

**CITY OF ESCONDIDO  
ENGINEERING DEPARTMENT  
GRADING & EROSION CONTROL PLAN  
INITIAL SUBMITTAL CHECKLIST**

**Project Name** \_\_\_\_\_

**A. THE FOLLOWING ITEMS MUST BE SUBMITTED FOR INITIAL PLAN CHECK:**

- 1. Transmittal letter from Engineer of Work listing all items being submitted
- 2. Copy of environmental clearance or completed E.I.A. form, Part 1
- 3. Four (4) sets of blueline prints of the grading and erosion control plans folded to **9" X 12"**
- 4. Two (2) sets of bound Drainage Report sealed & signed by Engineer of Work (Not required for single lot g.p.)
- 5. Two (2) sets of bound Soils Report .
- 6. Two (2) copies of Engineer's Cost Estimate (for bonds) .  
(must use City format for cost estimate - electronic file available at front counter)
- 7. Two (2) copies of Preliminary Title Report issued within 6 months of submittal .
- 8. One (1) blueline print of approved Site Plan or Tentative Map signed by Project Planner and Engineer  
(Not required for single lot grading plan).
- 9. Grading Plancheck fee.
- 10. Concurrent submittal if required: Final/Parcel map, Improvement Plans
- 11. Two (2) sets of Stormwater Pollution Prevention Plan (SWPPP) for projects of one (1) acre or greater or if conditioned with project .
- 12. Appendix A of the City's STANDARD URBAN STORMWATER MITIGATION PLAN (SUSMP) completed and signed by the Engineer of Work or applicant.

**COMMENTS:** \_\_\_\_\_

**NOTE: INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED.**

<b>SUBMITTAL COMPLETE. BY:</b> _____ <b>DATE:</b> _____
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**CITY OF ESCONDIDO**  
ENGINEERING DEPARTMENT  
**GRADING AND EROSION CONTROL PLAN**  
**RE-SUBMITAL CHECKLIST**

City Project No. \_\_\_\_\_ City Project Name \_\_\_\_\_

City Drawing No. \_\_\_\_\_ City Project Plan Checker \_\_\_\_\_

**B. THE FOLLOWING ITEMS MUST BE INCLUDED IN EACH RESUBMITTAL:**

**Project Plan checker will strike items not required and initial.**

- 1. Transmittal letter from the Engineer or Surveyor of Work listing all the items being submitted.
- 2. Copy of previous transmittal letter from the City and Plan checker's marked checklist .
- 3. Four (4) sets of bluelines of the corrected grading and erosion control plans folded to **9" X 12"**
- 4. Two (2) sets of bound Drainage Report corrected as necessary, sealed and signed by the Engineer of Work
- 5. Two (2) sets of bound Soils Report corrected as necessary, sealed and signed by the Soils Engineer
- 6. Two (2) sets Engineer's Cost Estimate corrected as necessary sealed and signed by the Engineer of Work
- 7. All previous checkprints of plans, reports, calculations and estimates .
- 8. Concurrent resubmittal : Final/Parcel Map, Improvement Plans.
- 10. Two (2) sets of Stormwater Pollution Prevention Plan (SWPPP) corrected as necessary
- 12. **ADDITIONAL ITEMS/INFORMATION REQUIRED:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

**NOTE: INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED.**

**SUBMITTAL COMPLETE. CHECKED BY:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**C. THE FOLLOWING ITEMS MUST BE SUBMITTED BEFORE CITY APPROVAL:**

**Project Plan checker will mark items not required with N/A and initial.**

- 1. Transmittal letter from the Engineer of Work listing all the items being submitted
- 2. Copy of previous transmittal letter from the City and Plan checker's marked checklist .
- 3. Electronic file of plans on CD.
- 4. All previous checkprints of plans, reports, calculations and estimates .
- 5. Two (2) sets of the corrected bluelines of the grading and erosion control plan folded to **9" X 12"**
- 6. Original mylars or photo mylars of the plans with all required signatures. Mylars must also be sealed & signed by the Engineer of Work.
- 7. Proof of approval of securities and agreements, and verification of payment of balance of fees.
- 8. **ADDITIONAL ITEMS/INFORMATION REQUIRED:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

**SUBMITTAL COMPLETE. CHECKED BY:** \_\_\_\_\_ **DATE** \_\_\_\_\_