



Terms of Reference

Landscape & Vegetation Plan

PURPOSE/DESCRIPTION

A Landscape Plan and/or Vegetation Plan lays out a site's physical, topographical and natural elements. Included information may include, but is not limited to, existing vegetation on the site, proposed landscaping elements and materials, grading and hard surface features, and stormwater management components.

RATIONALE

In Grimsby, development applications must meet the Town's landscape requirements. A landscape plan is required to demonstrate a proposed development's conformity with the applicable policies of the *Provincial Policy Statement*, Regional and Local Official Plans, *Niagara Escarpment Plan*, Conservation Authority Guidelines, regulations of Zoning By-laws and adherence to all other relevant urban design guidelines and standards as applicable.

A landscape plan that represents good planning should demonstrate how the proposed development enhances the overall aesthetic, the environmental sustainability, and the streetscape of the site, as well as the character of the surrounding area through comprehensive and functional design. Well executed landscaping plans aid in defining property boundaries, minimizing visual and noise impacts of inharmonious elements of the built or natural form through screening and buffering, and help to moderate summer and winter micro-climate conditions such as the urban heat island effect.

POLICY

Grimsby Official Plan Section 9.12 denotes complete application requirements.

WHEN REQUIRED

- Site Plan Control
- Official Plan Amendment
- Plan of Subdivision
- Plan of Condominium
- Heritage Permit
- Park, Trail or Open Space Site Plan (high-level) and subject to municipality discretion
- Or any other development application deemed appropriate by council or committee

QUALIFIED PERSONS

A landscape plan should be prepared by a qualified landscape or horticultural professional. The level of qualification required is dependent on the size and/or complexity of the development proposal and

design team composition, which will be discussed and determined at the time of the pre-consultation meeting.

CONTENT

A detailed plant list should be included, including the type of species, planting size, and details of the installation and implementation of features.

If possible and applicable, the relevant urban design guidelines from the Town of Grimsby or Niagara Region should be referenced for recommendations and best practices for landscaping. Depending on the size or complexity of the development proposal, a landscape plan and details may be a stand-alone drawing, or the information may be included on a site plan.

In either case, the following information is required:

General Items

All symbols and terms used for the Landscape Plan should be consistent with those specified by the Ontario Association of Landscape Architects (OALA).

- If necessary, measurement tools and techniques should be specified.
- Anything for Parkland or Open Space is subject to be designed by the municipality
- **Tip:** A combination of plans with explanatory text and diagrams provides staff with the best means of assessing the proposed development's landscaping elements.

Existing Site Elements

Location and descriptions (type, material, size and height) of:

- Heritage elements on site and preservation plan
- All existing plants/trees should be shown on the plan and inventoried (i.e., trees more significant than 1 metre at Breast Height) to be retained, relocated or removed.
- Exact location and type of tree protection measures for retained material.
- Methods to protect all existing landscaping during all phases of construction.
- All plants and trees within 5 m or a distance as determined by Town or Regional staff, of the proposed limit of development and/or alternation, including grading or vegetation removal.
- Details of how existing trees to be retained are to be protected during construction if a separate tree preservation plan is not provided.
- All existing features directly on site such as walkways, curbs, interior roads, parking lots, fencing, garbage enclosures, steps, ramps, retaining walls, slopes, berms, exterior lighting, all portable or permanent signage, benches, play equipment, planters, edgers, and including top of bank and watercourse features.
- All adjacent streetscape features – such as roadways (major or minor), cubs, ditches, street tree spaces, plant species, hydro poles, and adjacent property lines with land use
- All above ground utilities and storm water management feature (hydrants, utility access holes, water valves, storm water ponds, culverts etc.)

Landscape Design Elements

Location and descriptions (type, material, size, and height) of:

