



# CITY OF GROVELAND Water Conservation & Landscape Permit Application

Project Street Address: \_\_\_\_\_ Permit #: \_\_\_\_\_  
(Internal Use Only)

Project Description (Check appropriate box):  Irrigation Installation  Landscape  
Parcel ID#: \_\_\_\_\_ Alternate Key: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Irrigation Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Landscape Architect: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contractor Email Address: \_\_\_\_\_

## PROJECT INFORMATION

Subdivision Name: \_\_\_\_\_ Phase: \_\_\_\_\_ Lot #: \_\_\_\_\_

Cost / Value of Project: \$ \_\_\_\_\_ Lot Square Footage: \_\_\_\_\_

Applicants Signature \_\_\_\_\_ Date: \_\_\_\_\_

Applicants Printed Name: \_\_\_\_\_

**WARNING TO OWNER – Your failure to record a Notice of Commencement may result in your paying twice for improvements to your property. A Notice of Commencement must be recorded and posted on the job site before the first inspection. If you intend to obtain financing, consult with your lender or an attorney before commencing work or recording your Notice of Commencement. The owner and/or contractor have the sole responsibility of determining compliance with setbacks and non-encroachment of easements. If the City of Groveland determines the structure does not meet applicable setbacks or improperly encroaches on an easement, the owner is responsible for moving the structure(s) restoring the easement to its original condition, or otherwise making the structure comply with City setbacks and other land- use requirements. Permits expire 6 months after issuance. You are responsible for the completion of the permit, payment of Permit & Inspection fees and all Re-Inspection fees if applicable. Stamped plans do not provide exemption from City irrigation and landscape standards. Any deviation from City standards must be requested and approved in writing prior to installation.**

## PERMIT APPLICATION CHECKLIST

Please make sure the following documentation is attached to all permit application submittals:

- Completed Application
- City Irrigation Checklist/Affidavit
- Landscape and Irrigation Plans (by Landscape Architect)

## PERMIT PROCESS CONTACT INFORMATION

**Wilma Nicholas**  
*City of Groveland*  
 Water Conservation & Landscape Specialist  
 Cell Phone: 352-534-1949  
 Email: [Wilma.nicholas@groveland-fl.gov](mailto:Wilma.nicholas@groveland-fl.gov)



## City of Groveland Irrigation Checklist

Irrigation installation in accordance with City Code Chapter 133

Property Address: \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision: \_\_\_\_\_

**Documents that must be provided for permit issuance (Place X in each box that applies):**

Required Submissions	Yes	No
<b>Landscape drawing</b> (depicting beds/turf area)		
<p><b>Irrigation</b> The design primary consideration shall be water conservation. It must depict irrigation heads, spray coverage, zones, timer location, backflow preventer, bubblers above mulch, 8 ft diameter for canopy trees and all other components of the irrigation system in a clear and precise manor. The plan drawing shall include the lot address, number, design/architect/contractors name, address, and phone number.</p>		
<b>Landscape affidavit</b>		
<b>Irrigation affidavit</b>		

Criteria	Yes	No
A clear and accurate landscape and irrigation design plan must be submitted. This plan is to be approved prior to installation. The approved plan is to be what is installed at time of inspection. If any changes are made prior to inspection, a revised site plan is to be submitted for review and approval.		
Irrigation and Landscaping plans must contain the lot address and lot number as well as the name, address, and phone number of the design/architect/contractor.		
Use of Waterwise and Florida Friendly landscape measures with site-appropriate plants. Utilizing "Right Plant, Right Place" principles for new landscape. This means all canopy trees are to be a Grade 1 quality and planted in a suitable location and environment. (See Florida Tree Grades and Standards for Nursery Plants).		
No invasive exotic plant species are in the landscaped area.		
Use of organic mulch 2-4 inches deep in landscaped beds and around trees.		
All new irrigation permits will require a separate meter for irrigation.		
Turf shall be installed so that it is irrigated on a different zone than other landscaped areas.		
2,800 sq. ft of irrigated turf or less permitted per residential lot.		
A maximum of 40% of the pervious area (50% for existing/replacement turf) may be irrigated, excluding micro-irrigation and temporary irrigation for establishment but not more than 2,800 sq. ft. per residential lot.		
All irrigation systems shall include a rain sensor or other inhibiting or interrupting device or switch per F.S. 373.62.		
Sprays and rotors used shall be either pressure regulating emitters, or multi-stream (MP) rotors.		
Check valves shall be installed on all heads in lower-lying areas to eliminate low-head drainage.		
All emitters in rotor and spray zones shall have matched precipitation rates.		
All irrigation systems shall use zones, automatic timers, and backflow preventers – micro, sprays, and rotors should be on separate zones. Mixed zones do not usually meet matched precipitation rate requirement.		
Landscaped areas less than five feet in width shall incorporate micro- irrigation, if irrigated.		

All irrigation systems shall be designed to minimize overthrow on impervious surfaces.

**Criteria (Continue)**

**Yes No**

All plants are installed according to the *Florida Friendly Best Management Practices for Protection of Water Resources by the Green Industries*. The landscape installer must attest to this in the below affidavit.

Canopy trees shall be provided a minimum 75 square feet pervious planting area around the trunk with a minimum of 8 feet diameter area and circumference shall be specifically shown on plans. Code Sec. 133-38(4) Canopy Trees b.

We highly recommend including at least one micro-spray in a visible area in beds to indicate when the system is running for homeowners to minimize accidental overwatering. (Not Required)

**Irrigation Affidavit**

If a permanent in-ground irrigation system has been installed, it must have been installed per the design drawings and in accordance with the irrigation criteria. The irrigation system installer must attest and confirm by signing this document that the following items have been successfully completed.

Stamped plans do not provide exemption from City irrigation and landscape standards. Any deviation from City standards must be requested and approved in writing prior to installation.

**Item**

**Completed**

Sprinklers in low-lying areas (heads that are lower than the valve box) have check valves.

Precipitation rates for all sprinklers within a zone are matched.

A device with rain shut-off scheduling capabilities has been installed in an operable location and is functioning.

Plans contain all required information that is specific and clearly specified and will be what is installed.

**I hereby attest that all of the above items were completed by the undersigned or under the supervision of the undersigned person.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

## Landscape Affidavit

Landscape materials must be installed in accordance with the *Florida Friendly Best Management Practices for Protection of Water Resources by the Green Industries*. The landscape installer must attest and confirm by signing this document that the following practices have been followed.

Practice	Completed
Organic mulch was used and applied to a depth of 2 to 4 inches and kept <b>off</b> the tree root ball.	
Plans contain all required information that is specific and clearly specified and will be what is installed.	
No invasive exotic plant species are in the landscaped area.	

**I hereby attest that all of the above practices were completed by the undersigned or under the supervision of the undersigned person.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_