

[Date]

Dear Neighbor,

URGENT: Proposed Zoning Change in [Neighborhood Name]

I am writing to inform you of a proposed zoning change that will directly impact our community. The proposal, identified as [Project Name or Ordinance Number], seeks to rezone the property located at [Address/Location] from [Current Zoning, e.g., Single-Family Residential] to [Proposed Zoning, e.g., High-Density Commercial].

Why this matters:

- Potential increase in [traffic congestion/noise/pollution].
- Impact on [local schools/parking/infrastructure].
- Changes to the [character/aesthetic] of our neighborhood.

How you can help:

1. **Attend the Public Hearing:** The Planning Commission will meet on [Date] at [Time] at [Location/Address]. Your physical presence makes a difference.
2. **Send an Email:** Contact the City Planner, [Name], at [Email Address] by [Deadline Date]. Reference [Case Number] in your subject line.
3. **Sign the Petition:** Visit [Link or Physical Location] to add your name to our formal opposition list.

We need a strong turnout to ensure our voices are heard by local officials. If we do not act now, these changes may become permanent.

For more information or to help distribute flyers, please contact [Your Name/Organization Name] at [Phone Number/Email].

Sincerely,

[Your Name]

[Your Address/Subdivision]