



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

KEVIN J. THIBAUT, P.E.
SECRETARY

DISTRICT 4 – 2022 CHECKLIST FOR LANDSCAPE PERMIT PLANS

GENERAL PLAN SHEET REQUIREMENTS

1. Please refer to Chapter 14-40.003 Highway Landscape Project for the requirements to submit a complete set of landscape plans to be reviewed for approval. Online Reference: [https://www.flrules.org/gateway/RuleNo.asp?title=HIGHWAY BEAUTIFICATION AND LANDSCAPE MANAGEMENT&ID=14-40.003](https://www.flrules.org/gateway/RuleNo.asp?title=HIGHWAY%20BEAUTIFICATION%20AND%20LANDSCAPE%20MANAGEMENT&ID=14-40.003).
2. The District Landscape Architect Bann Williams, PLA can be consulted during preparation of landscape plans. Please refer any questions or requests for additional information to David Lockmiller, PLA, 954-777-4142 or david.lockmiller@dot.state.fl.us.
3. Plans must be prepared, signed, and sealed by a person who meets the requirements of chapter 481, part II, F.S.
4. Per Chapter 14-40.003 plans must be drawn to scale, exhibiting an accurate and legible representation of existing conditions (above and below ground), and all proposed work. Plans must contain a graphic scale, north arrow and formatted for an 11" x 17" plan sheet. Also, text will need to remain legible when reduced to the 8 ½" x 11" format for the Landscape Maintenance Memorandum of Agreement (MMA) document.
5. Plans must reference the state road number and local street names. Plans must also include and label the curbs, edge of pavement, pavement marking showing travel lanes, guardrails, right-of-way fence and/or right-of-way lines, sidewalks, intersections, median breaks, driveways, bike lanes, transit facilities, signs, view zones of permitted outdoor advertising signs, lighting, traffic signals, other traffic control devices, drainage features, limit of clear sight, lateral offset and/or clear zone limits, benches, trash receptacles, fire hydrants, existing off site features and conditions which affect or are affected by the project, easements, above and below ground utilities, and all existing vegetation.
6. Provide a location map identifying the nearest major/significant intersection.
7. Plans must contain a graphic scale and north arrow with standard orientation on each plan sheet.
8. When available provide the FDOT Landscape Permit Number on all plan sheets in the lower right corner.
9. Label the limits for proposed work within the FDOT right-of-way with Milepost references: "Begin Project MP XX.XXX" (south end) and "End Project MP XX.XXX" (north end) or "Begin Project MP XX.XXX" (west end) and "End Project MP XX.XXX" (east end).
NOTE: Please email an 11"x17" PDF of the landscape plan(s) to David Lockmiller, PLA, david.lockmiller@dot.state.fl.us. The Project Limit Mileposts will be provided by the FDOT.
10. If a sidewalk is present, indicate if it is proposed or existing and the material used for the construction of the sidewalk. In locations where the FDOT sidewalk is relocated outside of the right of way an easement will be required.
11. Permit projects are not FDOT constructed; therefore, Pay Items are not required to be included on the Tabulation of Quantities/Plant Schedule sheets.
12. Provide on all relevant plan sheets "Sunshine One Call" informational note to be contacted prior to any type of excavation work.
13. Show and identify all existing trees and palms within the State Road right of way. Provide where necessary for existing trees and palms to remain the delineation of the Tree

Protection Barricade on the plan. Add the following reference note “Tree Protection Barricade installed within the FDOT right of way per Standard Plans Index 110-100 Tree Protection and Preservation.

Online Reference:

<https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/design/standardplans/2022/idx/110-100.pdf?> “

