

NOTICE OF CITIZEN PARTICIPATION MEETING: *NAME OF PROJECT*

Citizen Participation Meeting

Postcards are being sent to all property owners within 1,000 ft of the project site to give notice that a development petition will be submitted to the City of Ann Arbor on *xx/xx/xx*. A citizen participation meeting will be held to give you an opportunity to review plans, ask questions, and provide comments that will be considered by the developer to finalize plans and then incorporated into a report for the City Planning Commission.

Project Location

Place location map here

Street Address of Project

Project Description

Describe the project. Include the site location, proposed uses, buildings that will be constructed, altered, or demolished, streetscape modifications, and any proposed zoning changes.

Meeting Logistics

Date: *Day of Week, Month Day, Year*

Time: *0:00 am/pm*

Place: *Name and address of location, with room name or number if necessary*

Questions or Comments

Questions or comments may be directed *Primary contact name and title* at *email address* or during business hours at *phone number*.

Persons with disabilities are encouraged to participate. Accommodations may be arranged by contacting petitioner's name. Requests need to be received at least 24 hours in advance of the meeting.

Return Address

Company / Developer Name

Line 1

Line 2

Proposed Project e.g. Site Plan Review

In accordance with the City of Ann Arbor's Citizen Participation Ordinance, you are being notified that a proposal for *Project* will be submitted to the City of Ann Arbor's Planning Department. Details about a citizen participation meeting designed for you to learn about this project are described on the opposite side of this card.

