# CERTIFICATE OF COMPLETION

This certificate is filled out by the project applicant upon completion of the landscape project.

## PART 1. PROJECT INFORMATION SHEET

| | | |
|---|---|---|
| Date<br>12-29-2022 | | |
| Project Name<br>HIGHLAND ESTATES | | |
| Name of Project Applicant<br>NOEL CHAMBERLAIN | Telephone No.<br>650-322-5800 | |
| | Fax No.<br>650-322-5806 | |
| Title<br>OWNER | Email Address<br>NOEL@NEREENBUILDERS.COM | |
| Company<br>NEREEN BUILDERS INC | Street Address<br>225 DEMETER ST | |
| City<br>E. PALO ALTO | State<br>CA | Zip Code<br>94303 |

## Project Address and Location:

| | | |
|---|---|---|
| Street Address<br>88 COOPERS WAY | | Parcel, tract or lot number, if available.<br>LOT 11 |
| City<br>SAN MATEO | | Latitude/Longitude (optional) |
| State<br>CA | Zip Code<br>94402 | |

## Property Owner or his/her designee:

| | | |
|---|---|---|
| Name<br>NOEL CHAMBERLAIN<br>HIGHLAND ESTATES DEVELOPMENT | Telephone No.<br>650-322-5800 | |
| | Fax No.<br>650-322-5806 | |
| Title<br>OWNER | Email Address<br>NOEL@NEREENBUILDERS.COM | |
| Company<br>NEREEN BUILDERS INC | Street Address<br>225 DEMETER ST | |
| City<br>E. PALO ALTO | State<br>CA | Zip Code<br>94303 |

## Property Owner

"I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule."

12-29-2022

Property Owner Signature Date

**Please answer the questions below:**

1. Date the Landscape Documentation Package was submitted to the local agency_____
2. Date the Landscape Documentation Package was approved by the local agency_____
3. Date that a copy of the Water Efficient Landscape Worksheet (including the Water Budget Calculation) was submitted to the local water purveyor_____

4. Irrigation Audited Conducted by Architectural Solutions. 209-404-1746 CLIA # 57436

Andrew Bolt

# Irrigation System Maintenance- Report for WELO Reporting

Even the best irrigation system can waste water if it is run too long or operated incorrectly. You will be able to save water by regularly maintaining your irrigation system.

## Test & Repair

Test your irrigation system periodically to make sure it's operating correctly. The irrigation system should be tested at the beginning of each irrigation system and again a minimum once a month or even during every maintenance visit cycle

Make sure that all the sprinkler heads are working, and unclog or replace heads that are malfunctioning, broken, or missing. Clogged nozzles can cause dry spots in the landscape, and should be replaced with the same nozzle that is installed (consult the irrigation plan if in doubt). Leaking lines should be repaired and old nozzles with warped spray patterns should be replaced. Test drip systems for clogged filters or clogged emitters and leaks. When repairing leaks be sure to FLUSH the line after each repair.

## Adjust Heads

Heads can be moved by collisions with feet, cars and lawnmowers, so check them all frequently for alignment. Adjust heads so they're watering only your landscape—not sidewalks, streets, or driveways. Sprinkler heads aimed at these surfaces waste money and water. It's easy to align the stem and nozzle pattern with the plants or turf grass that it is meant to irrigate. Adjust sprinkler heads to be at right angles to the soil surface. Tilted heads throw more water to one side, causing dry spots. Make sure heads pop up above the turf grass canopy. It is not uncommon to have to raise heads a couple of times a year.

## Set Controller

Set your SMART irrigation controller by following the manufacturer's instructions. Different plants have different water needs, so make sure you know their water use (low, medium or high before setting the controller. You can adjust your SMART irrigation controller percent adjust settings so you're watering with the correct frequency, even SMART irrigation controllers need to be adjusted to site conditions. Plants tend to need less water during cooler weather, when their growth has slowed and water evaporates more slowly. Consider turning the controller off during the summer rainy season. For more information or controller set up call 209-404-1746

# Irrigation System Maintenance Checklist for Contractor WELO Reporting Only

Irrigation System Maintenance Completion Date: _____

Address: _____

The following items have been provided and explained to the irrigation system owner or systems owner's representative.

- ☐ The manufacturer's manual for the controller.
- ☐ A seasonal watering schedule.
- ☐ A list of components that require maintenance and the recommended frequency of maintenance are attached.
- ☐ The corrected or re-drawn design plans indicating the actual installation and components of the system.
- ☐ Location and operation of the isolation valve.

