



# Lawn Replacement Rebate Program 2018 Application Form



See Additional Pages for Complete Information

You may earn up to a \$500 credit on your utility bill after removing lawn in your yard and replacing it with water-smart plants and mulch. You may claim \$0.50 per square foot of lawn removed with a minimum of 300 square feet. Trading out your yard for artificial turf does not qualify.

### City of Spokane Account Info (Property must have a water account with the City of Spokane to qualify)

City of Spokane Account Number Where Lawn Will Be Removed \_\_\_\_\_

Address (Must Match Account No.) \_\_\_\_\_

Name on Account \_\_\_\_\_  Owner  Renter

Phone \_\_\_\_\_ Email \_\_\_\_\_

If Renter, Name of Property Owner \_\_\_\_\_ Owner Phone \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

### Current Site Information (Check areas to be converted and provide square footage and watering method)

LOCATION:	ESTIMATED SQUARE FEET (L x W)	CURRENT WATERING METHOD (spray, rotors, drip, etc.)	PROPOSED WATERING METHOD (Drip, bubblers, hand, etc.)
<input type="checkbox"/> Front	_____	_____	_____
<input type="checkbox"/> Back (must be publicly visible)	_____	_____	_____
<input type="checkbox"/> Parking Strip	_____	_____	_____
<input type="checkbox"/> Right Side Yard	_____	_____	_____
<input type="checkbox"/> Left Side Yard	_____	_____	_____

### Proposed Site Information Checklist -Please Initial Each

- \_\_\_\_ My proposed project area is visible from a public area.
- \_\_\_\_ My lawn has had regular irrigation over the past three years.
- \_\_\_\_ I've attached a **Landscape/Irrigation plan** with a sketch to scale of the project area including the location of plants and type of irrigation. (See landscape requirements for converted areas on page 5 for more details)
- \_\_\_\_ I've attached the **Plant List and Area Calculations Form** and my project area meets the minimum requirement of 50% plant coverage.
- \_\_\_\_ I've attached 2 photos of the existing landscape in the proposed project area. (You may send pictures to the email address below.)
- \_\_\_\_ I understand that the project must be maintained for a minimum of three years.

### Signature (By signing my name I hereby agree to all terms and conditions set forth herein.)

**Applicant / Owner Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

By participating in the program and accepting the rebates provided, you agree to maintain the converted area as lawn free and reduce your water use. You also thereby release the City of Spokane from any and all claims and causes of action that may arise out of removal of lawn from your property and/or the purchase, installation, and/or use of water efficient devices in connection with this Lawn Replacement Program. If not maintained correctly, installation of drought tolerant plants may not result in reduced water use.

**Mail or Deliver Form To:**  
Water Stewardship Program  
2701 N Waterworks St.  
Spokane, WA 99212

**Resources & Questions:**  
[WaterStewardship.org](http://WaterStewardship.org)  
**Call:** (509) 742-8177  
**Email:** hnickerson@spokanecity.org

**For Office Use Only**  
Received Date: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_

# LANDSCAPE PLAN

**DIRECTIONS:**

- A.** Use this grid to prepare a landscape plan. This grid is provided for your convenience. The landscape plan can be submitted on a separate sheet.
- B.** List and locate all plant material, pervious surfaces, mulch, and irrigation to be installed. Include the estimated project area dimensions.

A large grid for drawing a landscape plan. The grid consists of 20 columns and 20 rows of squares, providing a structured area for sketching and planning the landscape design.



## About the Rebate Program:

A rebate is being offered by the City of Spokane Water Department for the removal of live, maintained and irrigated lawn that is replaced with climate appropriate, low water use landscapes and efficient irrigation systems. Please read all of the Terms and Conditions carefully and follow the instructions. Submitting a signed application to the City of Spokane (COS) shall serve as the customer's agreement to all terms and conditions associated with this incentive program. This is a voluntary program. Rebates will only be provided if all of the terms and conditions are met.

## Applicant Eligibility:

1. Rebates are for City of Spokane water customers that are in good standing with the Agency.
2. The property must have turf visible from a public street/area.
3. Rebate is available to all residential customers.
4. Renters that assume the responsibility of paying the water bill are eligible for the rebate. The renter must obtain a permission form signed by the property owner in order to receive the rebate.
5. New construction: Drought tolerant plants and low volume irrigation in lieu of lawn is eligible for half the original rebate amount.
6. Rebates are offered on a first come first serve basis and are subject to available funds. Future funding will be dependent upon approval of annual budget.
7. The property can only receive one "SpokaneScape" Rebate per year.

## Terms & Conditions:

1. **Qualifying Areas:** Lawn areas that have had regular irrigation over the past three years.
2. **Areas to Convert:** Must have well maintained and watered live lawn. Do not start killing or removing lawn prior to receiving approval. Staff can verify the presence of lawn through Google Maps, the City's GIS system or an on-site visit.
3. **HOA/CC&R:** Prior to submitting a rebate application, applicants must have obtained any necessary approvals for their lawn replacement project from their HOA/CC&R board.
4. **Incentive Amounts:** \$0.50 per square foot, Maximum Rebate: \$500. Must remove a minimum of 300 square feet.
5. **Site Description:** Applicants are required to submit a simple site design drawing of the new landscape and irrigation to be installed.
6. **Mandatory Pre and Post Inspections.** Pre and post inspections are necessary to verify site descriptions submitted with the application form and to verify adequate completion of the project. Once the pre-inspection is complete and the applicant is found to be eligible, the inspector will provide an Authorization to Proceed form and the project may begin. Starting without COS approval could make the conversion ineligible for a rebate under this program.
7. **Post Inspection:** As soon as all work is complete, you must contact the Water Stewardship Program by email or phone to indicate that the work has been completed. COS will schedule your mandatory post inspection. Upon verification of program requirements, the inspector will issue a rebate approval certificate and a rebate will be issued within 4 to 6 weeks in the form of a credit on your utility bill.
8. **Site Details:** COS staff must be allowed to take photos of landscapes prior to, during, and after being renovated through this Lawn Replacement Program and to use those photos for reproduction or promotional purposes including water consumption history.
9. **Important Timelines and Deadlines:** The conversion must be complete by **November 1st** and the contact person for the project at the COS must be notified. COS will inspect completed projects for compliance.
10. Rebate project must be maintained as a climate appropriate landscape for a minimum of 3 years from the date of the final inspection. If the landscape is not maintained, the City of Spokane reserves the right to order repayment of rebate.

