

**ENGINEERING SERVICES**

**Landscape 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).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | | | 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 Landscape Plans, folded to 9”x12” submitted to the Engineering Services counter by the second submittal of the Grading Plan |  |  |
|  |  | PDF of all plans and documents listed on this transmittal submitted through the City’s portal |  |  |
|  |  | **\*Fees** |  |  |
|  |  | Planning Landscape Plan Review Fee |  |  |
|  |  | If the Engineer’s Cost Estimate utilizes the “Landscaping and Irrig. (Landscape.Arch.Estimate)” line item to estimate landscaping costs, please provide a separate itemized cost estimate (including quanitites and unit prices) from the Landscape Architect |  |  |

\*See Engineering’s Fee Schedule for [Current Fees](https://www.escondido.org/Data/Sites/1/media/Engineering/LandDevelopment/FinalFY20.21EngineeringFeeScheduleR2020-29R2003.doc).