

## Frequently Asked Questions - ILPs



### Q: What is an ILP?

A: ILP stands for Initial Landscape Plan. This should be a homeowner's first priority when moving into a newly constructed home. Unless you purchased a landscape plan from Pulte, you will need to install the minimum ILP requirements as soon as possible to remedy the barren look of a new property.

### Q: How soon do I need to complete my ILP?

A: You have 90 days (3 months) from your closing date to submit an Application for the Modification Committee's approval. Once a permit is issued, you have 120 days (4 months) to complete the installation.

### Q: This sounds a little overwhelming, how should I proceed?

A: Start by deciding if you want to do the work yourself or hire a landscape company.

#### ILP Installed by Homeowner:

- Request a Plot Plan for your property and an ILP Packet from the Community Standards Office. (The ILP Packet can also be found on the SCTXCA website: Community Association Information> Documents> Community Standards)
- Fill out the documents in the ILP Packet (using blue or black ink) and turn in to the Community Standards Office:
  - + Modification Application – B1 Form
  - + Project Worksheet- use as a checklist to help you think through your design and provide the needed information to the Modification Committee.
  - + Plot Plan - draw the location of the beds you intend to plant, numbering each one.  
*Be sure to include any changes you are making to the current irrigation system.*
  - + Bed Form- use corresponding numbers listed on the Plot Plan and fill in detail information for each bed.

#### ILP Installed by Landscape Company:

- There are many qualified Landscape companies in the area who understand the SCTXCA Application process and can assist you with developing a plan, most will submit the paperwork on your behalf.\*
- Look for ads in the Sun Rays magazine.
- Ask your neighbors for referrals.
- The Monitor's desk at the Social Center at 2 Texas Drive has a notebook of contractor referrals for your reference.

*\* It is the homeowner's responsibility to ensure permits are procured and installation is completed by the deadlines stated in the ILP Letter.*

### Q: What are the minimum requirements?

A: Below is an excerpt from the Design Guidelines on Initial Landscape Plans:

