



IMPROVEMENT PLAN INITIAL SUBMITTAL LIST

A first submittal for improvement plan processing must contain the following items:

- Blueline prints of the improvement plan together with any associated Grading Plan. Plans shall include cross-sections, profiles, and details to clearly illustrate the proposed work.
 - 6 copies if project is in Olivenhain Municipal Water District (OMWD) or Leucadia Wastewater District (LWD).
 - 7 copies if in the San Dieguito Water District (SDWD).
- Any associated Parcel Map or Final Map together with the approved Tentative Final Map (TM) or approved Tentative Parcel Map (TPM), as applicable.
 - 2 copies
- Resolution of Approval or Notice of Decision, with project conditions.
 - 2 copies
- Cost estimate, itemizing all work proposed as a part of the project. Private work shall be included in a separate estimate from public work.
 - 2 copies
- Preliminary Title Report, less than 3 months old, and copies of all documents listed in the Preliminary Title Report.
 - 2 copies
- Soils Report less than 3 years old and applicable to the current project, per Muni. Code 23.24.17 & 18.
 - 2 copies
- Corporate/Partnership papers, as appropriate.
 - 2 copies
- Structural Calculations for non-standard site walls.
 - 3 copies
- Hydrology Study with hydraulic and stormwater pollution control calculations.
 - 2 copies
- Legal descriptions/ plats/ closures if dedications are required.
 - 2 copies
- SWPPP, if applicable.
 - 2 copies on CD
- Submittal Fee/Deposit.
- Completed and signed Engineering Development Application.

Please Note: If project is within the jurisdiction of OMWD and/or LWD, the applicant must process the application separately and directly with that agency. The project planchecker will require additional items to be submitted following the initial review of the project submittal. The requirement to submit the hydrology study and/ or soils report may in certain special cases be waived by the City Engineer. If third-party review is required, the cost is born by the applicant in addition to any City fees.