

# DEAR NEIGHBOR:

THE PROPERTY LOCATED AT

---

*(Address of property and contact information—either email or phone)*

**IS PURSUING A LANDMARKS PRESERVATION COMMISSION  
APPLICATION FOR A**

---

*(Name of application being sought)*

**TO COMPLETE THE FOLLOWING WORK:**

---

*(List in layman's terms all work to be performed, including dimensions in feet and inches)*

**OUR PUBLIC HEARING IS SCHEDULED BEFORE THE LAND USE  
COMMITTEE OF CB 8 ON THURSDAY**

---

*(Date of Land Use Committee Hearing)*

**VIA CONFERENCE CALL AT 6:30 PM.**

Call details are as follows:

You will have an opportunity to comment during the Land Use Committee call. We advise you to please participate to learn more details of our project.