



## COUNTY OF PRINCE WILLIAM

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PLANNING  
OFFICE

Director of Planning

June 10, 2003

ENGINEER  
Manassas , Virginia 20109

**Re: Plan Number: XX- XXXXXR0XS0X**  
**Plan Name: JOHN DOE'S DEVELOPMENT**

**Resubmission Due Date: June 20 ,2003**

***Important: The subject plan/plat shall be resubmitted by the above referenced close out date. If the plan/plat is not submitted by this date, it will be closed out if an extension is not filed pursuant to Section 4.04.9 of the Administrative Procedures Manual.***

Gentlemen:

The review of the above referenced application has been completed, and the plan is recommended for signature approval providing minor changes are made to the plans.

1. Correctly number all sheets.
2. Add the correct revision and submission number to the cover sheet.
3. Remove all sheets that do not have revisions circled in red.
4. Make sure all proposed revisions are circled in red.

Please submit the following items for attachment to the Planning Commission Staff Report:

- Four copies of the plan folded separately<sup>1</sup>

**Note:** The cover sheet of the plan requires an original seal and signature of the design engineer.

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<sup>1</sup> If you have obtained approval from any agency, include the plan that is signed by the plan reviewers, recommending the plan for approval.