

MUNICIPAL GROUNDS LANDSCAPE STANDARDS

Landscape Component	Landscape Standard
Lawns	<ul style="list-style-type: none"> • Prior to mowing, all litter, tree branches and other debris should be removed. Area should be checked for potential hazards. • Wet grass should not be mowed. • Any ruts created in lawn areas must be repaired and reseeded immediately with hay spread over the reseeded area(s). • All lawn areas shall be mowed at a minimum every 10 days but no more than every 14 days. • Lawns are to be mowed to a uniform height based on best management for the turf variety and season of the year. • Accumulation of thatch shall not remain on lawns after mowing. • Lawns shall have uniform grass color with no browning, barren areas or other discolorations. • Lawn areas shall comply with the weed control tier to which it has been assigned.
Edging & Trimming	<ul style="list-style-type: none"> • Edging shall be performed concurrent with every mowing including streets, driveways, sidewalks, curbs and other concrete /asphalt to maintain consistent well-groomed appearance. • Edging to include removal of vegetation in cracks. • Grass and weeds shall be trimmed around trees, shrubs, buildings, landscape barriers, fences, poles, posts, fire hydrants, parking bumpers, trash cans and any and all other fixed obstacles. • Trimming heights shall match surrounding area grass height.
Hedges	<ul style="list-style-type: none"> • Hedges are to be trimmed regularly to maintain a uniform height and shape. • New growth suckers are to be cut back to uniform height of the hedge as soon as they are noticeable. • Invasive weeds/plants shall not be allowed to grow in hedges. • Dead or dying hedges are to be removed and replaced in a timely manner. • Hedges are to be cut back whenever they obstruct visibility to vehicular traffic, block signage, portray an uneven appearance within the planting area, or provide hiding places. • Approved and appropriate growth retardants shall be utilized on hedges where practical to reduce maintenance efforts.
Ground Cover	<ul style="list-style-type: none"> • Ground cover shall be pruned as needed to be contained within the boundaries of the planting beds. • Dead or dying ground cover plants shall be removed and replaced in a timely manner.
Hardscapes/Walkways	<ul style="list-style-type: none"> • Hardscape/walkway concrete, exposed aggregate, asphalt, pavers, etc. shall be intact. Any broken component of a hardscape surface shall be replaced in a timely manner and reported with an Incident Report. • Driving over or parking on hardscape landscaping surfaces shall be avoided. • Hardscapes/walkways are to be kept substantially free of weeds growing in cracks, joints, etc. • Hardscapes/walkways should be free of any irregularities or grade change that is more than ¼". • Misplaced, chipped or discolored hardscape members shall be replaced to maintain a uniform appearance. • Sign walls are to be pressure washed annually. • Areas that hold water after rainfall should be repaired.
Annuals and Perennials	<ul style="list-style-type: none"> • All annuals and perennials are to be healthy with a hearty flower appearance. • All annuals and perennials shall be watered daily upon initial planting until they are healthy and thriving. • Dead or dying annuals and perennials shall be replaced in a timely manner.
Signs	<ul style="list-style-type: none"> • Signs are to be legible at all times. • Damaged or faded signs are to be replaced. • Signs are to be straight and firmly affixed to supporting post, boards, walls, etc. • Sign posts are to be upright and plumb at all times.

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Seating	<ul style="list-style-type: none"> • Benches and other outdoor seating are to be structurally sound. Any damaged or unsafe benches are to be reported immediately.
Fences	<ul style="list-style-type: none"> • All fencing must be kept in good repair with no missing or damaged members, warping, etc. present. • All fencing must be upright and plumb at all times. • Graffiti shall be removed from fencing immediately.
Trees	<ul style="list-style-type: none"> • Trees are to be in good health with no signs of disease, brown foliage, damaged bark, leaning stature, etc. • Trees shall have no broken or hanging limbs greater than 2 inches in diameter. • Dead or dying trees or branches shall be pruned and removed. • Trees near pedestrian walkways, parking lots, traffic lanes and trails shall be maintained at a pruned height of no less than 14 ft. to allow free passage. • Tree branches shall be maintained at a pruned height of at least 3 ft. above and/or away from building roofs and elevations. • Ensure that there are no impediments located within tree drip lines that would interfere with feeder rootlets and water absorption. • Spraying around trees: <ul style="list-style-type: none"> o Only selective herbicides are to be used around trees. o Use herbicides in a controlled manner minimizing spray drifts, runoff and leaching. o Always examine the tree for damage symptoms after spraying (e.g. yellowing, death of leaves, bleaching, etc.)
Seeding, Fertilizing and Weed Control	<p>Since it is not practical to have all municipal grounds city-wide totally weed free at all times, the following Weed Control Tiers shall be implemented:</p> <p><u>Tier 1:</u> Highly visible area normally the site of special events, the building is of historical or aesthetic significance, or it is surrounded by other highly maintained non-city buildings. Tier 1 sites are to be maintained basically weed free with no more than 10% of the lawn showing weed invasion. Weed control, pre-emergent application, and fertilization will be performed several times annually. Pre-emergent should be applied as recommended.</p> <p><u>Tier 2:</u> Less visibility, but still have site/building aesthetic significance. Tier 2 sites will have a higher level of weed invasion but no more than 50% of the lawn area. Weed control, pre-emergent application, and fertilization may be completed annually. Pre-emergent should be applied as recommended.</p> <p><u>Tier 3:</u> Low visibility and low site or building aesthetic significance where only basic maintenance is performed. Weed invasion may be wide spread throughout lawn areas. Fertilization and weed control may be completed as needed and time permits.</p>
Mulching	<ul style="list-style-type: none"> • Mulch shall be applied to landscape beds and around trees no less than twice a year. • Old mulch should be removed before applying new mulch. • Weeds and invasive grass should be removed and the beds chemically treated before applying mulch. • Mulch height in beds should never exceed 4" and limited to 2" in areas that drain poorly. • Weed control material (fabric, newspaper, etc.) shall be put down before mulch is applied. • Mulch shall be spread in a diameter of at least 3' around trees. • Break up matted layers of mulch and rake periodically to refresh appearance. Mulch must be kept away from the bark of the tree.
Equipment	<ul style="list-style-type: none"> • All equipment including but not limited to mowers, edgers, and trimmers should be inspected prior to use to ensure that it is working, is safe to use and in good condition, and can perform the job that it is intended for. After use all equipment should be inspected and cleaned. If it is not in working order or needs service, it should be taken out of use immediately and arrangements made for service.