

Nadia Geddit
75 Picabo Street
Oklahoma City, OK 73199

April 21, 2025

Stuart Chai, P.E.
City Traffic Engineer
Oklahoma City Traffic Management Division
James D. Couch Municipal Building
420 W Main Street, Suite 600
Oklahoma City, OK 73102

RE: Traffic and Transportation Commission request for _____

Dear Mr. Chai,

We, the residents of (your neighborhood) request the installation of a traffic signal at the intersection of Beach Road and Midnight Pass Road in order to (improve safety, etc.). This intersection has (poor sight distance, high traffic volume, high accident history, insufficient lighting, etc. and other pertinent reasons).

(Add personal experiences or other information you believe relevant to the request. For example, “our street was recently resurfaced by Luciano Pavearoadi Paving Company and we have observed an increase in speeding.”)

I may be contacted at 555-5555 to discuss my request. If you cannot reach me, please contact my office and leave a message with my receptionist, Levon Hold. You may also contact me by e-mail at nadia.geddit@geemaildotcom.

Sincerely,

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