***Drafter’s Note: To be Sent to property owners no more than 10 days from receipt of counter proposal***

(date)

(name)

(address)

(city, state, zip)

RE: Property Owner Response to: Written Notice of Alternative Location and Design

Project: Parcel:

Dear (name):

The Missouri Highways and Transportation Commission (MHTC) is in receipt of your letter dated \_\_\_\_\_\_\_ and in regards to the improvement project along *(Route and County, for example, U.S. Route 36 in Macon and Shelby Counties).*

We appreciate your response and suggested alternatives. However, after reviewing your proposed alternatives, the engineering staff have determined that the current design remains the best option.

MoDOT is looking forward to working with you on this project. Should you have any questions please feel free to call (name) at (telephone number).

Respectfully,

(name)

Project Manager

Phone number, email

cc: Right of Way Manager

**Form 236.10.7.3C(09/07/2023)**