

Design Standards Letter

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Section/Plan No.: None

Subject: Revised Form SP-2 Standard Plans

Body

ALL DIVISION AND DISTRICT ENGINEERS

Attached is a revised copy of Form SP-2, Standard Plans for your information and use. Also, a small supply is being furnished to each District.

The Districts' use of this form will continue as in the past with the designer submitting as part of the plans for a project a listing of all applicable Standard Plans by checking the required plans on this form.

Beginning with the November letting, plans issued from this office will include a Standard Plans Index included in the Index of Sheets on the Title Sheet. This will be the Form SP-2 added to the plans by this office. The number of sheets of Standard Plans will no longer be shown on the Title Sheet.

It is of particular importance that a complete listing of Standard Plans for each project. Plans are currently being assembled by mechanical means and it is possible that an individual drawing from one set of plans could be missing. It is therefore the intention that any missing plan, as checked, would be furnished upon request. Refer to note in lower right-hand corner of Form SP-2.

The use of the Standard Plans Index sheet will eliminate the present practice of including Standard Plans as part of the final plans. The index sheet reference and the master file, which we will maintain in this office, will be capable of reproducing any standard plan at anytime.

Leland D. Fletcher
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Surveys and Plans