

**UUFSD Policy and Procedure Document****Policy ID: 465****Title: Grounds Subcommittee**

Date Approved: December 14, 2008 by the Board of Directors

**Purpose**

To have a policy for maintaining and improving the grounds of UUFSD.

**Policy**

The Grounds subcommittee is part of the UUFSD Buildings and Grounds committee (UUBG) and operates in a manner consistent with the UUBG policy (460).

**Procedure**

The Grounds subcommittee consists of a leader and a steering committee consisting of a minimum of five coordinators who will oversee the following areas of responsibility: irrigation, plant health, new planting, invasive plants, and wildfire risk mitigation.

- **Irrigation Coordinator** – oversees all watering systems including automatic sprinkler systems, soaker hose systems and any other future watering systems, programming, adjustment and repair of automatic sprinkler controllers, and automatic or volunteer operation of soaker hoses; recruits and supervises volunteers for any necessary hand watering; maintains a chart and map for watering both automatic and hand (showing areas, intervals, seasonal adjustments; communicates with the New Planting Coordinator to provide necessary watering and possibly expand watering systems, with the Plant Health Coordinator regarding plant health and seasonal adjustments, with the Office Administrator regarding water usage, and with the Garden Cooperative.
- **Plant Health Coordinator** – has oversight of all zones except the undisturbed Southern Maritime Chaparral; directs removal of dead branches or plants and weeds and notifies New Plant Coordinator of replacements needed; maintains list of plant species noting those that have proven to be well-suited to our various site conditions; maintains a list of desirable plants, and consults on new plant selection.
- **New Planting Coordinator** –selects new plant materials according to UUFSD Landscape Planting Policy guidelines; purchases plants for new planting areas and replacements for dead plants; oversees planting; maintains an ongoing record and plot plan, which clearly shows what is planted, where and when; coordinates with Irrigation and Plant Health Coordinators to give new plants a good start.
- **Invasive Plant Monitor** – identifies existing invasive plants on site (as defined in list by San Diego Chapter of the American Society of Landscape Architects); determines for each invasive species the degree of threat to native vegetation and other plantings; compiles a priority list for removal or containment, and reports

findings to Committee; plans and directs removal and/or containment of most damaging invasive plants.

- **Wildfire Risk Mitigation Coordinator** –Annually oversees clearing of dead branches and flammable brush from within 20 feet of occupied buildings adjacent to chaparral; directs chipping of cleared brush and branches into mulch for use on site; directs stockpiling and distribution of mulch in consultation with other Committee members; familiarizes self with fire safety requirements of local authorities.

## CRITERIA FOR PLANT SELECTION

### Primary criteria

- Attractive and inviting to members and guests – green throughout the year or most of the year.
- Low maintenance – consider growth characteristics to minimize repeated pruning or yearly cutting back.
- Non-invasive – as defined by the San Diego Chapter of the American Society of Landscape Architects and the San Diego Chapter of the California Native Plant Society (CNPS), both available on the internet.
- Drought tolerant – looks good without frequent watering required by typical ornamental landscaping; stays healthy on low watering or no watering.
- Demonstrates sensitivity to the *interdependent web of life* – is native to California and/or is compatible with the coastal ecosystem.
- Conforms to Site Zone criteria (stated below).

### Secondary Criteria:

- Has a history of growing well on the UUFSD site.
- Give preference to suitable native/indigenous plants vs. exotics.
- Fire safety – where buildings are adjacent to existing chaparral, fire resistance is a high priority, following primary guidelines above in conjunction with suggestions from San Diego County Plant List for a Defensible Space.
- Plant natives in future buildable areas only after thoroughly documenting the existing “disturbed” condition of the land by means of photographs and site plans.
- Visual or esthetic compatibility with other landscaping in adjacent zones.
- Group plants according to watering needs.

**SITE USE ZONES**

All of The Site’s property is classified in one of the following categories and is recorded on a site master plan, which is to be kept in the office:

- A** Public areas adjacent to buildings, walks or stairs, and playgrounds.
- B** Public areas at parking lots.
- C** Bordering on streets or driveways.
- FB** Future building areas.
- MX** Mixed semi-wild areas with exotic plants.
- SMC** Southern Maritime Chaparral.

**MAINTENANCE GUIDELINES & PRIORITIES FOR UUFSD USE ZONES**

	<b>Z O N E S</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>FB</b>	<b>MX</b>	<b>SMC</b>
<b>Maintenance Guidelines &amp; Priorities</b>	<b>Public near Buildings walks, stairs, playgrounds</b>	<b>Public areas by parking lots</b>	<b>Bordering on streets or driveways</b>	<b>Future Building zones</b>	<b>Mixed semi-wild w/ major exotic plants</b>	<b>Southern Maritime Chaparral</b>
<b>Trimming &amp; weeding</b>	monthly	2 <sup>nd</sup> priority	3 <sup>rd</sup> priority	NA	NA	NA
<b>Native</b>	encourage	encourage	encourage	encourage	encourage	NA
<b>Exotic (all non-native)</b>	Some limited	No new	limited	limited	No new	remove
<b>Invasive plants</b>	contain	remove	remove	remove	remove	remove
<b>Fire safety</b>	Clear out dead brush dead limbs	Clear out dead brush dead limbs	Clear out dead brush dead limbs	Clear out dead brush dead limbs	Clear out dead brush dead limbs	Maintain 20’ clearance of hazardous plants from occupied buildings
<b>Dead Plant Removal</b>	Monthly as needed	Monthly as needed	Monthly as needed	Monthly as needed	Monthly as needed	Yearly as needed
<b>Irrigation</b>	Sprinklers or soaker hoses OK	Sprinklers or soaker hoses OK	Soaker hoses OK	Soaker hoses OK	No watering	No watering