

# Attachment E: Notice of Public Hearing (Surrounding Property Owners)

Town of Pittsboro, Indiana Board of Zoning Appeals

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*All adjacent tracts of land and those situated immediately across public thoroughfares will be notified at the expense of the applicant. Locating property owner names and contact information is the responsibility of the applicant. If the affected property is located at the edge of Pittsboro's jurisdiction, the property owners in the outlying area(s) must still be notified in accordance with this attachment. Owners of record for outlying properties can be found through the Hendricks County Assessor's Office.*

*This attachment is to be mailed through certified mail (or another mail carrier where a signature is required) to each of the aforementioned property owners at least fifteen (15) days before the hearing date.*

*Certified mail receipts are due to the Town Hall at least five (5) days before the hearing date. Failure to provide proof of notice will automatically table the hearing until the next Board of Zoning Appeals meeting.*

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This is to inform you that the Town of Pittsboro Board of Zoning Appeals will hold a Public Hearing on

\_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ p.m. in the Pittsboro Town Hall. Call (317) 892-3326 for  
(Date)

the exact location should a conflict occur. The application, submitted by \_\_\_\_\_  
(Applicant)

requests \_\_\_\_\_ of \_\_\_\_\_ acres of property located at  
(Application Type) (Acreage)

\_\_\_\_\_. The request is  
(Property address / location)

for \_\_\_\_\_

\_\_\_\_\_  
(Brief Application Description)

Information regarding this application can be viewed at the Pittsboro Town Hall on or before such hearing. Written suggestions or objections relevant to the application may be filed up to five days prior to the hearing. Interested persons desiring to present their views verbally will be given the opportunity to be heard at the above mentioned time and place.

Applicant Signature: \_\_\_\_\_