

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

Applicant/Property Owner Name: \_\_\_\_\_

Applicant/Property Owner Address: \_\_\_\_\_  
\_\_\_\_\_

Dear Resident and/or Property Owner,

You are receiving this notice according to the requirement for public notice for site plans in Unified Development Ordinance Sections 10.1.8, 10.2.1.C.1 and 10.2.8.D.1.d for properties within 100 feet of the subject site.

Our Administrative Site Review application (case # \_\_\_\_\_) has been approved by the City of Raleigh. A copy of the development plan is attached.

The subject site includes the following address(es) and Parcel Identification Numbers (PIN):

\_\_\_\_\_  
The zoning district(s):

\_\_\_\_\_  
Proposed building type(s):

\_\_\_\_\_  
Description of the proposed development:  
\_\_\_\_\_

For additional information on the property and development, you may enter the site address or PIN in iMAPs ([maps.raleighnc.gov](http://maps.raleighnc.gov)) and turn on the "Development Plans" layer. The application and development plan can be viewed online at [raleighnc.gov](http://raleighnc.gov) by entering the case number in the search bar. The case number or address(es) can also be entered in the search bar in the Permit and Development Portal ([permitportal.raleighnc.gov](http://permitportal.raleighnc.gov)) to view the status of the development plan.

If you have any questions or comments on the proposed development, we may be reached by phone at \_\_\_\_\_ or email at \_\_\_\_\_.

The Zoning and Land Development Division of the City of Raleigh Planning and Development department may be contacted by phone at [919-996-2492](tel:919-996-2492) or by email at [CurrentPlanning@raleighnc.gov](mailto:CurrentPlanning@raleighnc.gov).

Sincerely,

\_\_\_\_\_  
Applicant/Property Owner