
Appendix A

Checklist for Installation Audit of Xeriscapes

**FX XERISCAPE INSTALLATION AUDIT
UTILITY/DEMONSTRATION _____**

NAME _____
ADDRESS _____

PLEASE ATTACH THE FOLLOWING WITH THIS FORM WHEN REQUESTING A REBATE:
readable invoices, before and after photos, labor record, invoice/discount worksheet, irrigation design, landscape design with installation changes indicated, installation checklist and any other documents not yet received (such as a completed survey or signed agreement).

TASK	RESPONSE
1. New Start or Retrofit? (Circle one)	
2. Date installation actually finished for water meter purposes	/ /
3. Date rebate request received from homeowner	/ /
4. Installation audit completed satisfactorily? (Note comments below)	Yes No
5. Invoices received, reviewed for appropriateness and duplicity?	Yes No
6. Evidence of proper soil amending from the invoices? (Approx. 3 cu. yds./1000 SF of plants) Comments:	Yes No Unknown
7. Invoice/discount worksheet received, reviewed for completeness with invoices, and total audited?	Yes No
8. Labor record received?	Yes No
9. Before and after installation pictures received and reviewed for appropriateness?	Yes No
10. Irrigation design received?	Yes No
11. Total landscape measurements, Xeriscape design revisions and non-Xeriscape makeup documented?	Yes No
12. \$100 commitment check and signed agreement received?	Yes No
13. Completed survey received?	Yes No
14. Total SF Xeriscaped = _____ SF Total SF of landscape = _____ SF	
15. Rebate requested	\$
16. Did labor and installation costs include the non-Xeriscape part? YES NO UNKNOWN Comment on the breakdown between the Xeriscape and non-Xeriscape bills and labor:	
Comments:	

Completed by _____ Date _____

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Completed by _____ Date _____

HOMEOWNER NAME _____

ADDRESS (street/city/zip) _____

Mark all installation changes to the Xeriscape design on the planting plan. Take exact measurements of all hydrozones and hardscape in the entire landscape. It may be necessary to sketch out the non-Xeriscape part of the landscape if it was not included in the design. Return the revised planting plan with the rebate request.

Xeriscape portion of the landscape

- 1) Hydrozones should be identifiable and structured according to the design plan. The size of the Xeriscape and the individual hydrozones are required.
 - a) Make measurements determining the areas of the high, moderate and low water use zones in square feet. (If the exact Xeriscape area is known, you can calculate the area of one hydrozone by knowing the area of the other two zones and subtracting).

_____ SF high water zone _____ SF moderate water zone _____ SF low water zone

_____ SF total Xeriscape

- b) Does the Xeriscape cover all the landscapable area? YES NO

- c) Hydrozone sizes are within the guidelines?
 YES NO UNKNOWN VARIANCES _____
 (60-70% Xeriscape: 25-33% high, 25-40% moderate, 25-40% low/none;
 30-40% Xeriscape: 40-50% high, 20-35% moderate, 20-35% low/none)

- d) Plants (including high-water-use turf) are installed according to the design plan (for each hydrozone and within each hydrozone) or in cases of substitutes, plants selected are appropriate for the hydrozone and local microzone plant (mature) sizes.
 YES NO UNKNOWN VARIANCES _____

- e) The number of plants and the spacing of the plants in each hydrozone is appropriate (spaced no less than one times the mature plant spread within plant groupings).
 YES NO UNKNOWN VARIANCES _____

- 2) Non-turf plants should have mulch cover. Check that mulch has been applied appropriately.
 - a) Covers bare ground? YES NO UNKNOWN VARIANCES _____

- b) Mulch is 3-5" deep? YES NO UNKNOWN VARIANCES _____

- c) Type of mulch used?
 BARK CHIPPER STONE GRASS CLIPPINGS OTHER _____

- 3) The irrigation system must be appropriate for the Xeriscape demonstration.
 - a) Type installed? AUTOMATIC (clock) MANUAL (hose drag)
 - b) Is the irrigation system appropriate for the Xeriscape demonstration? YES NO UNKNOWN

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- 3) Circle which watering systems apply:

c) Plant beds

1. Drip
2. Soaker hose
3. Above ground spray
4. Underground spray
5. Nonautomatic hose
6. Other (describe) _____

d) Turf

1. Drip
2. Soaker hose
3. Above ground spray
4. Underground spray
5. Nonautomatic hose
6. Other (describe) _____

4) Retrofits may have up to 1/6 of the Xeriscape in pre-existing plants.