- Existing vegetation to be retained/preserved and the protection measures including all street frontages, public walkways, driveways, easements, storm water management ponds, parking lot and footpaths.
- Pedestrian and non-vehicular traffic walkways/linkages, including access points, elevations, connections to adjacent properties, accessibility elements etc.
- Any retaining walls, fences, stairs, berms, ramps, or other hardscaping elements that change the topography with the inclusion of spot elevations with maintenance plan
- All natural features including top of bank, watercourses, rock outcroppings with preservation plan and/or enhancements
- All hardscaped surfaced areas for example urban squares, walkways, parking areas etc.
- Above and below ground utilities, including lighting standards/features with a maintenance plan
- All proposed planting beds and sodded areas with proposed plantings with a maintenance plan
- Proposed outdoor storage identified, including permitted screening if required, height, walls, fences, and plantings around the storage area
- Garbage collection facilities, including screening and snow storage
- Parks, trails, and open space features
- Climate readiness initiatives and designs highlighted, and reasoning explained Recreation areas and their respective features, such as tennis courts, basketball courts, splash pads or swimming pools, playgrounds, and play equipment identified.
- Built features to such as bridges, shade structures, stairs, ramps etc.
- Identify the proposed bicycle parking in conformity with the applicable zone regulations
- Location of all outdoor and exterior building lighting with detailed specifications
- Show all curbing for asphalt driveways and wheel stops for all granular parking areas
- If any furniture such as benches, picnic tables, bollards, planters, edgers, water, features, etc. or light fixtures are proposed for the site they should be identified on the plan.
- Indicate all surface treatments – sod, seed, mulch, driveways, walkways, patios, etc.
- Proposed grades, finished first-floor elevations, existing grades along the property lines and elevations at the base of trees to remain
- Any other landscape element that contributes to site development or pedestrian amenities and connections

Existing Vegetation Protection and Tree Preservation Plan (when requested)

An **Arborist/Tree Preservation Plan** may also be requested in addition to the **Landscape Plan** or as a standalone report/plan. It must include the following basic information for all Town owned trees, all trees situated within protected areas and all private trees with a diameter of 30cm (measured 1.4m above ground) or greater including trees on the subject site or on adjacent property within ten meters of subject site:

- All property lines, abutting roads and existing and proposed buildings on the site and on adjacent lots (as applicable)
- Details of the existing tree species, size and condition.

- Details of any associated significant vegetation worthy of protection.
- Recommendations for tree protection.
- Details of preservation measures (during and after construction) and tree protection plan for all trees that are to be retained on site.
- Details of all trees intended for removal.
- Details of tree pruning (crown and roots).
- Location and dimensions of tree protection zones for all trees that are to be retained
- Location, size, number and species of existing trees to be retained/protected (including trees on adjacent properties within 10 metres the subject site's property/lot lines) and specific identification of retained trees
- Maintenance plan for newly planted trees, including information on the proposed volume of soil to be provided for these trees.
 - Tree protection plan notes for trees being protected including those in protected areas, adjacent to Town of Grimsby streets and roadways and Town-owned Parkland

Planting Plan General:

- Planting table that identifies the type of species, planting size, and details of the installation and implementation of said features. Planting size should meet the minimum planting size outlined in the Site Plan Control Guidelines.
- Spacing of plant material should account for the ultimate size and form of the selected species and purpose of planting whether it be for screening, shade, aesthetics, naturalizing, rehabilitation, etc.
- Any proposed planting is recommended to use a diverse variety of native and non-native deciduous and coniferous plant species that take into consideration the surrounding elements. Depending on the location planting material should be carefully chosen that considers:
 - year-round appearance;
 - seasonal variety;
 - context, compatibility with surrounding landscape(s);
 - hardiness (zones);
 - resistance to insects and disease;
 - individual/unique character (specimen materials);
 - maintenance requirements;
 - tolerance of plant materials to salt and other urban conditions.

Planting Plan Location and descriptions (type, material, size, and height) of:

- Proposed trees, shrubs & groundcovers
- Existing trees & shrubs to remain or transplanted, indicating size, species & condition
- Existing trees & shrubs to be removed, indicating size, species & condition
- Indicate existing surface treatment – sod, seed, mulch, etc.
- Planting details for the diverse types of planting conditions, including but not limited to proposed subgrade material and soil compaction within and surrounding planting areas if subgrades are not native material.
- Indicate dripline of trees on adjacent properties within 1m of property line.

- Irrigation systems for areas of high stress, such as planted islands
- Site boundaries, contours, and any natural features such as water courses or woodlots.
- Fencing details including type of fencing, pedestrian gates, and service access points.
- Planting details Snow storage area(s)
- All spot elevations along the property boundary and at the building corners, at the top and bottom of steps etc., as necessary to convey the intent of the grading plan.

Additional items to when appropriate:

- Sustainability / Low Impact Development
- Pedestrian Circulation
- Walkway Design / Requirements
- Stairway / Ramp Design
- Vehicular Circulation