

Date

### **NOTICE OF NEIGHBORHOOD INFORMATION MEETING**

Based upon the action requested below, the City of Topeka is requiring the listed developer to hold a neighborhood information meeting prior to the Planning Commission public hearing:

**Date and Time**  
at the **Place** (see attached map)

You have been identified as an owner of record within (**INSERT 500' or 300'**) of the project boundary or a City-registered neighborhood organization within ½ mile. The public is invited to attend this meeting to find out more details from the developer and have an opportunity to ask questions about their proposed development as described below.

### **Project Information**

**Action Requested:** Rezoning to (fill in)

**Name of Owner:**

**Name of Applicant's representative:** Include email

**Location of Development:** (include size)

**Existing Zoning:**

**Comprehensive Plan Designation:**

**Scope of Project:**

**Council District:**

**Planning Commission Public Hearing:**

If unable to attend, questions may be submitted prior to the meeting to be included in the developer's report to the City. Questions or comments should be sent to:

City of Topeka Planning Department  
ATTN: Case Planner  
620 SE Madison, 3<sup>rd</sup> Floor Unit 11, Topeka, KS 66607  
(785)368-3728 or [Email](#)