a) How much of the Xeriscape area is in pre-existing plants (don't forget to add area by trees)?
_____ SF

b) Is the pre-existing area less than or equal to 1/6 of the Xeriscape area? YES NO UNKNOWN

c) Do the pre-existing plants conform with the design (e.g., mulch applied, water use appropriate for the hydrozone, surrounding plants appropriate for shading caused by pre-existing plants)?
YES NO UNKNOWN VARIANCES _____

5) Some Xeriscapes will have hardscape.

a) Determine the area of the hardscape not including attached decks and large non-planted areas like dog runs and large play areas like volley ball courts. _____ SF

b) Is the hardscape installed according to the design?
YES NO UNKNOWN VARIANCES _____

6) Determine the area of the Xeriscape that slopes at 15-30% grade. _____ SF
(Measure along the lay of the land. Slope determined by rise/run).

7) Determine the area of the Xeriscape that slopes at greater than 30% grade. _____ SF
(Measure along the lay of the land. Slope determined by rise/run).

8) Provide the index representing exposure of the Xeriscape to high winds according to the following . Ratings are **1 for low, 2 for moderate, and 3 for high**. A low setting would apply to conditions where a home is located within others and there is some protection such as a hedge. The moderate setting would apply to conditions such as a new start landscape that is located among other new homes, or a retrofit that borders an open area that routinely allows moderate winds. A high setting would apply to a new landscape that has little or no protection from other homes or barriers, and is therefore readily and perhaps frequently exposed to high winds (for example, home borders an open field or sits on a high point). _____ Exposure Index

9) Does the Xeriscape scheme and installation appear to properly address drainage concerns?
YES NO UNKNOWN VARIANCES _____

10) For submeter installation cases, has the submeter been installed?
YES NO NOT APPLICABLE UNKNOWN VARIANCES _____

11) For submeter cases only, is the submeter readout accessible to the meter reader?
YES NO NOT APPLICABLE UNKNOWN VARIANCES _____

12) Comments and concerns:

Non-Xeriscape portion of the landscape:

If the answer to question 1b is yes, the Xeriscape covers all the landscapable area, then questions 13 through 21 can be ignored. Otherwise, please provide the information requested.

13) Is the non-Xeriscape part of the landscape completed? (If not, it must be completed by 10/31/98 or a submeter installed before a rebate can be authorized.) YES NO SUBMETER INSTALLED

14) Determine the area of the non-Xeriscape portion of the landscape. _____ SF

15) Determine the high-water-use (turf and vegetable garden) area of the non-Xeriscape landscape.
 _____ SF UNKNOWN

16) Determine the hardscape area of the non-Xeriscape landscape. _____ SF

17) Determine the plant area other than high-water-use turf and vegetable garden (can use Q. 14, 15, and 16 to determine answer). _____ SF

18) Determine the area of the non-Xeriscape that slopes at 15-30% grade. _____ SF
 (Measure along the lay of the land. Slope determined by rise/run).

19) Determine the area of the non-Xeriscape that slopes at greater than 30% grade. _____ SF
 (Measure along the lay of the land. Slope determined by rise/run).

20) Describe the type of irrigation system(s) in the non-Xeriscape part of the landscape:
 AUTOMATIC MANUAL COMBINATION

- a. Drip (where) _____
- b. Soaker hose _____
- c. Above ground spray _____
- d. Underground spray _____
- e. Nonautomatic hose _____
- f. Other (describe) _____

21) Did labor and installation costs include the non-Xeriscape part? YES NO UNKNOWN

General Questions for All Properties:

22) Determine the total landscapable area (consider Q. 14 and 1a). _____ SF

23) Determine the shadiness code for *the entire landscape* at midday. The code is designed to estimate the amount of shade created by plant materials and hardscape at midday, ignoring shade created by the house. Enter 0, 1, 2, 3 or 4 to describe the % of shading based on the following: 0=0%, 1 =>0 to 25% shade, 2 =>25 to 50% shade, 3 =>50 to 75% shade, 4 =>75% shade (in all cases, ignore shade created by the house). _____ Shadiness Code

24) Determine the shadiness code for *the entire landscape* at 5 pm local time (see Q. 23). _____ Shadiness Code