



## **City Record Drawing Request Process**

1. Visit the City's online Public Utilities Plan Finder:  
<https://cityofescondido.maps.arcgis.com/apps/instant/nearby/index.html?appid=1c4946375fa349bcacbac1f7dca5f926>
2. Locate your project's address in the search location bar (or an address near your project if your project is located in the right-of-way).
3. City drawing numbers are shown under each layer for the current extent of the map view. To reduce or expand the drawings listed to the scope/area of your project, zoom in or out on the map for an updated drawing list. We recommend limiting your map view to the location of your project so only drawings relevant to your project are shown on the utility layers.
4. Drawing numbers for a specific City utility can be determined by clicking on the utility in the map view. This will highlight the drawing number under the corresponding layer.
5. Compile a list of City drawings being requested, and email your list to [engineeringservices@escondido.gov](mailto:engineeringservices@escondido.gov). Please include the address or street segment (including cross streets to clarify the block) if your project is in the right-of-way.

**Note:** if you are looking for drawings showing a hydrant location, please provide the drawing number for the water main and not the hydrant number shown on the hydrant layer.