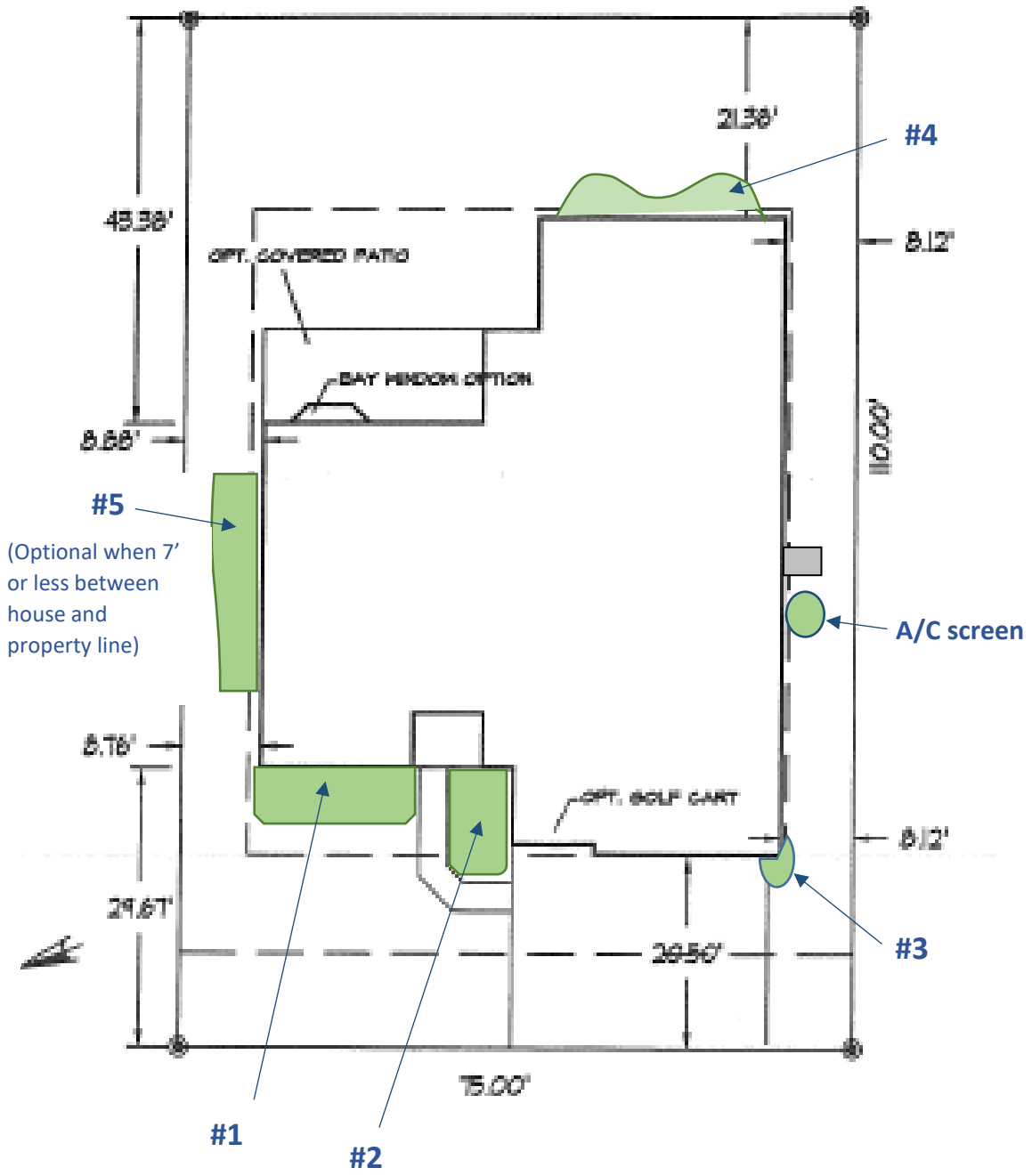
#### **4.3 INITIAL LANDSCAPING PLANS**

A home owner must submit a detailed initial landscape plan within 90-days after the date of closing. It is the individual home owner's responsibility to completely landscape the entire lot within 120-days of plan approval.

a) Full landscaping includes:

1. A minimum of three planting beds.
2. Lawn grass or properly designed xeriscape areas. (See Articles 4.6 & 4.7)
3. Planting beds with living plants that are planted in the ground.
4. HVAC must be screened from street view with a trellis or an evergreen plant. (See Example 4-1.)

EXAMPLE - ILP Plot Plan



\* Details of each bed should be listed on a Bed Form

#### Example 4-1: Acceptable A/C Screening



5. An irrigation system for the entire lot.
6. Drip irrigation in all planting beds.
7. Lawn and drip irrigation must be on separate valves.

b) Non-Corner lots:

1. Planting beds must be located across the entire front of the house.
2. One side-yard planting bed.
3. One rear-yard planting bed.
4. Additional planting beds are optional, space permitting.

c) Corner lots:

1. One planting bed must be located across the entire front of the house.
2. One side-yard planting bed facing the side street.
3. If the corner lot has less than 7-feet between a developer-installed wall/fence and the house, then a side-yard planting bed facing the side street, is not required. If greater than 7-feet, a planting bed is required.
4. One rear-yard planting bed.
5. Additional beds are optional, space permitting.

d) Narrow Lots: Lots having less than 7-feet from the exterior surface of the house to the side property line are not required to have a side planting bed. However, home owners have the option of either installing inert material, turf grass, ground cover or shrubs in the area. If the area is planted, proper irrigation is required for the area. In all cases, the air conditioning unit must be properly screened. See Example 4-1.

e) All beds must be adjacent to the house's foundation with the exception of stand-alone beds.

*See Article 4.3.g. Plants, at maturity, must be at least 6-inches to 12-inches away from the foundation to meet the recommended Firewise guidelines.*

f) If the home owner plans to install a new rear patio or to extend an existing patio within 12-months, a planting bed next to the foundation can be delayed until the new or extended patio is installed but must be within the 12-month timeframe after closing on the house.

g) Stand-alone beds in the front or rear yards away from the house's foundation must have a fully landscaped appearance. (See Article 4.3.i.)

h) It is recommended that all plants be drought-tolerant, native or adapted Texas plants and meet Firewise guidelines.

i) Each landscape area must be planted and maintained with a minimum of three 3-gallon or five 1-gallon plants for every 100-square feet of planting bed area where a mature tree is not part of the planting bed.

j) Height and type of planting beds must not create an unsightly effect or drainage problem for adjoining neighbors' properties.

k) Requirements for creating planting beds around a mature tree (19-inches in circumference measured 1-foot from the ground and a 20-foot diameter canopy):

1. Care must be taken to not disturb the tree's roots as many trees are sensitive to major soil disturbances.
2. Planting beds measuring between 80 sq. ft. and 100 sq. ft. must have two 1-gallon or larger plants. For every additional 20 sq. ft. added to a planting bed, one 1-gallon or larger plant must be added.

