# MEMO

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To: Doug Booher

 Director, Environmental Affairs Division

From: <Enter name of Sender>

 <Enter title, DDOR of Sender>

Subject: Request for approval to prepare an environmental assessment instead of an environmental impact statement

I am writing to request your approval of the <enter name of TxDOT district>’s proposal to prepare an environmental assessment (instead of an environmental impact statement) for the following federally funded project:

<Enter name of project>
<Enter project limits>
<Enter CSJ(s)>
<Enter county(ies)>
<Enter district>

This project would construct <a new controlled access freeway> or <a highway project of four or more lanes on a new location>. Therefore, this project is one of the project types that normally requires an environmental impact statement (EIS) according to FHWA’s rules at 23 CFR 771.115(a). However, the <enter name of TxDOT district> does not anticipate that this project will cause significant environmental impacts.

This project is approximately <enter number> miles in length and would involve approximately <enter number> acres of new right-of-way. This project would involve approximately <enter number> displacements. Sensitive environmental resources that may be impacted by this project are <describe, including an estimated quantification of impacts to any sensitive environmental resources>.

<If any public involvement has already been conducted, explain what has been done, and briefly summarize any public input on the project.>

No substantial controversy on environmental grounds is anticipated for this project.

A combined aerial photograph/schematic of the project is provided with this memo.

If, during the course of the environmental assessment, significant environmental impacts are identified, the <enter name of TxDOT district> will prepare an environmental impact statement for this project.

Please indicate your approval or disapproval of the <enter name of TxDOT district>’s proposal to prepare an environmental assessment for this project below:

\_\_\_ Approved \_\_\_ Disapproved

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Doug Booher Date