14. If a minimal number of trees or palms are to be removed from the FDOT right of way, it may be adequate to provide just a Tree Disposition Chart per FDM 323 Exhibit 323-4. Show on the plan existing trees, palms and shrubs indicating if they are to remain, to be relocated, or to be removed within the FDOT right of way. Also, for reference purposes show any existing trees and palms abutting the outside of the right of way.
15. For project sites with a more extensive existing trees or palms to be removed within the FDOT right of way a Tree Disposition Sheet and Tree Disposition Chart per FDM 323 Exhibits 323-3 and 323-4 will be required. Show on the plan existing trees, palms and shrubs indicating if they are to remain, to be relocated, or to be removed within the FDOT right of way. Also, for reference purposes show any existing trees and palms abutting the outside of the right of way.
16. If this project is within the area of an existing Landscape Maintenance Agreement. The FDOT prefers that priority be given to relocating existing trees and palms within the project limits of the roadway corridor right of way. If this cannot be accommodated, the trees and palms may be relocated elsewhere within the local maintaining agency’s jurisdiction. Provide written documentation from the agency that the trees will be relocated and the proposed location for review and approval by FDOT. Also, provide a note on the plan as to what action will be implemented.
17. The FDOT does not permit Category I or II invasive plants to be planted or relocated on FDOT right of way. Online reference: <https://floridainvasivespecies.org/index.cfm>
18. If Lantana is specified, verify that Lantana “cultivar” is a sterile variety; non-sterile Lantana varieties are not permitted on the FDOT right of way. Some sterile varieties are New Gold, Sunburst, Cowboy.
19. Indicate if grass areas are existing or proposed as a part of this project.
20. Median and shoulder areas that do not meet the FDM 215 Roadside Safety Clear Zone Width or Lateral Offset may be planted with frangible trees or palms. At maturity, a frangible tree or palm trunk must measure 4” or less in diameter, measured at 6” above grade. Frangible trees or palms cannot be placed within special areas limited to ground cover plants per FDM 212.11.6, Figure 212.11.2. However, median areas that can only be planted with frangible trees or palm, but that are in the limit of clear sight will have to be installed with a minimum clear trunk so that no portion of the canopy is within 5.0 feet above the sight line datum per FDM 212.11.6.1, Figure 212.11.3 and may be placed on 20’ centers per FDM 212.11.6.1, Table 212.11.3.
21. Trees planted near FDOT structures or roadways must be highly wind resistant. This is to prevent FDOT Facilities from being obstructed by fallen trees following a storm with heavy winds. During emergency situations, the FDOT’s priority is to maintain the roadways clear for traffic movement of emergency response vehicles. Please refer to the University of Florida publications “*Selecting Tropical and Subtropical Tree Species for Wind Resistance*” available online at the following link: <http://edis.ifas.ufl.edu/pdffiles/FR/FR17500.pdf>. If there is a tree/palm you wish to propose that is not listed in the publication, you may submit a written request to Bann Williams, PLA the District Landscape Architect. Include the species, size, quantity, and the justification asking for an exception.

Send to: Edward.Williams@dot.state.fl.us.

FDOT SAFETY DESIGN REQUIREMENTS

1. Verify and indicate the Roadway Design Speed on the cover sheet or applicable plan sheet. This is typically different than the posted speed limit. If assistance is needed, please contact David Lockmiller, PLA, 954-777-4142 or david.lockmiller@dot.state.fl.us.
2. Per Design Manual Chapter 212.11 provide the Limit of Clear Sight line for intersections, driveways, median openings, and channelized median openings. Reference the FDOT Design Manual Chapter 212 Intersections Online Reference:
<https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/roadway/fdm/2022/2022fdm212intersections.pdf?>
NOTE: Design Manual Chapter 212.11.3 Limit of Clear Sight does not apply at signalized intersections that do not go into flashing mode operation (except for right turn on red). Provide written confirmation for the signalization of the intersection from the governing traffic operations agency. Label all intersections that are signalized and that do not go into flashing mode as “Signalized Intersection (Full Operation 24/7, Non-Flashing)”. If right turn on red are permitted from any approach leg, then provide the appropriate departure sight triangle to the left.
NOTE: Show the full limit of Clear Sight line from the beginning of the intersection for the roadways or driveways to the terminus on the travel way with dimensions. This can be a separate reduce exhibit, but the Clear Sight line must still be shown on the Landscape Plan.
NOTE: Provide on the plan the existing roadway pavement marking for the travel lanes, bike lane and crosswalks.
NOTE: Provide a label for the Limit of Clear Sight line with the following information: “Limit of Clear Sight Line dx= XXX’ (or) d=XXX’ per FDM Chapter 212, Exhibit 212-X, Design Speed XX MPH”. Also provide the 14.5’ dimension from the edge of the travel way to the origin of the Limit of Clear Sight Line.
NOTE: Driveways that are right turn only with a closed median will only require the Limit of Clear Sight Line to the left. Therefore, the Limit of Clear Sight Line to the right is not necessary to be shown. If listed in the exhibit table, the dv=XXX’ is permitted to be used for the Limit of Clear Sight Line for right turn only or one-way streets.
NOTE: All understory plant material within the Limit of Clear Sight is restricted to the use of ground cover which at maturity does not attain a height greater than 18” below the sight line datum.
NOTE: The origin of Limit of Clear Sight Line is 14.5 feet from the edge of traveled way. The traveled way is the portion of the roadway for the movement of vehicles, exclusive of shoulders and marked bicycle lanes. Therefore, the paved shoulder and marked bicycle lane can be included within the 14.5 feet. The terminus is the center of the closest travel way lane from the left and right.
3. Per FDOT Design Manual (FDM) Chapter 212.11.6, Figure 212.11.2 Special Areas Limited to Ground Cover, do not place trees, palms or shrubs (mature height greater than 18” below the sight line datum) within the hatched-out areas as shown in Figure 212.11.2. The hatched-out area is for ground cover only. For all planting areas located at the median terminus provide a dimension labeled “100’ Area Limited to Ground Cover Plants” or “200’ Area Limited to Ground Cover Plants”.
4. Demonstrate that the plans are compliant with the FDOT safety criteria by showing all Clear Zone Setbacks and Lateral Offsets by drawing a dashed line parallel to the travel lane or face of curb with a dimension and label per the FDOT FDM 215.2.3 Clear Zone Concept, Table 215.2.1 Clear Zone Width Requirements for paved shoulder roadways and/or the FDM 215.2.4 Lateral Offset, Table 215.2.2 Minimum Lateral Offset Criteria for curb roadways.
Online Reference:

<https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/roadway/fdm/2022/2022fdm215roadsidesafety.pdf?>

5. Provide a minimum planting horizontal offset from structures and vertical clearance, as required by the FDOT Maintenance Rating Program:
 - a. Bridge = 5' Horizontal Clearance
 - b. Guardrail = 5' Horizontal Clearance
 - c. Chain link Fence = 5' Horizontal Clearance
 - d. Sidewalk = 8.5' Vertical Clearance
 - e. Roadway = 14.5' Vertical Clearance

Online Reference: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/maintenance/rdw/mrp/mrphandbook2021.pdf?sfvrsn=109c072_2

Please provide the following heading, notes and online references on the appropriate plan sheet that are only applicable to the project being submitted.

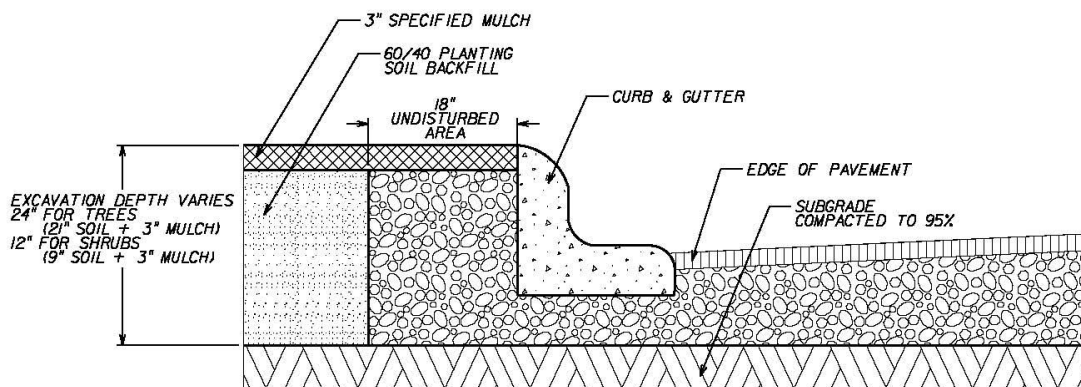
FDOT GENERAL NOTES

1. GOVERNING STANDARD PLANS:
Florida Department of Transportation, FY 2021-22 Standard Plans for Road and Bridge Construction and applicable Interim Revisions (IRs) are available at the following website:
<https://www.fdot.gov/design/standardplans>
2. GOVERNING STANDARD SPECTIFICATIONS:
Florida Department of Transportation, January 2022 Standard Specifications for Road and Bridge Construction at the following website:
<https://www.fdot.gov/programmanagement/implemented/specbooks>
3. Contractor shall repair all damage done to the FDOT property during demolition, relocation &/or installation activities at his sole expense.
4. Any plant material substitution within or impacting the FDOT Right of Way whether requested by the Contractor, Owner, Landscape Architect or other will need to get approval from the FDOT District Landscape Architect.
5. **(DO NOT USE THIS NOTE if this project is NOT proposing to use Patterned Pavement within the right of way).** Patterned Pavement installation shall comply with current FDOT Standard Specification 523. Friction testing will be required at intervals in accordance with FDOT FM 5-592, ASTM E274, or ASTM E1911. All costs for friction testing within the travel way are the responsibility of the AGENCY.
Online Reference: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/implemented/specbooks/january-2022/january2022-ebook.pdf?sfvrsn=752d1333_4
6. **(DO NOT USE THIS NOTE if this project is NOT proposing to use Architectural Pavers within the right of way).** Architectural Pavers installation for sidewalks and/or driveways within the FDOT right of way shall comply with current FDOT Standard Specification 526.
Online Reference: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/implemented/specbooks/january-2022/january2022-ebook.pdf?sfvrsn=752d1333_4
7. Ownership of all suitable excavated materials, as determined by the Department, shall remain in the Department until a final acceptance of the permitted project is fulfilled. Excavated materials shall be hauled by the Permittee, at their cost & expense from the site to the **(Choose the Operation Center that is applicable to this project)** Broward Operations Center (or) Palm Beach Operations Center (or) Treasure Coast Operations Center or stockpiled in those areas as directed by the Department, including asphalt millings.

Please provide the following heading, notes and online references on the appropriate plan sheet that are only applicable to the project being submitted.

FDOT PLANTING NOTES

