

[Date]

[Homeowner Name]
[Homeowner Address]
[City, State, Zip Code]

Re: Notice of Recent Zoning Changes affecting [Property Address/Neighborhood Name]

Dear Property Owner,

We are writing to provide you with a guide regarding recent updates to the local zoning ordinances that may affect your property. On [Date of Change], the [City/County Council] approved changes to the zoning classification for your area.

Summary of Changes:

- **New Zoning Designation:** [Insert New Zone, e.g., R-2 Residential]
- **Permitted Uses:** [Briefly list new allowed uses, e.g., Accessory Dwelling Units, Multi-family housing]
- **Setback and Height Requirements:** [Describe changes to building limits]

How This Affects You:

These changes are designed to [Reason for change, e.g., increase housing density/protect historic character]. While your current use of the property remains legal, any future construction, renovations, or changes in land use must comply with these new regulations.

Next Steps and Resources:

- **Official Map:** View the updated zoning map at [Website URL].
- **Permit Applications:** All new building permits will now be reviewed under the updated criteria.
- **Public Questions:** A community Q&A session will be held on [Date] at [Location].

If you have specific questions regarding your property rights or future development plans, please contact the Planning Department at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Department Name]
[Title]
[Organization/City Name]