

# How Do I

## File a petition on a land use case?

**When filing a petition on a land use case please incorporate the following:**

1. Format the petition such that it begins with a clear, concise, bulleted list of points for consideration, followed by the list of supporters.
2. Provide the full name, legal address and phone number of each signatory.
3. Each signatory must be a resident of Jefferson County or own a business or real estate located in Jefferson County.
4. Each signatory must be an adult (18 years or older).

**Petition Regarding ( )**

We the undersigned members of the (XYZ) Homeowner's Association wish to express our opposition to the proposed land use located at (123 Main Street, Case No. 05-12345BLU).

Our opposition is based upon:

- Concerns with increased traffic and its effects on neighborhood safety.
- Compatibility with surrounding community.
- Failure of the proposed rezoning to comply with the recommendations of a Jefferson County Comprehensive Plan.
- Etc.

Name	Address	Phone Number	Interest in the Issue
1.			
2.			
3.			
4.			
5.			
6.			
7.			

### Planning & Zoning



### Steps to take with the County

1. Provide a copy to the Planning and Zoning Division or to the Board of County Commissioners prior to the public hearing. Staff will need to verify individuals on petitions to determine validity of such documentation.

2. Be thoughtful in your approach to your concerns. Comments are generally the most effective way to communicate issues.

3. Talk with Planning and Zoning if you have any questions about this process so that we may assist you where we can

