

_____, 20__

MEMORANDUM

To: _____
Chief, Design Division

Thru: _____
Section Manager

From: _____
Project Manager

Re: Design Approval

Route: _____

Des. No.: _____

PE Project No.: _____

R/W Project No.: _____

CN Project No.: _____

Project Description: _____

Transmitted herewith is the design approval packet for the above referenced project. All environmental and public hearing requirements have been met.

Design Approval Packet Approved: _____
Chief, Design Division
_____ Date

cc: (Send copies to applicable parties)

DESIGN APPROVAL PACKET TRANSMITTAL – Cover Memorandum Form

Figure 7-2 I