

[Your Name]

[Your Position]

[Your Organization]

[Address]

[City, State, ZIP Code]

[Email]

[Phone Number]

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Recipient's Address]

[City, State, ZIP Code]

Subject: Confirmation of Public Infrastructure Architectural Plan

Dear [Recipient's Name],

We are pleased to confirm the receipt and approval of the architectural plan submitted for the public infrastructure project titled "[Project Name]." After careful review, we find that the proposed designs meet all the necessary guidelines and specifications set forth by our commission.

The project is scheduled to commence on [Start Date] and is expected to be completed by [End Date]. We appreciate your commitment to ensuring the timely and efficient execution of this initiative.

Should you require any further information or assistance, please do not hesitate to reach out to me directly at [Your Phone Number] or [Your Email].

Thank you for your dedication and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]