## MODIFICATIONS COMMITTEE APPLICATION      FORM B-1 VERSION 201911

<b>HO BADGE I.D. #:</b>	<b>NH #</b>	<b>LOT #</b>
<b>MODIFICATION FEE PAID (ONE-TIME FEE)</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<b>RESUBMISSION OF APPLICATION?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO

**HO NAME:** \_\_\_\_\_

<b>PROJECT ADDRESS:</b>	<b>HO PHONE:</b>
<b>MAILING ADDRESS:</b>	<b>ALTERNATE PHONE:</b>

**HO EMAIL:** \_\_\_\_\_

**I. PROJECT INFORMATION:**

<input type="checkbox"/> SOLAR ENERGY SYSTEM	<input type="checkbox"/> INITIAL LANDSCAPE PLAN	<input type="checkbox"/> ORNAMENTATION/ SPA/ FOUNTAIN
<input type="checkbox"/> WALL/HANDRAIL	<input type="checkbox"/> LANDSCAPE MODIFICATION	<input type="checkbox"/> TRELLIS/ARBOR/ SCREENING
<input type="checkbox"/> ATTIC FAN/ANCILLARY EQUIP	<input type="checkbox"/> IRRIGATION	<input type="checkbox"/> EXTERIOR LIGHTING
<input type="checkbox"/> BARBEQUE/ FIREPIT	<input type="checkbox"/> FENCE/ GATE	<input type="checkbox"/> ROOM ADDITION/ENCLOSURE
<input type="checkbox"/> DECK/PATIO	<input type="checkbox"/> DOOR/WINDOW/ROOF/DRIVEWAY	<input type="checkbox"/> OTHER (DESCRIBE BELOW)

**II. PROJECT DESCRIPTION – NO MORE THAN 3 PROJECTS PER APPLICATION**

<b>III. PROPERTY DESCRIPTION:</b>	<b>DG ARTICLE: (FOR OFFICE USE ONLY)</b>
<b>LOT TYPE:</b> <input type="checkbox"/> GOLF COURSE <input type="checkbox"/> CORNER <input type="checkbox"/> LMH <b>HOME TYPE:</b> <input type="checkbox"/> CUSTOM <input type="checkbox"/> COTTAGE <input type="checkbox"/> OTHER	
<b>RETAINING WALL ON PROPERTY?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES - <b>IF YES, PLEASE PROVIDE PHOTO OF RETAINING WALL IN CONTEXT</b>	

**IV. SUPPORTING DOCUMENTATION** (see the Design Guidelines for all requirements)

<input type="checkbox"/> PLOT PLAN	<input type="checkbox"/> SPECIFICATIONS	<input type="checkbox"/> SKETCHES / DRAWINGS/ PHOTOS
<input type="checkbox"/> MATERIALS, COLORS, TEXTURES	<input type="checkbox"/> OTHER: (DESCRIBE)	

<b>V. CONTRACTOR NAME:</b>	<b>CONTRACTOR EMAIL:</b>	<b>CONTRACTOR PHONE:</b>
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<b>VI. IRRIGATOR NAME:</b>	<b>TCEQ LICENSE #:</b>	<b>IRRIGATOR PHONE #:</b>	<b>NO IRRIGATION CHANGES- HO INITIALS:</b>
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**VII. DRAINAGE AND RETAINING WALL RESPONSIBILITY ACKNOWLEDGEMENT**

I agree to be held responsible for any changes to the flow of surface water and for any damage or issues to retaining walls as a result of this project.

