CITY OF HOUSTON

T. 832.393.6600
www.houstontx.gov/planning

TRANSPORTATION PROJECT ENDORSEMENT LETTER REQUEST

Project Sponsor (Agency/Organization Requesting Transportation Project Endorsement Letter)

Project Title

Contact Name | Contact Title

Contact Email | Contact Phone Number

Alternate Contact Name | Alternate Contact Title

Alternate Contact Email | Alternate Contact Phone Number

Indicate who to address in the letter: Name | Letter recipient agency

Letter recipient address

Select the most appropriate status regarding the project's Design Concept Report (DCR):
Drop down box with the following options:
DCR Intake Form has not yet been submitted

If DCR Intake Form has not yet been submitted, please attach project information - See Project Endorsement Letters Policy Guidance

Please describe the level of project maintenance expected from the City:

Is the project located on the Houston High Injury Network (HIN)? ◉ Yes ○ No
Is the project located in an area of high social vulnerability? ◉ Yes ◉ No
Does the project improve pedestrian safety? ◉ Yes ○ No
If yes, please describe how:

Is the project located in an area with high transit ridership and low vehicle ownership? ◉ Yes ◉ No
Please enter the Pavement Condition Index (PCI):
Does the project meet other community, regional or City needs? ◉ Yes ◉ No
Date letter is needed. (must be a minimum of 14 business days prior to the project sponsor's final deadline):

The provision of project endorsement letter does not commit the City of Houston to contributing funds or other resources to the referenced project (Must check "Agree" box to submit request). ◉ Agree

Non-standard materials used in the project will not be maintained by the city, and the applicant bears maintenance responsibility (Must check "Agree" box to submit request). ◉ Agree

The applicant understands and accepts that if the City builds the project, a cost recovery factor of 15% will apply (Must check "Agree" box to submit request). ◉ Agree

The project sponsor (applicant) understands and agrees to comply with the City of Houston Mobility Guidelines (Must check "Agree" box to submit request). ◉ Agree