

[Your Law Firm Name]
[Street Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name/Neighbor Name]
[Street Address]
[City, State, Zip Code]

RE: Notice of Representation and Property Line Setback Dispute

Property Location: [Your Client's Property Address]

Subject Property: [Neighbor's Property Address]

Dear [Recipient Name],

Please be advised that this office represents [Client Name] regarding a legal dispute concerning the property line setbacks between your property and my client's property located at [Client Address].

It has come to our attention that the [Structure/Fence/Construction] currently located on or planned for your property is in violation of local municipal zoning ordinances and/or recorded easement restrictions. Specifically, the [Structure Name] fails to maintain the required [Number] foot setback from the shared property line.

This letter serves as formal notice for you to cease and desist any further construction or encroachment that violates these setback requirements. Our client's property rights are being adversely affected by this non-compliance, and we are prepared to take all necessary legal actions to protect those rights, including seeking injunctive relief and damages.

We request that you or your legal counsel contact this office by [Date] to discuss a resolution to this matter. Such a resolution may include the relocation of the structure or the filing of a formal variance request, subject to my client's approval.

Please direct all future communications regarding this matter to my office. Do not contact my client directly.

Sincerely,

[Your Signature]

[Your Printed Name]
[Law Firm Name]

cc: [Client Name]