



# NOTIFICATION

## Community Meeting

This letter is to inform you that a Community Meeting has been scheduled to discuss the land use proposal described below. This Community Meeting is required by the County in order to provide for an information exchange between the applicant and community members. The Community Meeting is facilitated by the applicant; however a representative from the Planning and Zoning Division will attend the meeting to provide information to the attendees regarding County process and regulations. The County has not received a formal application for this land use proposal.

### Address

<i>Street</i>	<i>City</i>	<i>State</i>	<i>ZIP</i>
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### Type of Request

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**Attachment:** Vicinity Map to Locate Site

### Community Meeting Information

<i>Date</i>	<i>Start Time</i>	<i>End Time</i>
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### Location of Community Meeting

<i>Street</i>	<i>City</i>	<i>State</i>	<i>ZIP</i>
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### Contact Information

<i>Applicant/ Representative</i>	<i>Phone</i>	<i>Email</i>
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### County Representative

<i>Name</i>	<i>Phone</i>	<i>Email</i>
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### What is a Special Use?

All properties within Jefferson County have a zoning designation. This zoning designation establishes the type and intensity of the uses allowed on the property. The standard zoning designations in the Zoning Resolution also identify additional uses that may be considered for properties called Special Uses. Special Uses are uses that could potentially occur depending on the impacts to and compatibility with the surrounding area. The regulatory requirements for a Special Use application are located in the Zoning Resolution. All Special Use applications are presented to both the Planning Commission and the Board of County Commissioners in public hearings. The Planning Commission makes a recommendation on the proposal to the Board of County Commissioners and the Board of County Commissioners makes the final decision.

### What Can I do?

Attend the Community Meeting so you are aware of what is being proposed by the applicant. Provide constructive comments that would aid in making the project better and perhaps less impactive to the surrounding community.

### Next Steps

After the Community Meeting, the applicant may choose to go forward with the proposal by making a formal application. When a formal application is submitted, surrounding property owners will again be receive a notification letter. It is important to note that the information submitted for the formal application may be different than what was presented at the community meeting.