Instructions for modifying the Model Ordinance for Local Adoption

	Location	Original Text	Changes	Example
1	Title Sheet	Model Water Efficient Landscape Ordinance	Modify title to reflect that this is a local ordinance.	City of AnyTown Water Efficient Landscape Ordinance
2	Top of Section 490	California Code of Regulations	Change code to local agency's code	Municipal Code City of AnyTown
3	490(b)	(b) Consistent with these legislative findings, the purpose of this model ordinance is to:	Delete "model"	
4	490(b)(6,7)	(6) encourage local agencies and water purveyors to use economic incentives that promote the efficient use of water, such as implementing a tiered-rate structure; and (7) encourage local agencies to designate the necessary authority that implements and enforces the provisions of the Model Water Efficient Landscape Ordinance or its local landscape ordinance.	Modify to reflect the actions to be encouraged by the local agency. Delete "model" and replace with name of the local ordinance.	(6) encourage the use of economic incentives that promote the efficient use of water (7) encourage cooperation between the City of AnyTown and other local agencies to implement and enforce this ordinance.
5	491(ii)	(ii) "local agency" means a city or county, including a charter city or charter county, that is responsible for adopting and implementing the ordinance. The local agency is also responsible for the enforcement of this ordinance, including but not limited to, approval of a permit and plan check or design review of a project.	Delete 491(ii)	
6	491(yy)	(yy) "project applicant" means the individual or entity submitting a Landscape Documentation Package required under Section 492.3, to request a permit, plan check, or design review from the local agency.	Replace "local agency" with entity adopting the ordinance.	(yy) "project applicant" means the individual or entity submitting a Landscape Documentation Package required under Section 492.3, to request a permit, plan check, or design review from the City of AnyTown.
7	492	(a) A local agency may designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.	Replace "local agency" with the name of the adopting agency.	The City of AnyTown may designate another agency to implement some or all of the requirements contained in this ordinance.
8	492.1(a)	(a) Prior to construction, the local agency shall:	Replace "local agency" to entity adopting the ordinance	(a) Prior to construction, the City of AnyTown shall:
9	492.1(b)(1)	(1) submit a Landscape Documentation Package to the local agency.	Replace "local agency" to entity adopting the ordinance.	(1) submit a Landscape Documentation Package to the City of AnyTown Planning Department.
10	492.1(c)	(c) Upon approval of the Landscape Documentation Package by the local agency, the project applicant shall:	Replace "local agency" to entity adopting the ordinance.	(c) Upon approval of the Landscape Documentation Package by the Planning Department, the project applicant shall:

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11	492.1(c)(3)	(3) submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.	Modify to include the name of the water purveyor.	
12	492.2(a)	(a) A local agency may establish and administer penalties to the project applicant for non-compliance with the ordinance to the extent permitted by law.	The local agency may identify penalties for non-compliance with the ordinance.	
13	492.5(2)(A)	(A) If significant mass grading is not planned, the soil analysis report shall be submitted to the local agency as part of the Landscape Documentation Package;	Replace "local agency" to entity adopting the ordinance.	(A) If significant mass grading is not planned, the soil analysis report shall be submitted to the City of AnyTown Planning Department as part of the Landscape Documentation Package;
14	492.5(2)(B)	(B) If significant mass grading is planned, the soil analysis report shall be submitted to the local agency as part of the Certificate of Completion.	Replace "local agency" to entity adopting the ordinance	(B) If significant mass grading is planned, the soil analysis report shall be submitted to the City of AnyTown Planning Department as part of the Certificate of Completion.
15	492.5(2)(4)	(4) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the local agency with Certificate of Completion.	Replace "local agency" to entity adopting the ordinance.	(4) The project applicant, or his/her designee, shall submit documentation verifying implementation of soil analysis report recommendations to the City of AnyTown with Certificate of Completion.
16	492.6(a)(1)(A)4.	4. selection of trees based on applicable local tree ordinances or tree shading guidelines;	Modify to reflect the names of applicable local tree ordinances.	
17	492.6(a)(1)(A)5.	5. selection of plants from local and regional landscape program plant lists.	Identify any appropriate plant lists from local and regional landscape programs.	
18	492.7(a)(1)(D)	(D) Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems, as appropriate for local climatic conditions. Irrigation should be avoided during windy or freezing weather or during rain.	Modify to reflect the types of sensors that will be required based on the local climate.	
19	492.7(a)(1)(F)	(F) Backflow prevention devices shall be required to protect the water supply from contamination by the irrigation system. A project applicant shall refer to the applicable local agency code (i.e., public health) for additional backflow prevention requirements.	Local agency shall list the applicable agency code for backflow prevention.	
20	492.7(a)(1)(L)	(L) It is highly recommended that the project applicant or local agency inquire with the local water purveyor about peak water operating demands (on the water supply system) or water restrictions that may impact the effectiveness of the irrigation system.	Modify to reflect any water restrictions identified by the water purveyor.	
21	492.9(b)(1)	(1) submit the signed Certificate of Completion to the local agency for review;	Replace "local agency" to entity adopting the ordinance.	(1) submit the signed Certificate of Completion to the City of AnyTown for review;

