

Invitation to a Project Integration Meeting

To: All neighbors of the property outlined on the enclosed map.

From: _____

You are cordially invited to an informal meeting to discuss a project that is proposed for the property outlined on the attached map.

Meeting day: _____ and date: _____

Meeting time: _____

Meeting place: _____

For questions and directions, contact: _____

E-mail: _____ Phone: _____

This project is an opportunity for us to improve our neighborhood. A technique that has worked in other communities is called the Project Integration Procedure. It gives neighbors a hand in designing projects so that the project improves the neighborhood.

The procedure involves working with the developer to find something that can be added to the project to improve it. As neighbors, we know best what facilities or features would enhance life in our neighborhood if those features could be included in the project.

Read over the attached Checklist of Community-Enhancing Features to give you some ideas. Jot down other ideas that occur to you. Then, please bring your ideas to the meeting. The first meeting will just be with people from the neighborhood so we can learn more about the procedure and decide if we want to do it.

Give me a call, or send me an e-mail if you have any questions.

Please contact me to let me know if you will be able to attend.

Sincerely,

Attachments: Street map with development site outlined
Checklist of Community-Enhancing Features