



September 25, 2018

Property Owner
Project Area
COTTAGE GROVE, OREGON 97424

RE: Notification of Potential for Right-of-Way Purchase to Improve and Install Sidewalks
Map/Tax Lot: xx-xx-xx-xx-xxxxx

Dear Property Owner:

The City of Cottage Grove is embarking on an ambitious project to ensure that our young residents have adequate and accessible sidewalks to and from Lincoln Middle School and the new Harrison Elementary School. To make this plan a reality, the City is applying for the Oregon Department of Transportation Safe Routes to Schools Grant. With assistance from Branch Engineering and City staff in the Public Works & Development Department, we have identified your property as potentially requiring a right-of-way purchase. The recognition of your property as potentially needing a right-of-way purchase is an important component of the City's grant application. It is also important for you as the homeowner to understand what this will mean for you and your property as the City moves to make sidewalk improvements in the future with or without funding from the Safe Routes to Schools Grant.

Attached to this letter is a two-page brochure describing the City's proposed sidewalk improvements in the area surrounding your property. Also, you can look at the City's website, www.cottagegrove.org, to view the entire project scope including:

- Maps of the project area
- Photo examples of work to be done
- Project timeline
- Answers to Frequently Asked Question (FAQ's)

The City of Cottage Grove will be contacting you individually to discuss the specifics of any right-of-way purchase or easement requirement as the project moves forward. However, I encourage you to please call the Public Works & Development Department at 541-942-3349 to discuss any specific concerns you have.

On behalf of the City of Cottage Grove, I look forward to working with you to achieve the goal of providing safe and accessible routes for our students.

Sincerely,

Faye Stewart
Public Works & Development Director