

Date: \_\_\_\_\_

Property Owner/Applicant: \_\_\_\_\_

Property Owner/Applicant Address: \_\_\_\_\_

Dear Resident and/or Property Owner,

We have submitted a preliminary subdivision application to the Land Development Division of the City of Raleigh Planning and Development Department. You are receiving this notice according to the requirement for public notice for preliminary subdivisions in Unified Development Ordinance Section 10.1.8 and 10.2.1.C.1 for properties within 100 feet of the subject site.

The subject site includes the following address(es) and PIN(s):

\_\_\_\_\_

The zoning district(s), proposed building type(s) and the number of proposed lot(s) are provided below:

\_\_\_\_\_

You may enter the site address or PIN in [iMAPs](#), and turn on the “Development Plans” layer to obtain the preliminary subdivision case number. iMAPs is an online mapping and property information system made available to the public.

Attached is a copy of the development plan. In addition, the application and development plans can be viewed online at [raleighnc.gov](http://raleighnc.gov) by entering “Current Development Activity” in the search bar then navigating to “Subdivision Cases.”

The case number or address(es) can also be entered in the search bar in the [Permit and Development Portal](#) to view the status of the development plan.

If you have any questions or comments on the proposed development, we may be reached by phone at \_\_\_\_\_ or email at \_\_\_\_\_.

The Land Development Division may be contact by phone at [919-996-2492](tel:919-996-2492) or by email at [CurrentPlanning@raleighnc.gov](mailto:CurrentPlanning@raleighnc.gov).

Sincerely,

Property Owner/Applicant