**HO INITIALS:**

**VIII. HOME OWNER ENDORSEMENT – PART I**

- Review of this application is only for general design and aesthetic conformance of the design of the project. All work performed must be in accordance with the approved plans and specifications, and any requirements noted.
- Applicant is responsible for all dimensions, accuracy of plans, required building permits, performance and adherence to all applicable government codes, ordinances, and regulation, including general condition of the work site and the public right-of-way immediately in front of the home.
- The home owner and contractor are mutually responsible for compliance with the city's codes and ordinance requirements, including obtaining work permit(s) from the city as well as the Final Inspection required by the City.
- Any material departure from the plans or specifications submitted with this application and upon which approval was based, will require resubmission, review, and reconsideration for the project as a whole.

continued on next page

# MODIFICATIONS COMMITTEE APPLICATION

FORM B-1 VERSION 201911

## IX. HOME OWNER ENDORSEMENT – PART II

Per DG ARTICLE 2.4 - *No work may commence on any project governed by the DG unless MC has approved an application and the required permit has been issued.* I acknowledge that if any work has commenced prior to the approval of the Modifications Committee, I will be liable for all costs necessary to bring the work into compliance with Sun City Texas's governing documents. If a city work permit is required, no work will start until it has been issued.

## X. PROJECT DEADLINES

Projects are to be commenced within 120 days of approval by the Modifications Committee and must be completed within 60 days of commencement unless a different time period has been requested and granted by the Modifications Committee.

My signature indicates that I have read the above and pertinent articles in the Design Guidelines.

**HOME OWNER'S SIGNATURE:**

**DATE:**

**FOR NEIGHBORHOODS 24B1, 24B2 AND 33 (cottage homes only for paint, roof, or windows)  
ADJOINING HOME OWNER'S SIGNATURE:**

**DATE:**

**FOR OFFICE USE ONLY**

## XI. MODIFICATIONS COMMITTEE DECISION:

	<b>APPROVED AS SUBMITTED</b>
	<b>APPROVED -- AS NOTED - SEE COMMENTS BELOW</b>
	<b>APPROVED -- WITH VARIANCE AS NOTED</b>
	<b>RETURNED -- APPLICATION MISSING CRITICAL INFORMATION. RESUBMIT WITH ADDITIONAL SPECIFICS NOTED BELOW</b>
	<b>DISAPPROVED -- BASED ON THE DG ARTICLE(S) REFERENCED IN THE COMMENTS BELOW. REQUEST NOT APPROVED AS SUBMITTED. PROJECT MAY BE RESUBMITTED</b>

## XII. COMMENTS:

## XIII. COMMITTEE MEMBER ENDORSEMENT:

**DATE:**

## LANDSCAPING PROJECT WORKSHEET

INITIAL LANDSCAPE PLAN REQUIREMENTS	ALL LANDSCAPE MODIFICATIONS								
<input type="checkbox"/> Minimum 3 Plant Beds (except Narrow Lots) <input type="checkbox"/> Front <input type="checkbox"/> Side(s) <input type="checkbox"/> Rear <input type="checkbox"/> Lawn Grass <input type="checkbox"/> Xeriscape <input type="checkbox"/> Beds adjacent to foundation <input type="checkbox"/> Plantings across entire front of house <input type="checkbox"/> Adequate Plant Coverage <input type="checkbox"/> HVAC screen: Trellis or Evergreen Plant <input type="checkbox"/> Irrigation system (entire lot) <input type="checkbox"/> Drip irrigation in all beds <input type="checkbox"/> Lawn and drip irrigation on separate valves	<input type="checkbox"/> <b>Plot Plan with Rough Layout:</b> <input type="checkbox"/> All Beds <input type="checkbox"/> Hardscape Features <input type="checkbox"/> <b>All Calculations for:</b> <input type="checkbox"/> Plant Coverage - Per 100 sq ft: <input type="checkbox"/> Three 3-gallon or 5-gallon plants or <input type="checkbox"/> Five one-gallon plants <input type="checkbox"/> Turf/Evergreen groundcover <input type="checkbox"/> Inert Material - 45% or less <input type="checkbox"/> <b>Names of all Plants with:</b> <input type="checkbox"/> Container Size <input type="checkbox"/> Location <input type="checkbox"/> Spacing <input type="checkbox"/> <b>Overall Lot Coverage:</b> <input type="checkbox"/> Turf/Evergreen groundcover - at least 25% <input type="checkbox"/> Plants - at least 40% <input type="checkbox"/> Drought tolerant - at least 75% <input type="checkbox"/> Impervious Cover - 65% or less <input type="checkbox"/> <b>Bed Specifications:</b> <input type="checkbox"/> Dimensions <input type="checkbox"/> Stone Edging <input type="checkbox"/> Metal Edging - 4" or less <input type="checkbox"/> Brown or Black Mulch <input type="checkbox"/> Tan/Brown River Rock - up to 3" <input type="checkbox"/> <b>Walkways:</b> <input type="checkbox"/> Dimensions <input type="checkbox"/> Materials <input type="checkbox"/> <b>Irrigation Changes:</b> <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> If yes, provide plan and irrigator info								
NARROW LOTS									
<input type="checkbox"/> House to Property Line - less than 7' <input type="checkbox"/> Minimum 2 Plant Beds									
RETAINING WALL LOTS									
<input type="checkbox"/> Tree Planting Near Walls: <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 150px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="padding: 2px;">Wall Height</th> <th style="padding: 2px;">Distance to Wall</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"><input type="checkbox"/> Under 8'</td> <td style="padding: 2px;">10'</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> 8' - 12'</td> <td style="padding: 2px;">15'</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> 12' - 20'</td> <td style="padding: 2px;">20'</td> </tr> </tbody> </table> <p style="margin-left: 40px; font-style: italic;">(See Appendix E for more information)</p>	Wall Height	Distance to Wall	<input type="checkbox"/> Under 8'	10'	<input type="checkbox"/> 8' - 12'	15'	<input type="checkbox"/> 12' - 20'	20'	
Wall Height	Distance to Wall								
<input type="checkbox"/> Under 8'	10'								
<input type="checkbox"/> 8' - 12'	15'								
<input type="checkbox"/> 12' - 20'	20'								
CORNER LOTS									
<input type="checkbox"/> Sight Triangle - 25' each direction from corner <input type="checkbox"/> No Trees <input type="checkbox"/> Plants less than 3' <input type="checkbox"/> No tree branches lower than 8' <input type="checkbox"/> Bed(s) on all street sides									
GOLF COURSE LOTS									
<input type="checkbox"/> Within 20' of rear property line: <input type="checkbox"/> No trees <input type="checkbox"/> Plants/Shrubs less than 3'									