1. For the portion of landscape plant material that will be installed within the FDOT Right of Way, landscape installation shall comply with current applicable FDOT Maintenance Specification 580. Online Reference: https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/programmanagement/maintenance/jan22/ssm580000wd-122.pdf?sfvrsn=414b7013_2
2. For the portion of landscape plant material that will be installed within the FDOT Right of Way refer to the FDOT Standard Plans Index 580-001 Landscape Installation. Online Reference: <https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/design/standardplans/2023/idx/580-001.pdf?>
3. **(DO NOT USE THIS NOTE** if this project's soil is in good condition and does not need to be amended. To determine if the following note should be used it is recommended that you verify the existing soil conditions within the right of way to be planted prior to finalizing your construction documents.) In all planting areas, soil material shall be suitable for plant growth. The organic matter content of the soil layer shall be a minimum of 2.5%, a maximum of 10% and have a pH value of 5.5 or greater and less than or equal to 7.0. Planting areas where the existing sub-grade is found to be unsuitable soil or compacted road base, will need to be replaced with amended planting soil, as follows:
 - a. Contractor shall preserve a continuous band of undisturbed compacted sub-base 18" from the back of curb (See Detail below).
 - b. Contractor shall insure that all unsuitable soil including concrete, pavement, road base, stones over 3" diameter and all construction debris, is removed from areas to be planted and replaced with specified planting soil, e.g., 60% sand and 40% muck.
 - c. Areas to be planted with shrubs and/or ground covers: remove compacted soil to a depth of 12" and replace with specified planting soil. Planting soil shall come up to 4" from top of curb, reserving space for 3" compacted mulch and 1" clear from top of curb.
 - d. Planting pits for trees and palms: remove compacted soil within the area of each planting pit to a depth of 24" from the top of curb. Planting soil shall come up to 4" from top of curb, reserving space for 3" compacted mulch, and 1" clear from top of curb.



4. Cypress Mulch is not permitted on the FDOT right of way. Mulch permitted to be used are

Hardwood Mulch (containing no Cypress products), Recycled Mulch or approved equal, certified by the Mulch and Soil Council (MSC). Submit proof of certification to the FDOT District Operations Permit Landscape Inspector upon inspection.

5. Sodded areas will be in accordance with Standard Plans Index 570-010 and Standard Specifications Sections 570, 981, 982, 983, 987 of the Department's latest edition of Governing Design Standards and Standard Specifications. All disturbed areas will be sodded within one (1) week of installation of said permitted work.

IRRIGATION PLAN SHEET REQUIREMENTS

1. Irrigation system and its water source must be indicated for proposed landscape.
2. Irrigation plans need to indicate water connection points and electrical connection for proposed controllers and pumps. The FDOT must be provided 24-hour emergency access to the water source.
3. Verify that above-ground irrigation items such as backflow preventers, pumps and controllers are not located within the Horizontal Clearance Zone.

Please provide the following heading and notes on the appropriate plan sheet that are only applicable to the project being submitted.

