</i> <i>B. (1 Canopy or 1 Evergreen Tree + 4 Shrubs/40 LF)</i>			
PARKING LOT <i>(1 Tree/2000ft², No more than 25 spaces in a continuous row)</i>			
DETENTION POND <i>(1 Canopy Tree or 2 Ornamental Trees + 1 Lg Shrub or 2 Sm. Shrubs)</i>			

Interior Landscaping Standards: For all uses, except one and two family residential, all developed portions of the site shall conform to the following general landscaping standards, except where specific landscape elements, such as a buffer zone, parkway, parking lot landscaping or detention and retention pond plantings are required:

- All portions of the site shall be planted with grass, ground cover, shrubbery, or other suitable plan material, except those areas not covered by buildings, parking areas, driveways, signs, water surfaces, paved patios, terraces, sidewalks and similar site features.
- Landscape areas shall be designed to soften the appearance of buildings, screen service areas, provide shade and ensure adequate sight visibility for motorists, adequate clearance for pedestrians and vehicles, clearance from overhead utility lines, adequate separation from underground utilities and accessibility to fire hydrants.
- Interior landscaping areas shall include open area remaining after required landscape areas have been accounted for. Such area shall include a mixture of evergreen and deciduous trees and shrubs provided at the following proportions:
 - One (1) deciduous or evergreen tree for each eight hundred (800) square feet. Note: Five (5) shrubs may be planted in lieu of one (1) tree.
 - One (1) shrub for each two-hundred and fifty (250) square feet.
- In consideration of the over-all design and impact of the landscape plan, the Planning Commission may modify or adjust the requirements outlined herein for landscaping, provided that any such adjustment is in keeping with the intent of this section.

Parkway Standards: (front yard setback area) a parkway is the land abutting a public street, private street or access drive that shall be reserved as a landscape area to serve as an obscuring screen, noise abatement and visual enhancement along roadway corridors.

- **Parkway Plantings Requirements**
 - The parkway shall contain a minimum of one (1) canopy tree per forty (40) linear feet of the entire road frontage.
 - The frontage calculation shall include any openings for driveways, sidewalks or easements with the number of trees.
 - Fractions of trees shall be rounded upward to the nearest whole number.
 - The parkway shall contain only living materials and planting beds with the exception of approved sidewalks, bike paths, signs, driveways, essential services, and detention ponds as dictated by site conditions.
 - Parkway plantings shall be arranged to emulate the landscape character of the surrounds areas.
 - Parkways shall be designed to ensure adequate sight visibility for motorists, adequate clearance for pedestrians and vehicles, clearance from overhead utility lines, adequate separation from underground utilities and accessibility to fire hydrants. Where such conditions prohibit full compliance, the Planning Commission may adjust the location of the required materials.

Buffer Zones: A buffer zone is a landscape area which serves to visually obstruct views from abutting uses. The Planning Commission has the discretion to modify these requirements as appropriate to adjust to site conditions or uses proposed. A buffer shall be provided between the subject site and all adjacent properties as follows:

Subject Site	Adjacent To	Buffer Zone Type
Multiple Family District or Use	Single Family Residential District or Use	Type C
Institutional Uses	Any Residential District or Use	Type B
Business and Office District or Use	Any Residential District or Use	Type A
Industrial District or Use	Any Business or Office District or Use	Type B
Industrial District or Use	Any Residential District or Use	Type A
Industrial/Industrial	Industrial	N/A

- **Type “A” Buffer Zone.** One (1) large deciduous canopy tree and one (1) ornamental tree and four (4) shrubs or one (1) evergreen tree, one (1) large deciduous canopy tree and four (4) shrubs per forty (40) linear feet along the property line, rounded upward.
- **Type “B” Buffer Zone.** One (1) large deciduous canopy tree and four (4) shrubs, or one (1) evergreen tree and four (4) shrubs per forty (40) linear feet along the property line, rounded upward.
- **Type “C” Buffer Zone.** One (1) evergreen tree per eight (8) linear feet along the property line, rounded upward.
- **Buffer Zone Width Required.** At a minimum, the width of the buffer shall be equal to the required building setback. Set setback area may be considered for the area used for buffer zone.
- **Note: Buffer Zones are not required between two adjacent industrial properties.** However all industrial properties still require green belt areas and must meet the minimum tree planting requirements.

Parking Area Landscaping: All parking areas, associated drive aisles, loading areas, and other paved ground surface areas used for vehicular parking shall have internal landscaping to provide visual and climatic relief from broad expanses of pavement and to channelize and define logical areas for pedestrian and vehicular circulation. The following parking area landscaping is required.

- Required parking area landscaping shall be placed within the parking lot envelope, defined as the area including the parking lot surface and extending the (10) feet from the edge of the pavement.
- One (1) canopy tree shall be required for each 2,000 square feet of the total paved surface, including parking, loading and driveways. The number of required trees shall be rounded upward to the nearest whole number. At least two (2) parking lot trees shall be provided on each site.
- If not adjacent to a buffer zone or parkway, a minimum of one-third (1/3) of the required trees shall be placed within the paved portion of the parking lot.
- Not more than fifteen (15) parking spaces shall be permitted in a continuous row without being interrupted by landscaping.
- Landscaping parking lot islands shall meet the following requirements:
 - Each separate landscape area shall be a minimum of one hundred and thirty (130) square feet.
 - Each parking lot island shall be a minimum of nine (9) feet wide.
 - The island shall be two (2) feet shorter than adjacent parking spaces.
 - A minimum curve radius of nine (9) feet is required.
 - Each island shall contain at least one (1) tree.

Detention and Retention Ponds: For sites requiring detention or retention ponds, the following landscaping is required.

- To the extent possible, pond configuration shall be incorporated into the natural topography of the site. Where these requirements are not practical, the pond shall be shaped to emulate a natural formed 'free form' depression and shall be part of the natural landscape and open space system of the site.
- The edge of the pond shall consist of sculptured landforms to filter and soften views of the pond.
- Plantings shall replicate a natural environment. Trees and shrubs shall be clustered around the basin and contain a variety of plant material.
- Trees and shrubs should be planted in a natural pattern and are not limited to strict placement along the edge of the pond. Trees and shrubs planted below the water line of the pond must be tolerant of wet or moist soil conditions. The location of plant material shall be done in consideration of the need to provide access for a minimize disruption of plant material during routine pond maintenance.
- Plantings shall be provided a rate of one (1) canopy tree or two (2) ornamental trees and one (1) large shrub or two (2) small shrubs per fifty (50) linear feet of pond perimeter as measured along the top elevation of the pond bank.