# NOTICE OF NEIGHBORHOOD MEETING

*This notice is to inform you of an upcoming opportunity to participate in a neighborhood meeting regarding a potential future development project within the City and County of Broomfield. This neighborhood meeting is required before the applicant can submit a formal application to the City and County of Broomfield Planning Division.*

## PROJECT OVERVIEW

**PROJECT NAME:**

**PROJECT LOCATION:**

**LEGAL DESCRIPTION: [Insert legal description.]**

**EXISTING ZONING:  [Recommend confirming with Planning staff.]**

**APPLICATION SUMMARY: [Include a one-sentence description.]**

## MEETING INFORMATION

**DATE:**

**TIME:**

**HOST/APPLICANT NAME:**

**MEETING [Insert meeting location or virtual meeting link. If a virtual meeting, we recommend including a shortened URL and a QR code to simplify connection.]**

***Please note that the meeting will conclude 15 minutes after its scheduled start time if no one attends.***

# [Insert Image Here]

*[Note to Meeting Organizer: Replace the above image placeholder with an Aerial Image identifying your project location, including adjacent roadway names to allow for easy understanding of location.]*

## PROJECT OVERVIEW

Who is the applicant?

What is proposed:  X units of [type] residential development or Y sf of what type of land use

Sample text: Lorem ipsum dolor sit amet, consectetuer adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat.

## MEETING DESCRIPTION

Sample text: The project representative(s) will present an overview of the proposed application at the start of the meeting. There will be an opportunity for the public to ask questions and for the applicant to respond.

Broomfield staff and/or elected officials may opt to attend; however, this meeting is hosted by the project representatives only.

## PROJECT REPRESENTATIVE(S)

**NAME:**

**CONTACT:**

**ORGANIZATION:**

## ADDITIONAL ATTACHMENTS / PROJECT IMAGES