

**APPENDIX C -CERTIFICATE OF COMPLETION - Page 1 of 4**

See ordinance # 1362 Section 14.05.051, Section14.05.052, and Section14.05.061 for details on how to comply with the Certificate of Completion. This certificate is completed by the project applicant upon installation at the final field observation of a landscape project. Please complete all sections below

**SECTION A. PROJECT INFORMATION**

Date \_\_\_\_\_

Project Name & LSP # \_\_\_\_\_

Project Applicant \_\_\_\_\_

**Project Address and Location**

Street Address		Parcel Number
City		Tract or Lot Number or LSP #
State	Zip Code	Latitude/Longitude (optional)

**Please answer the questions below:**

1. Did you submit a Landscape Documentation Package to the City of Palmdale?  Yes  No
2. Was your Landscape Documentation Package approved by the City?  Yes  No
3. When were you issued a permit or approval for the plan check or design review?  
Date: \_\_\_\_\_
4. Did you submit the Water Efficient Landscape Worksheet (including the Water Budget Calculations) to your local retail water purveyor?  Yes, Date \_\_\_\_\_  No

**SECTION B. FINAL INSPECTION**

Please use this checklist to verify the following has been completed:

<input type="checkbox"/>	The preliminary field observation of the irrigation system or plumbing, prior to backfilling, is completed. Date of preliminary field observation: _____
<input type="checkbox"/>	Date of final field observation by project applicant: _____
<input type="checkbox"/>	The plant materials are installed as specified
<input type="checkbox"/>	The Irrigation system is designed as specified.
<input type="checkbox"/>	If applicable, the dual distribution system for recycled water is installed as specified.
<input type="checkbox"/>	There is minimal run off or overspray from the irrigation system.
<input type="checkbox"/>	The irrigation schedule is submitted for the plant establishment period.
<input type="checkbox"/>	The project submittal package including any as built modifications to the landscape design or irrigation system design and a copy of this Certificate of Completion has been provided to the property owner or his/her designee.

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Fill in any additional criteria or specifications from the ordinance	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Comments:

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**SECTION C IRRIGATION (WATERING) SCHEDULE**

Attach the irrigation schedule per ordinance Section 14.05.062

**SECTION D. LANDSCAPE IRRIGATION AUDIT REPORT**

Attach the Landscape Irrigation Audit Report per ordinance Section 14.05.064

**SECTION E. SCHEDULE OF LANDSCAPE IRRIGATION AUDITS**

Attach the schedule of Landscape Irrigation Audits per ordinance Section 14.05.064

**SECTION F. SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE**

Attach the schedule of Landscape and Irrigation Maintenance per ordinance Section 14.05.063

**SECTION G. SIGNATURES**

**CONTRACTOR**

“I/we certify that work has been installed in accordance with the contract documents.”

Signature of Contractor	Date	
Name of Contractor –(print)	Telephone No.	
	Fax No.	
Title	Email address	
State License No.	City of Palmdale License #	
Company Name	Street Address	
City	State	Zip Code

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**LANDSCAPE ARCHITECT, CERTIFIED IRRIGATION DESIGNER, OR LICENSED LANDSCAPE CONTRACTOR**

“I/we certify that based upon periodic site observations, the work has been substantially completed in accordance with Ordinance # 1362, Water Efficient Landscape, and that the landscape planting and irrigation installation conform with the criteria and specifications of the approved Landscape Documentation Package.”

Signature of Landscape Architect/Certified Irrigation Designer/ Landscape Contractor	Date	
Name of Landscape Architect/Certified Irrigation Designer/ Landscape Contractor (print)	Telephone No.	
	Fax No.	
Title	Email address	
License No. or Certification No.		
Company Name	Street Address	
City	State	Zip Code

**PROPERTY OWNER:** “I/we certify that I/we have received all of the contract documents and that it is our responsibility to see that the project is maintained in accordance with the contract documents and to comply with the provisions of the ordinance pertaining to landscape irrigation audits.”

Signature of Property Owner or his/her Designee	Date	
Property Owner or his/her designee (print)	Telephone No.	
	Fax No.	
Title	Email address	
Company Name	Street Address	
City	State	Zip Code

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**THIS SECTION BELOW IS FOR LOCAL AGENCY USE ONLY.**

Signature of the Local Agency Representative		Name of the Local Agency Representative
Phone #	Email address	Title
Name of local agency		Name of Department, Division, or Unit
Street Address		City
State		Zip Code

<p>For this project, the Certificate of Completion has been</p> <p><input type="checkbox"/> Approved  Date: _____  Notes: _____  _____</p> <p><input type="checkbox"/> Denied  Date: _____  Notes: _____  _____  _____</p>	<p>For this project, the Certificate of Occupancy or Equivalent has been:</p> <p><input type="checkbox"/> Issued  Date: _____  Notes: _____  _____</p> <p><input type="checkbox"/> Denied  Date: _____  Notes: _____  _____  _____</p>
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**End of Certificate of Completion**