

**SAMPLE LETTER OF RECOMMENDATION BY AE**

September 18, 2000

Mr. James T. Cunningham, PE  
City Engineer  
Engineering Division  
City of Huntsville  
P.O. Box 308  
Huntsville, AL 35804

RE: Letter of Acceptance; Beautiful Place Subdivision

Dear Mr. Cunningham:

This letter is to certify that the streets, sidewalks, curbs and gutters, storm drainage structures and appurtenances, sanitary sewer structures and appurtenances, and all other constructed infrastructure is located within their dedicated rights-of-ways and/or platted easements. All traffic signs, street markers, and subdivision monuments have been correctly placed. Permanent erosion control measures are complete and functional and continued maintenance of sedimentation control is not necessary. All sediment control devices have been removed from the site with the exception of individual lots for which building permits have been issued and building construction has commenced.

I have reviewed as-built drawings, and sanitary sewer grades are within the minimum and maximum grades allowed by the City's sanitary sewer manual. I further certify that I have caused prudent on site inspections, geotechnical testing, and other quality control measures at a frequency and of a number as required by the various sections of the City of Huntsville Construction specifications to assure that among other things, dimensions have been met, correct materials have been used, and required densities of materials have been achieved. To the best of my knowledge (based upon my review of these investigations, tests, and inspections) all of the above improvements have been constructed in accordance with the approved plans, City of Huntsville specifications, and conform to the current Subdivision Regulations of the City of Huntsville.

*[If there are any exceptions to the above certification, they should be specifically listed here and justification provided as to why you recommend the exceptions be accepted. The City Engineer may, or may not, accept deviations.]*

It is understood that there is a \_\_\_\_\_ (12 month minimum) maintenance and guarantee bond that covers all of the public improvements and that said guarantee begins at the date

of acceptance as shown below. The developer understands that he is responsible for any discrepancies found in the subdivision improvements which are a result of defective design, workmanship, or materials for the maintenance and guarantee period.

All sidewalks (*could be landscaping or other bonded item*) are not complete at this time but are covered by letter of credit. A copy of the letter of credit is attached. The developer understands that he has until the expiration date of this letter of credit to install the sidewalks, and that if they are not completed at the end of that period, that City may invoke the letter of credit to build the sidewalks.

It is requested that the above improvements located within Beautiful Place Subdivision be accepted into the City of Huntsville maintenance program. No liens or other encumbrances have been placed against the improvements proposed for acceptance.

\_\_\_\_\_  
John Somebody, PE  
AL License No. 32827

\_\_\_\_\_  
Date

\_\_\_\_\_  
Gene Smith, RLS  
AL License No. 43191

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mike Adams, Developer  
Adams Properties, Inc.

\_\_\_\_\_  
Date

The above described improvements are hereby recommended for acceptance into the City of Huntsville maintenance program.

\_\_\_\_\_  
James T. Cunningham, PE  
City Engineer

\_\_\_\_\_  
Date

Accepted this the \_\_\_\_\_ day of \_\_\_\_\_, the year of \_\_\_\_\_.

\_\_\_\_\_  
Loretta Spencer  
Honorable Mayor of Huntsville

\_\_\_\_\_  
Date

Attachment: Sidewalk letter of credit