

**ENGINEERING SERVICES**

**Traffic Plan**

**Initial Submittal Checklist**

Project Name: Date:

All items on this checklist must be included in the initial submittal for a complete submittal. Incomplete submittals will be rejected or not processed by the City. If the applicant deems an item to be not applicable to the proposed project, it shall be marked as “Not Applicable” with an explanation. **An appointment is required for all initial submittals.** Please contact Engineering Services at (760) 839-4651 or at [engineeringservices@escondido.org](mailto:engineeringservices@escondido.org).

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| --- | --- | --- | --- | --- |
|  | | | | Official Use Only |
| Not Applicable | Included | Item Description | Explanation |  |
|  |  | **Administrative Items needed only 1 set for overall project** |  |  |
|  |  | Copy of this City Transmittal |  |  |
|  |  | Transmittal letter from the Engineer or Surveyor |  |  |
|  |  | **Plans** |  |  |
|  |  | Two (2) sets of the Traffic Plans, folded to 9”x12” submitted to the Engineering Services counter |  |  |
|  |  | PDF of all plans and documents listed on this transmittal submitted through the City’s portal |  |  |
|  |  | **\*Fees** |  |  |
|  |  | Traffic Signal, Signing & Striping improvements shall be included on the Engineer’s Cost Estimate. Must use City’s format which can be found at <https://www.escondido.org/current-development.aspx> |  |  |
|  |  | PDF of an itemized cost estimate prepared by the Traffic Engineer for new or modified traffic signals submitted through the City’s portal. The estimate shall include quantities and unit prices. |  |  |

\*See Engineering’s Fee Schedule for current fees: <https://www.escondido.org/land-development.aspx>