LETTER FORM
TO BE SENT TO NEIGHBORS REGARDING VARIANCE PUBLIC HEARING

DATE: _____

_____
_____
_____

Dear_____,

In accordance with the Town of Jewett Zoning Law, I/We are notifying you as a neighboring property owner that the Town of Jewett Zoning Board of Appeals will be holding a Public Hearing

on: Wednesday _____ at _____ PM
[Month, Day, Year] [Time]

at: Town of Jewett
Municipal Building
3547 Route 23C (Beaches Corner)
Jewett, New York

regarding my/our Application for [Area or Use] Variance on the property located at:
_____
Tax Map No _____ Zoning District _____

I am requesting a variance for: _____

_____

_____

_____
[describe variance and reason]

Any one who is concerned with this matter may address the Board at the Public Hearing, or write to them at

TOWN OF JEWETT ZONING BOARD OF APPEALS
PO Box 132
Jewett, NY 12444.

Letters must be received before the Public Hearing. In addition to mailing the letter, a copy may be faxed to 518-263-3758 to ensure timely receipt.

Sincerely,