

Notification for Driveway Space Modification Request

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you about my request for a modification of the driveway space at [Your Address]. After careful consideration, I believe that the proposed changes will greatly enhance the accessibility and functionality of the space.

The specifics of the modification request are as follows:

- Current driveway dimensions: [Insert dimensions]
- Proposed modifications: [Briefly describe the modifications]
- Rationale for modification: [Explain the need for the modification]

I appreciate your attention to this matter and am available to discuss this request further at your earliest convenience. Please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for considering my request.

Sincerely,

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