## Landscaping Requirements for Converted Area:

1. **Plants:** 90% of the plant material must be drought tolerant or considered low water use plants. This can include garden beds or a combination of both. See SpokaneScape Guidebook for rebate approved plants or go to [waterstewardship.org](http://waterstewardship.org).
2. **Plant Coverage:** At completion, converted areas must contain enough plants to create at least 50% living plant cover at maturity.
3. The converted area may not include any live lawn or invasive plant species as identified by the Spokane County Noxious Weed Control Board.
4. **Efficient Irrigation Components:** If a watering system is used, all sprinkler heads in the project area must be removed, capped, or replaced with low volume irrigation (drip, micro-spray, bubblers, or low precipitation rotating nozzles) and must be equipped with a pressure regulator, filter and emitters if applicable.
5. **Prevent Overspray:** If only part of a lawn is converted, the sprinkler system must be properly modified to provide adequate coverage to the remaining lawn without spraying the converted area. Low volume and high volume irrigation must be on separate valves.
6. **Permeable Surfaces & Treatments:** Converted areas must be permeable to air and water. Permeable surfaces can include ungrouted flagstone or pavers manufactured to be permeable. Concrete, plastic sheeting or other impermeable surfaces do not qualify for incentives under the program.
7. **Mulch:** Exposed soil must be completely covered by a layer of mulch. Common mulching materials include wood chips, compost, decomposed granite, river rock, and bark. If a weed barrier is used beneath the mulch, it must be manufactured to be permeable to air and water.
8. Gravel is not permitted in the planted area. Gravel can only be used in a patio or walking area.
9. Living groundcovers qualify as mulch provided the plants are installed at a density to assure 100 percent plant cover at maturity.
10. Do not install artificial turf. Artificial turf is not eligible for rebate.
11. Each site will be considered on a case by case basis for approval of unique circumstances.

## Part 1 - Pre-Conversion Application Review and Inspection

Upon receipt of the application, the Water Stewardship Program team will determine rebate eligibility including account status, verification of information on application, and status of existing landscape. Once the application is found to be eligible a staff person will contact you to schedule a pre-inspection.

- 1. Application:** Read through program terms and conditions and fill out the application making sure to address the following.
- 2. Project Description:** List project site location, square footage, and current watering method on the application.
- 3. Site Plan:** Draw a simple site plan that includes the project area and indicate the following: (Use page 2 of the application form.)
  - Provide the square footage of the proposed lawn conversion area(s).
  - Identify and locate plant material to be used in project area.
  - Identify type of current irrigation and also type of irrigation to be installed in the project area.
  - Label permeable surface material(s) to be installed in the project area including ground cover and type of weed barrier.
- 4. Photos:** Include two photos of existing lawn in the project area. (email to [hnickerson@spokanecity.org](mailto:hnickerson@spokanecity.org))
- 5. If Renter:** Obtain a signed landscape conversion permission form from the property owner.
- 6. Submit Documents:** Submit a completed application, site plan, photos and renter permission form if applicable. Email, mail or deliver to the Water Stewardship Program: 2701 N Waterworks St. Spokane, WA 99212.
- 7. Pre-Inspection:** Once the application documents have been reviewed, a staff person will call to schedule a pre-inspection.

## Part 2 - Landscape Conversion

Once your pre-inspection is complete and you are determined to be eligible, the inspector will provide you with an Authorization to Proceed form and you may begin your project. You will have 6 months from the receipt of the Authorization to Proceed to complete the conversion. The following are required measures to be implemented in order to receive the full rebate amount.

- Water - Wise plants:** 90% of the plant material is drought tolerant or considered low water use plants. (Use the SpokaneScope Guidebook for acceptable plants)
- Irrigation retrofit:** Low volume irrigation (drip, bubblers, high efficiency, low precipitation, rotating nozzles).
- Proper mulch:** Common mulching materials include wood chips, compost, decomposed granite, river rock, and bark.
- Pervious surfaces:** UngROUTED flagstone or pavers manufactured to be permeable.
- Groundcover:** Groundcover used as mulch must be planted at sufficient density to assure 100 percent plant cover at maturity.

## Part 3 - Post Conversion & Rebate Approval

- As soon as all work is complete, you must contact the Water Stewardship Program by email or phone to indicate that the work has been completed. COS staff will schedule your mandatory post inspection.
- Landscape / Irrigation Plan Changes: Submit a list of any changes that have been made to the original site plan.
- Rebate Approval: Upon verification of program requirements, the inspector will issue a rebate approval certificate.
- Receiving the Rebate: A rebate will be issued within 4 to 6 weeks in the form of a credit on your utility bill.

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