CORVALLIS
ENHANCING COMMUNITY LIVABILITY

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CITY OF CORVALLIS
*** CUSTOMER RECEIPT ***
Oper: FINANCE Type: FD Drawer: 1
Date: 11/04/08 00 Receipt no: 78038

Description	Quantity	Amount
DZ	CD-PERFORMANCE GUARANTEE 1.00	$562.50

PONZA CONSTRUCTION

Tender detail

CK CHECK	2982	$562.50
Total tendered		$562.50
Total payment		$562.50

Trans date: 11/04/08 Time: 8:51:26

MEMORANDUM

TO: **FINANCE DEPARTMENT**

FROM: **DEVELOPMENT SERVICES** K.R.

DATE: **10-31-08**

RE: **LANDSCAPE/SIGNIFICANT VEGETATION PERFORMANCE GUARANTEE**

Please accept the attached check to satisfy performance guarantee. The following information applies:

Payment Type Code: DZ
Project No.: 220084
Case No.: BLD08-00967/ LND08-00013
Development Name: 4140 Circle – Single Family Dwelling

In accordance with Chapter 4.12.60.k of the Land Development Code (LDC), the applicant has provided a cash deposit in the amount of $562.50 to satisfy the performance guarantee for landscaping and irrigation. This financial surety will be held five (5) years from the date of acceptance. This guarantee will expire on 10-31-2013 and will be inspected prior to release to ensure the three (3) mitigation trees have been successfully established. This amount was calculated with utilizing the following methodology:

Three (3) Oregon white oak (Quercus Garryana) shall be planted per the approved Significant Vegetation Management Plan. The following outlines the breakdown for the trees, labor and monitoring:

100.00(1.25) = $125.00
100.00(1.25) = $125.00
100.00(1.25) = $125.00
150.00(1.25) = $187.50
Total Deposit $562.50

***FIVE*-Year Landscaping Financial Guarantee – Performance Guarantee Deposit**
Permit # / Project Name: BLD08-00967 / Lnd08-00013 4140 Circle – Single Family Dwelling
Date of Inspection
Date of Installation Acceptance 11/04/2008
Five-Year Expiration Date 11/04/2013

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1. **Compliance with LDC Coverage Requirements** – LDC landscaping criteria are reviewed by the landscape designer and incorporated into the landscape plans, which are to be submitted with the building permit application. Note: A standard of special note is that the choice of plant species, initial size, and spacing needs to achieve 90% plant coverage in 3 years (LDC Section 4.2.20.a.3).
2. **Landscape Plan Approval** - City approval of Landscape and Irrigation Plans is required. Associate Planner assures that the plans comply with applicable Land Development Code provisions. A copy of the approved plans is stamped approved and kept with the Building Permit plans, and an approved stamped copy is provided for the applicant.
3. **Landscape Installation Bid** - The applicant will need to obtain City approval of the actual Landscape and Irrigation Installation Bid obtained from a certified landscape contractor and/or licensed landscape architect. The bid provided will be a line item bid so cost can be verified for use in bonding for installation and/or maintenance. The bid shall include cost of plant materials, sprinklers, soil, etc. with labor identified separately from material cost. Ground cover, irrigation, and bark can be estimated in cost per square foot. Drainage solutions for hydric soils, hillside development, etc. are required.
4. **Landscape Installation Acceptance** - The developer will request a landscape & irrigation inspection once installation is complete, by following the City's inspection request process. City staff will meet on site with the applicant and landscape contractor to inspect the installation. Sprinklers will be activated and, if needed, notes are made about irrigation or landscaping items that will need to be addressed prior to acceptance. Once the project complies with the Conditions of Approval and Land Development Code provisions and plants are found to be healthy and capable of meeting the 90% standard, an inspection approval form is delivered to the applicant. Following receipt of this form, the City can authorize initiation of the 3 year maintenance bond (see below).
5. **Landscape Maintenance Bond** - Prior to Final Acceptance, a 3 yr financial guarantee is required (LDC Section 4.2.20.a.3). For stormwater systems and water quality facilities, a maintenance plan is required regardless of guarantee.

   PERFORMANCE STANDARD - Landscape areas will have 90% plant coverage at the end of the 3 year maintenance period. If this coverage standard has not been met, then larger and more frequent plantings may be required or poor drainage and/or irrigations situations resolved in order to help achieve the standard. In addition, it should be noted that the developer shall be responsible for all improvements or other actions that may be needed during the 3 year period to assure the landscaping is healthy during this time frame.
6. **Landscape Bonds (Installation and Maintenance)**
   a. **City Staff Calculates Bond Amounts** - Prior to bond submittal, the City will calculate the amount of the bond and inform the applicant of this amount. The City's calculations will be as follows:

MAINTENANCE BOND =	**Approved Landscape Installation Bid**	**$**
	50% Bid Amount	**$**
	Admin. (add 20% of 50% Bid Amount	**$**
Total Performance Guarantee Amount	**$ 562.20**	

   b. **Submitting Bond in City Format** - Applicant (or designee) submits bond documents to the Development Services Division for City Attorney signature using the bond template provided by the City. Landscape bonds are required prior to issuance of the Certificate of Occupancy, so it is prudent to plan adequate time to complete the above process.
7. **Release of Financial Guarantee** – One month prior to the Three-Year Expiration Date noted above, the Associate Planner shall submit, in writing to the applicant, a request for a Three-Year Status Report. The applicant is required to submit the report, prepared by a licensed arborist or licensed landscape contractor, that verifies that the 90% ground coverage rule has been achieved, either by successful plantings or by the installation of replacement plantings. Once this report has been submitted and approved by the Associate Planner, the financial guarantee can be released.

Attachments: *Inspection Forms, Bond, Bid Materials*