

LETTER TO INDUSTRY
LTI#00000017

DATE: August 12, 2015

DCSM REFERENCE ARTICLE: Article 2-404.1 Conditions And Requirements For Permit Release

SUMMARY OF ISSUE/TOPIC: Submission of electronic drawing files in conjunction with signature set submission

EFFECTIVE DATE: Immediately

POLICY / REQUIREMENTS / GUIDELINE: Change wording of Article 2-404.1.D of the City of Manassas Design and Construction Standards Manual (DCSM) from:

2-404.1.D

With the Signature set submission, provide a CD/DVD containing individual sheets of all plans and plat specifications in AutoCAD or AutoCAD compatible format and PDFs of all printed plans. PDFs should be saved in separate folder titled "PDFs" in the main directory of the CD/DVD. Individual PDFs shall be generated for each sheet (not one consolidated PDF file). PDFs should be generated at 300 DPI or greater and should be checked to ensure the small detail notes of the plans are fully viewable.

To:

2-404.1.D

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BACKGROUND: Archived documentation does not require AutoCAD drawings of full site plan drawing set.

CONTACT: Jamie Collins

DEPARTMENT: Community Development - Development Services Division

MANAGER APPROVAL: Jamie Collins 

MANAGER TITLE: Development Services Manager