ESCONDIDO
City of Choice

ENGINEERING SERVICES
Fiber Optic or General Utility Plan
Initial Submittal Checklist

Project Name: _____ Date: _____

Project Location: _____

Related Planning Case No(s): _____

All items on this checklist and all drawings required for the project must be included in the initial submittal. Incomplete submittals will be rejected by our screen check process and returned for additional information and missing items. If the applicant deems an item to be not applicable to the proposed project, it shall be marked as "Not Applicable" with an explanation. **All submittals must be completed online.** First, create an application at https://cwols.escondido.org/Portal/ , then upload documents to our ProjectDox software which you will be prompted to create an account through email. Please contact Engineering Services if you have any questions at (760) 839-4651 or at engineeringservices@escondido.gov.

Not Applicable	Included	Item Description	Explanation	Official Use Only
		Items to be submitted through the Portal (https://cwols.escondido.org/Portal/) for Screen Check review		
		The Planning approved Small Cell Wireless Facility Permit (required if proposed facilities connect to a wireless facility or wireless antenna)		
		The Engineering Conditions of Approval for related Planning Case(s) (required for proposed facilities that connects to small cell or wireless antenna)		
		Telecommunications Engineer's Cost Estimate. Must use City's format which can be found at https://escondido.gov/315/Land-Development (Required for Applicant's whom have an Agreement with the City that specifies Bonds equal to the cost to remove or maintain their facilities be posted with the City)		
		Agreement with the City for installation of facilities		
		Fiber Optic or General Utility Plans		
		Reference City Record Drawings for City utilities in project vicinity		
		*Cost Estimate and Fees		
		Initial Fees as determined through the Prescreen Check Process. (Note: Applicant can pay by check or credit card at our Engineering front counter or through the portal (https://cwols.escondido.org/Portal/) by credit card. APPLICATIONS WILL NOT BE REVIEWED UNTIL THE INITIAL PLAN CHECK FEES HAVE BEEN PAID.		

*See Engineering's Fee Schedule: https://www.escondido.gov/DocumentCenter/View/8696