FDOT IRRIGATION NOTES

1. The irrigation system shall use the lowest quality water available which adequately and safely meets the water needs of the system. Storm water, reclaim water, or grey water irrigation shall be used whenever possible.
2. The FDOT requires 24-hour emergency access to water source.
3. Contractor shall provide the FDOT District Operations Manager with a set of "As-Built" irrigation plans.
4. **(DO NOT USE THIS NOTE if this project is NOT proposing to use irrigation under the roadway).** Sleeving must be 36" below the roadway. Verify with the FDOT Maintenance that sleeving/directional bore is permitted at time of proposed installation. A newly resurfaced road cannot be disturbed for 5 years.
5. **(DO NOT USE THIS NOTE if this project is NOT proposing to use irrigation under the roadway).** Permittee's representative & the FDOT Inspector must be on site during all boring activities. Upon completion of the boring activities, Permittee shall provide all documentation to be in accordance with the FDOT Standard Specifications, Section 555 or 556, whichever is applicable.
6. **(DO NOT USE THIS NOTE if this project is NOT proposing to use irrigation under the roadway).** Permittee's contractors that are performing directional drilling and/or jack and bore activities shall provide the Department (Permits Office) proof of a proper state contractor's license and certificate of liability insurance prior to any commencement of permitted work.
7. **(DO NOT USE THIS NOTE if this project is NOT proposing to use irrigation under the roadway).** Permittee will ensure that all locates have been performed prior to scheduling of any boring activities. This shall include soft digs to verify vertical & horizontal alignment.
8. **(DO NOT USE THIS NOTE if this project is NOT impacting existing irrigation).** Should the existing irrigation system not be functional for the time during construction, ensure that measures are taken to water the existing plant material and sod. This may include portions of the landscape areas outside the renovation area depending on how the system is zoned.
9. **(DO NOT USE THIS NOTE if this project is NOT impacting existing irrigation).** Note that 100% coverage must be achieved in the landscape areas where existing irrigation modifications occur.
10. **(DO NOT USE THIS NOTE if this project is NOT impacting existing irrigation).** To ensure the entire existing irrigation system is restored to fully functional condition, the contractor

and maintaining agency are to perform a pre-construction visual inspection and performance test to document the condition of the existing system. Any repairs that are required to the existing system to remain will be performed by the maintaining agency prior to construction. Any existing or proposed components that are damaged during construction or the warranty period will be the responsibility of the contractor. The entire system must be restored to the same condition it was in before the start of construction.

NOTE: If an underground automatic irrigation system **will not** be provided do not use FDOT Irrigation Notes 1 through 10. Instead develop a note(s) that will indicate the watering method proposed during the establishment period and include with the FDOT Landscape Notes.

OUTDOOR ADVERTISING PLAN REQUIREMENTS - PLAN SHEETS

Provide on the Landscape Plan the location of all legally permitted outdoor advertising signs (billboards). No proposed vegetation shall be planted within the view zone that will currently or in the future screen such sign from view. A view zone is located within 1,000 feet of the sign, measured along the edge of pavement perpendicular from each billboard face. The view zone is 500' for speed limits over 35 miles per hour and 350' for speed limits 35 mph or less and may be negotiated with the sign owner at any time; however, the default view zone is the first 500', or 350' (based on speed limit), unless an alternative view zone has been previously agreed upon and documented. Outdoor Advertising online Reference: <http://www.dot.state.fl.us/rightofway/VegetationManagement.shtm>

MAINTENANCE AGREEMENT

Any non-standard FDOT component specified on FDOT right of way in addition to trees, palms and sod, such as but not limited to installing shrubs, groundcover, hardscape, site furnishings, landscape accent lighting, and/or an irrigation system will require an executed Landscape Maintenance Memorandum of Agreement (LMMOA) prior to final permit approval for this project. Please contact Christine McKay, 954-677-7897 or Christine.McKay@dot.state.fl.us for the MMOA process, submittal requirements and document template.

The FDOT can only execute an agreement with the local governing Agency. The property owner may also need to enter into a separate maintenance agreement with the Agency.

If the Agency will not agree to executing the FDOT MMOA the previously listed non-standard components cannot be installed within the FDOT right of way.

When the plans have received final landscape plan review approval, the permit cannot be issued until the MMOA process has been completed and executed. Please be aware that the MMOA process can involve several months depending upon the Agency before the FDOT can provide the final executed Landscape MMOA document.

If you have any questions please contact David Lockmiller, PLA at 954-777-4142 or david.lockmiller@dot.state.fl.us .