



Landscape Screening Requirements and Checklist

Town of Atherton
Building Department
80 Fair Oaks Ln
Atherton, California 94027
Phone: (650) 752-0560

The purposes of this chapter are to reduce the impact of structures on neighborhoods and to provide for the maintenance of the individual privacy of homes in a neighborhood to a reasonable degree by requiring landscape screening where appropriate.

Yes or No	Is there any new construction 18' above grade
Yes or No	Any new accessory structure or addition that is 6' above grade and less than 25' from property line?
Yes or No	Is there new construction or addition 10' above grade and less than 35' from the property line?

If you answered yes to any of the above for new construction a Landscape Screening permit is required.

When required, landscape screening is required at all front, side and rear yards to reduce the visual impact of structures, and provide privacy to surrounding residents. Front yards contiguous to a street shall not require landscape screening

For non-hillside lots, all trees and shrubs shall be at least twenty-four-inch box container size at time of installation and shall reach a minimum height of twenty-two feet at maturity. For hillside lots, all trees shall be at least thirty-six-inch box container size at time of installation and shall reach a minimum height of twenty-two feet at maturity.

Proposed Landscape Screening must be installed so that the structure will be adequately screened within 3 years of the date of installation by the planted trees.

Please submit the following information to the [building eplan submittal portal](#):

1. Completed Building Permit Application
2. A digital copy of the plot plan showing all the required Landscape Screening
3. Elevation Drawings may be required to be included in the submittal
4. All existing trees and/or shrubs to be used as credit towards Landscape Screening requirements labeled with common name, botanical name, size and height.
5. All new trees and/or shrubs to be used towards Landscape Screening requirements labeled with common name, botanical name and container size
6. New trees/shrubs to be shown 3X away from heritage trees
7. For new trees and/or shrubs the proposed automatic irrigation system at the time of planting.
8. Protective measures for Heritage trees must be noted on plans
9. Must be of adequate size and spacing to insure compliance with screening requirements

The review of the application will require a site visit that is to be scheduled with the Town Arborist. After approval an inspection will be conducted once landscape screening building permit is issued.

All landscape screening must be installed approved prior to final inspection and occupancy.

See Atherton Municipal Code Section 17.50 for Landscape Screening at <http://www.codepublishing.com/CA/atherton.html>