

Application for Environmental Impact Assessment

Date: [Insert Date]

To: [Insert Recipient's Name]
[Insert Recipient's Title]
[Insert Agency/Organization Name]
[Insert Agency/Organization Address]
[Insert City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally submit our application for an Environmental Impact Assessment (EIA) in relation to our proposed urban planning project, [Project Name], located at [Project Location]. The project aims to [briefly describe the purpose of the project and its significance].

In accordance with [insert relevant legislation or guidelines], we are committed to conducting a thorough EIA to assess the potential environmental effects of our development. Our team is dedicated to identifying mitigation strategies to minimize any adverse impacts.

The following documents are attached for your review:

- Project Description
- Site Plans
- Preliminary Impact Assessment
- Stakeholder Consultation Summary

We kindly request a meeting to discuss the next steps in the EIA process and to address any questions you may have. Thank you for considering our application.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]
[Your Address]
[Your City, State, Zip Code]
[Your Email]
[Your Phone Number]