

**TEMPLATE OF LETTER FROM PROPERTY OWNER TO  
ABUTTING LANDOWNERS AND INTERESTED PARTIES**

Date: \_\_\_\_\_

To: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

In response to an application we/I submitted to the Sutton Development Review Board, a public hearing has been scheduled by the Town of Sutton, Development Review Board on \_\_\_\_\_, at \_\_\_\_\_ p.m. We/I are requesting to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your participation in this proceeding is a prerequisite to the right to take any subsequent appeal. If you need any further assistance, I can be contacted at the address below.

Sincerely,

\_\_\_\_\_, Property owner

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_