

Kellard Sessions Consulting
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Armonk, New York 10504

LETTER OF TRANSMITTAL

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TO: Planning Board Town of Ossining John-Paul Rodrigues Operations Center 101 Route 9A P.O. Box 1166 Ossining, New York 10562 Attn: Ching Wah Chin, Chairman	JOB NAME/NO: MVL200 & MVL300	DATE: January 8, 2018
	RE: 1 Roosa Lane & 64 Hawkes Avenue Town of Ossining	

WE ARE SENDING YOU ☒ Attached via Hand-Delivered, the following items:

☐ Shop drawings ☐ Prints ☐ Plans ☐ Samples ☐ Specifications
☐ Copy of letter ☐ Change order ☐ _____

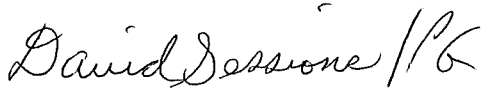
COPIES	DATE	NO.	DESCRIPTION
10	1/8/18	Sheets 1/4- 4/4	Set of Plans for 1 Roosa Lane
10	1/8/18	Sheets 1/4- 4/4	Set of Plans for 64 Hawkes Avenue
20	1/8/18	Sheet 1/1	Tree Removal & Screening Plan
1			CD of Submission

THESE ARE TRANSMITTED as checked below:

<input type="checkbox"/> For approval	<input type="checkbox"/> Approved as submitted	<input type="checkbox"/> Resubmit _____ copies for approval
<input type="checkbox"/> For your use	<input type="checkbox"/> Approved as noted	<input type="checkbox"/> Submit _____ copies for distribution
<input type="checkbox"/> As requested	<input type="checkbox"/> Returned for corrections	<input type="checkbox"/> Return _____ corrected prints
<input type="checkbox"/> For review and comment	<input type="checkbox"/> _____	

REMARKS:

COPY TO: Ralph Martinelli w/Enc.


SIGNED: David Sessions, RLA, AICP