# Components Requiring Maintenance

## Irrigation System:

- ☐ Winterization
- ☐ Return to normal service

## Sprinkler Heads:

- ☐ Are any heads missing?
- ☐ Are any heads broken?
- ☐ Are any heads clogged?
- ☐ Are any heads tilted, spraying in the wrong direction, or too far in or above the ground?
- ☐ Is water constantly seeping from a head?
- ☐ Is water spraying in a fine mist?
- ☐ Does the sprinkler cover the entire area uniformly?
- ☐ Is the spray pattern blocked or misdirected?
- ☐ Is the system spraying into sidewalks, decks, buildings, driveways or the street?

## Controller:

- ☐ Is the cabinet or space holding the controller clean?
- ☐ Are any wires loose? (Take care with wires of 110 volt).
- ☐ Have any wires become worn? (Take care with wires of 110 volt).
- ☐ Is a new battery needed?
- ☐ Is the time and day showing correct?
- ☐ Is the rain moisture sensor (or other technology) connected to the controller or groundwire?
- ☐ Is the controller programmed for the appropriate season?
- ☐ Is the controller programmed for any water conservation measures that may be in effect from your water purveyor?

## Valves:

- ☐ Inspect valve covers and valve boxes.
- ☐ Inspect valve electrical connections.

## Back Flow Prevention Device:

- ☐ Is tested, as needed or required.

## Drip/Micro Irrigation:

- ☐ Emitters connected to flex line.
- ☐ Flex line connected to riser.
- ☐ Micro adjustment nozzle connected to flex line and nozzle intake.
- ☐ Service filter strainer periodically. Wash and clean twice yearly
- ☐ Ensure proper operation of automatic flush valves.
- ☐ Confirm operational pressures.

# Maintenance Information for Irrigation System Owners

During daylight hours, monthly (while the system is in operation) check each zone of your irrigation system to make sure the system is operating correctly to conserve water and to keep your plants healthy.

## Irrigation System:

- ☐ Winterization – Plan to perform this around:_____(Drain the irrigation system, reprogram automatic controller.)
- ☐ Return to normal service – plan to perform this around:_____(Check to make sure there has been no damage to the system, reprogram automatic controller.)

## Sprinkler Heads:

- ☐ Missing or broken heads? (Replace heads with the same type of head.)
- ☐ Heads Clogged? (Remove the head and clean the filter or replace with the same type of head.)
- ☐ Heads tilted, spraying in the wrong directing, or too far in or above the ground? (Adjust or replace.)
- ☐ Leaking Water? (Replace a leaky valve in the valve box or check for a drainage problem.)
- ☐ Misdirected or blocked spray pattern? (Remove vegetation, trim grass, trees or shrubs, or other obstructions or consider raising the heads.)
- ☐ Spraying sidewalk, deck, building driveway or street? (Adjust the heads to stay within the planting area.)

## Controller:

- ☐ Is the cabinet or space holding the controller clean? (Clean out cobwebs, dirt, debris, orants.)
- ☐ Is a new battery needed? (Consider replacing seasonally.)
- ☐ Is time/day showing correctly? (Reprogram)
- ☐ Is the controller programmed for the appropriate season? (Generally, plants need less water in the winter and mature plants need less water than newly installed plants. Refer to the seasonal watering schedule provided by your irrigator.)
- ☐ Is the controller programmed for any water conservation measures that may be in effect from your water purveyor? (Adjust program if needed.)

## Sprinkler Heads:

- ☐ Fine Mist? (There may be excessive pressure on the spray zones. Possible fixes: Install a pressure regulator after the water meter; install pressure regulating sprinkler heads or valves.)
- ☐ Is the area being irrigated covered uniformly? (Possible causes: low or high water pressure, poor design, scheduling or installation techniques.)

## Controller:

- ☐ Wires loose or worn? (May be 110 volt.) (Tighten or replace.)
- ☐ Is rain or moisture sensor (or other technology) connected to the controller or ground wire?

## Valves:

- ☐ Replace broken or missing valve covers and valve boxes.
- ☐ Wire connections are intact and enclosed in appropriate moisture resistant connectors.

## Drip/Micro Irrigation:

- ☐ Emitters connected to flex line.
- ☐ Flex line connected to riser.
- ☐ Micro adjustment nozzle connected to flex line and nozzle intact.
- ☐ Service filter strainer periodically.
- ☐ Ensure proper operation of operation of automatic flush valves.
- ☐ Confirm operational pressures.

## Backflow Prevention Devices:

****Note: You must be licensed to install, test or repair a backflow prevention device****

Irrigation system owners should file a copy of any backflow test report with their irrigation system document. If you have a double check valve backflow prevention device, there is a "y" strainer in the water line. The strainer will need to be checked periodically. Water that is discharged from a reduced pressure principle backflow prevention assembly should be directed to sanitary or storm drains. The backflow prevention devise(s) should be protected from freezing. Irrigation system owners should have the backflow prevention device retested if above normal water velocities (such as a water system main break) occur. The backflow prevention device stops water from the irrigation system from entering into the water system.