**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**INTRADEPARTMENTAL CORRESPONDENCE**



**MEMORANDUM**

**SPN. \*\*\*-\*\*-\*\*\*\***

**\* HIGHWAY**

**ROUTE LA \***

**\* PARISH**

**FILE NO. \*\*-\*\*\***

**TO:** DAVID S. SMITH, P.E.

ROAD DESIGN ENGINEER ADMINISTRATOR

STEPHEN GLASCOCK, P.E.

ITS ENGINEER DIRECTOR

JOSHUA HARROUCH, P.E.

TRAFFIC ENGINEERING DEVELOPMENT ADMINISTRATOR

DAVID R. MILLER

MAINTENANCE DIVISION CHIEF

**FROM:** \*

PROPERTY MANAGEMENT AGENT

**DATE:** October 4, 2018

**SUBJECT:** Residual Property or Excess Property

 Parcel No. \*

 Site Code #-##-###

In reference to review for disposal of excess right of way, attached please find:

1. Disposal Checklist with comments from \*, District Engineer Administrator, with their recommendations in regard to disposal of the referenced excess right of way on the captioned project.
2. Right of Way map highlighting the area in question.

This property was acquired in \*(date) by \*(fee title/expropriation). This property was not acquired or needed as right of way but as an (uneconomic remainder/maintenance unit/barn site/etc.). If disposal is recommended, we will dispose of the property by private sale or public bid.

Please review this request and complete disposal checklist based on your recommendations regarding this disposal.

\*/\*

Attachments

cc: Assistant Real Estate Administrator