

**APPROVED WORDING FOR LETTER OF NOTIFICATION**

DEVELOPER'S NAME: \_\_\_\_\_

DEVELOPER'S ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_ DATE: \_\_\_\_\_

**BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

Dear Neighbor:

Pursuant to the notice requirements of the Land Development Regulations, as amended, notice is hereby given that \_\_\_\_\_ has applied to the New Rochelle Planning Board for approval of (check one):

- Site Plan
  
- Minor Subdivision/Apportionment
  
- Preliminary Subdivision
  
- Final Subdivision
  
- Special Permit for \_\_\_\_\_

Approval for Block \_\_\_\_\_, Lot(s) \_\_\_\_\_, located in a(n) \_\_\_\_\_ Zoned District, Case # \_\_\_\_\_.

The Planning Board will review the application at its Public Meeting on \_\_\_\_\_ at \_\_\_\_\_ p.m. at \_\_\_\_\_  
\_\_\_\_\_. Public Parking for the meeting is available on Hamilton Avenue and Beaufort Place. Copies of the application and preliminary building plan are on file for your inspection, by appointment only, in the Department of Development, (914) 654-2185, City Hall, 515 North Avenue, New Rochelle, New York 10801.

Sincerely,

\*According to Article XIII Section 331-121.A. of the New Rochelle Zoning Code, the applicant shall provide notice to all property owners within 250 feet of all lot lines of the premises at least 10 days prior to the meeting. Failure to comply will result in a postponement of the application.

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