

Date: \_\_\_\_\_

RE: Neighborhood Meeting Notice for Project in your Neighborhood

To whom it may concern,

You are invited to a neighborhood meeting to discuss a project we are proposing near your property. The purpose of the meeting is to discuss the project, answer any questions, and listen to your feedback and suggestions.

**File Number:**

**Meeting Date:**

**Meeting Time:**

**Meeting Location:**

**Project Summary:** The application is for \_\_\_\_\_ remodel of existing site/structure, \_\_\_\_\_ new construction, \_\_\_\_\_ subdivision, \_\_\_\_\_ sign.

The proposal is intended to be \_\_\_\_\_ residential, \_\_\_\_\_ mixed-use, \_\_\_\_\_ multi-family, \_\_\_\_\_ commercial use, \_\_\_\_\_ other.

The project includes \_\_\_\_\_ residential units and/ or \_\_\_\_\_ square feet of commercial.

If you would like to contact us ahead of the meeting, please feel free to reach us at (phone) \_\_\_\_\_ or (email) \_\_\_\_\_. We look forward to hearing from you.

If you provide written comments to the city seven days or more prior to the applicant's consultation with the design consultant's, your comments will be reviewed as part of the application. This application's review with the City may take place as soon as 15 days after the neighborhood meeting.

Please note, that if you wish to be an interested party or have the ability to appeal you must notify the city in writing. The city will inform interested parties of any revised materials that are submitted. You cannot appeal the application unless you have standing as prescribed in Idaho Code and provide written comment to the city seven days prior to the application's formal review with the City.

Thank you,

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Those who have standing may appeal the decision, **provided that written comment is received by the city at least seven days prior to the consultation.** Those who have not provided written comments seven days or more in advance of the consultation will not be permitted to appeal.

If you wish to be an interested party or may wish to appeal the city's decision please provide the city with the following information to the city via email [planning@gardencityidaho.org](mailto:planning@gardencityidaho.org) or mail to Attn: Design Review 6015 Glenwood, Garden City, Idaho, 83714.

File:

I wish to be an interested party  Yes  No

I wish to have the ability to appeal  Yes  No

Name:

Email :

Physical Address:

Which design elements are of concern:

Massing

Architectural elements

Connectivity

Landscaping

Water features

Site layout

Other

Please elaborate:

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Signature

Date