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22	492.9(c)	(c) The local agency shall:	Replace "local agency" to entity adopting the ordinance.	(c) The City of AnyTown shall:
23	492.9(c)(2)	(2) approve or deny the Certificate of Completion. If the Certificate of Completion is denied, the local agency shall provide information to the project applicant regarding reapplication, appeal, or other assistance.	Replace "local agency" to entity adopting the ordinance.	(2) approve or deny the Certificate of Completion. If the Certificate of Completion is denied, the City of AnyTown shall provide information to the project applicant regarding reapplication, appeal, or other assistance.
24	492.12(b)(1)	(1) the project applicant shall submit an irrigation audit report with the Certificate of Completion to the local agency that may include, but is not limited to: inspection, system tune-up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, and preparation of an irrigation schedule;	Replace "local agency" to entity adopting the ordinance.	(1) the project applicant shall submit an irrigation audit report with the Certificate of Completion to the City of AnyTown that may include, but is not limited to: inspection, system tune-up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, and preparation of an irrigation schedule;
25	492.12(b)(2)	(2) the local agency shall administer programs that may include, but not be limited to, irrigation water use analysis, irrigation audits, and irrigation surveys for compliance with the Maximum Applied Water Allowance.	The agency adopting the ordinance must define the program it will administer for compliance with the MAWA.	May require additional attention
26	492.14(c)	(c) All recycled water irrigation systems shall be designed and operated in accordance with all applicable local and State laws.	The agency adopting the ordinance should cite local laws that apply to recycled water use.	
27	492.15(b)	(b) Project applicants shall refer to the local agency or Regional Water Quality Control Board for information on any applicable stormwater ordinances and stormwater management plans.	Provides specific references for applicable stormwater ordinances and management plans.	
28	492.16(a) (1)	(1) A local agency shall provide information to owners of new, single-family residential homes regarding the design, installation, management, and maintenance of water efficient landscapes.	Replace "local agency" to entity adopting the ordinance, or its designee.	The City of AnyTown shall provide information..
29	492.17(a)	a) The local agency must comply with the California Environmental Quality Act (CEQA), as appropriate.	The agency adopting the ordinance must determine if CEQA is applicable to the project	
30	493(a)	(a) A local agency may designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.	Replace "local agency" with the name of the adopting agency.	The City of AnyTown may designate another agency to implement some or all of the requirements contained in this ordinance.

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31	493.1(a)(1)	(a) A local agency may designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. Local agencies may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.	Replace "local agency" with the name of the adopting agency.	(a) The City of AnyTown may designate another agency, such as a water purveyor, to implement some or all of the requirements contained in this ordinance. The City may collaborate with water purveyors to define each entity's specific responsibilities relating to this ordinance.
32	493.1(a)(2)	(2) For all landscapes in 493.1(a), that do not have a meter, the local agency shall administer programs that may include, but not be limited to, irrigation surveys and irrigation audits to evaluate water use and provide recommendations as necessary in order to prevent water waste.	The agency shall define the program	May require additional attention
33	493.2(a)	(a) Local agencies shall prevent water waste resulting from inefficient landscape irrigation by prohibiting runoff from leaving the target landscape due to low head drainage, overspray, or other similar conditions where water flows onto adjacent property, non-irrigated areas, walks, roadways, parking lots, or structures. Penalties for violation of these prohibitions shall be established locally.	The agency shall define the program	May require additional attention
34	494(a)	(a) A local agency may consider Effective Precipitation (25% of annual precipitation) in tracking water use and may use the following equation to calculate Maximum Applied Water Allowance:	State the policy on the use of Effective Precipitation in tracking water use.	
35	Appendix A	Reference Evapotranspiration Table	Include only the city(ies) within the jurisdiction of the local agency.	
36	Appendix C	Date the Landscape Documentation Package was submitted to the local agency	Replace "local agency" to entity adopting the ordinance	Date the Landscape Documentation Package was submitted to the City of AnyTown.
37	Appendix C	Date the Landscape Documentation Package was approved by the local agency	Replace "local agency" to entity adopting the ordinance	Date the Landscape Documentation Package was approved by the City of AnyTown.