

[Your Name]
[Your Title/Organization]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient Name]
[Recipient Title]
[Planning Department/City Council Name]
[Address]
[City, State, Zip Code]

Subject: Feedback on Proposed Suburban Transit-Oriented Development (TOD) Zoning Update

Dear [Recipient Name],

I am writing to formally submit my comments regarding the proposed zoning updates for the [Name of Area/Transit Station] Transit-Oriented Development (TOD) district. As a [resident/business owner/stakeholder] in [City/Town Name], I support the initiative to better integrate our suburban housing and commercial needs with our existing transit infrastructure.

Specifically, I would like to address the following points regarding the proposed changes:

- **Density and Housing Mix:** I encourage the city to allow for a diverse range of housing types, including townhomes and multi-family units, within a half-mile radius of the station to ensure affordability and accessibility.
- **Pedestrian Connectivity:** The zoning should prioritize "last-mile" connectivity by mandating wide sidewalks, safe crosswalks, and bike lanes that lead directly to the transit hub.
- **Parking Requirements:** I support the reduction of minimum parking requirements for developments within the TOD zone to encourage transit usage and lower construction costs.
- **Mixed-Use Integration:** It is vital that the update allows for ground-floor retail and services to create a vibrant, walkable environment for residents.

I believe that by modernizing our zoning code to favor transit-oriented growth, we can reduce traffic congestion, lower carbon emissions, and enhance the local economy. I request that these comments be included in the public record for the upcoming hearing on [Date].

Thank you for your time and for your efforts in planning for the future of our community.

Sincerely,

[Your Signature]
[Your Printed Name]