

DATE

SAMPLE NOTICE LETTER

ADDRESS OF PROPERTY OWNER

Re: Notice of Public Hearing

To Property Owner:

Notice is hereby given to those parties in interest that there will be a hearing on **HEARING DATE** at 6:00 p.m. at the City Hall, 100 W. School St., Ridgeland, for the purpose of determining whether or not a ***SEE BELOW** shall be allowed on the following described property located in the City of Ridgeland, Mississippi:

ADDRESS OR DESCRIPTION OF PROPERTY

Sincerely,

APPLICANT / PETITIONER

***APPLICABLE TO PETITION:
CONDITIONAL USE
SPECIAL EXCEPTION
VARIANCE (HEIGHT, PARKING, ETC)
RE-ZONING**