

**City of Saratoga
Neighbor Notification Form**

PROJECT ADDRESS: _____

Dear Neighbor,

I am proposing a project at the above stated address and would like to provide you with an opportunity to review the proposal and provide comments. All of the adjacent neighbors and the neighbors across the street from the property are being provided this notice as a courtesy in advance of the standard City Notice which will be sent out prior to a decision being made on the project.

*I ask that you familiarize yourself with the preliminary plans for the project. These plans are **PRELIMINARY ONLY** and may be changed as the project moves forward. You may contact the City of Saratoga's Planning Division at any time to review any changes that may occur.*

The City of Saratoga asks that this form and a reduced set of plans be signed by each neighbor to indicate that they have had an opportunity to review the proposal. Please be advised that these plans are preliminary and may change. If you have further interest in the project, you may contact the City of Saratoga at 408-868-1222 and speak with the assigned project planner.

My signature below certifies that I am aware of the proposed project and have reviewed the preliminary project plans.

Neighbor Name: _____ Date: _____

Signature: _____

Neighbor Address:

_____ Neighbor Phone #: _____

If I have any initial concerns with the project I may list them below. My concerns are the following (please attach additional sheets if necessary):

Applicant Name: _____ Date: _____

Application Number: _____