## FLOWER BED / PLANTING BED INFORMATION

Length		Bed / Area #	
Width			
Total Sq. Ft.			
Edging	None	Metal	Limestone Block
Ground Cover	Wood Mulch	Rock	Stone
	Other : _____		
Plant #1	Plant # 2	Plant # 3	
Name:	Name:	Name:	
# of Plants:	# of Plants:	# of Plants:	
Gallon Size:	Gallon Size:	Gallon Size:	
Plant # 4	Plant # 5	Plant # 6	
Name:	Name:	Name:	
# of Plants:	# of Plants:	# of Plants:	
Gallon Size:	Gallon Size:	Gallon Size:	
Additional Information:			

Length		Bed / Area #	
Width			
Total Sq. Ft.			
Edging	None	Metal	Limestone Block
Ground Cover	Wood Mulch	Rock	Stone
	Other : _____		
Plant #1	Plant # 2	Plant # 3	
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# of Plants:	# of Plants:	# of Plants:	
Gallon Size:	Gallon Size:	Gallon Size:	
Additional Information:			

### FLOWER BED / PLANTING BED INFORMATION

Length		Bed / Area #	
Width			
Total Sq. Ft.			
Edging	None      Metal      Limestone Block      Formed Concrete		
Ground Cover	Wood Mulch      Rock      Stone      Decomposed Granite		
	Other : _____		
Plant #1		Plant # 2	Plant # 3
Name:		Name:	Name:
# of Plants:		# of Plants:	# of Plants:
Gallon Size:		Gallon Size:	Gallon Size:
Plant # 4		Plant # 5	Plant # 6
Name:		Name:	Name:
# of Plants:		# of Plants:	# of Plants:
Gallon Size:		Gallon Size:	Gallon Size:
Additional Information:			

Length		Bed / Area #	
Width			
Total Sq. Ft.			
Edging	None      Metal      Limestone Block      Formed Concrete		
Ground Cover	Wood Mulch      Rock      Stone      Decomposed Granite		
	Other : _____		
Plant #1		Plant # 2	Plant # 3
Name:		Name:	Name:
# of Plants:		# of Plants:	# of Plants:
Gallon Size:		Gallon Size:	Gallon Size:
Plant # 4		Plant # 5	Plant # 6
Name:		Name:	Name:
# of Plants:		# of Plants:	# of Plants:
Gallon Size:		Gallon Size:	Gallon Size:
Additional Information:			