

P&Z Notice Letter

To whom it may concern:

Date: _____

This letter is being sent to you to make you aware of the Application listed below.

Notice is hereby given that _____ has filed a _____
(Applicant's Full Name) (List Type of Application)

For Listed Proposed Project Description below:

With the Town of Westport / **Planning and Zoning**

For approval for

(Address of Property)

The public hearing date for this application will be, scheduled at the discretion of the P&Z Commission.
A Notice of Public Hearing for this application will be published on the town's website.

To view application details please: Visit www.westportct.gov under *P&Z Pending Applications & Recent Approvals*.

To submit comments for above project: Mail or E-mail letter to pandz@westportct.gov.

For Future Reference:

If you wish to receive E-mail Notifications of future hearings follow these directions:

1. Go to Town Website at www.westportct.gov
2. On the top tool bar Click: **How Do I . . .**
3. On the left tool bar Click the following in order: **Communicate with the Town** then **Subscribe to Westport Emergency, Meetings, and News eNotifications**
4. Scroll down to **Meeting & News eNotifications** and type in your E-mail Address and your Name.
5. Click each **Board / Committee / Category** you want to receive E-mail Notifications from.
6. When you complete your selections, Click: **Submit**.
7. You will soon receive an E-mail confirmation.

Because you own property that is in close proximity to the subject of this application, Westport's Zoning Regulations require that you be notified that the Planning and Zoning Commission will hold a public hearing via video conference and conference call. Details regarding how to access the meeting will be posted on the Town's web page (www.westportct.org).

Thank you, _____

(Applicant's Full Name)