



April 11, 2016

Dennis Lee
5070 Parkside Avenue
Philadelphia, PA 19131

RE: Required Neighborhood Notice and Meeting for Zoning Application concerning 5711 Ridge Avenue, Council District #4, Permit #673148

Dear Mr. Lee,

We are writing to inform you of your responsibilities under Section 14-303(12) of the Philadelphia Zoning Code to provide notice, in writing, to all affected properties and Registered Community Organizations (RCOs) of the Zoning Board of Adjustment (ZBA) hearing for the above-referenced property. **You are required to send notice within 10 calendar days of this correspondence (including all information contained in the attached “Templates for Zoning Applicant”) and submit a copy to the District Council contact at joshua.cohen@phila.gov, the Philadelphia City Planning Commission at RCO.Notification@phila.gov, and the Zoning Board of Adjustment at RCOZBA@phila.gov.**

The affected RCOs are as follows:

- Roxborough Development Corporation, james@roxborough.us
- Central Roxborough Civic Association (CRCA), don@crca.us
- Friends of the Wissahickon, mccarthy@fow.org

Notice to affected properties must be delivered via regular mail or hand delivery. Please see the attached for a complete list of these properties. Please be advised that addresses on this list may differ from those used by the U.S. Postal Service; it is the responsibility of the applicant to verify these addresses and to ensure notice is successfully delivered. If there are any discrepancies please contact the Planning Commission and we will undertake a thorough review and update the list, if need be. The notice must contain all of the information required by Section 14-303(12)(d)(.1) of the Philadelphia Zoning Code. Refer to the attached templates regarding RCO & Zoning Applicant notification for additional guidance.

There are multiple affected RCOs. **Roxborough Development Corporation and Central Roxborough Civic Association (CRCA) shall serve jointly as the Coordinating RCOs.** You must contact the Coordinating RCOs to schedule a public community meeting regarding your zoning application. The Coordinating RCO must convene a public community meeting by May 21st (45 days from April 6th, the filing date of your petition to appeal) or provide the ZBA with a letter outlining why no meeting has been held.

You may direct inquiries to RCO.Notification@phila.gov. Please include council district and property address in subject line of all email correspondence. For

Gary J. Jastrzab
Executive Director

Anne Fadullon
Chair

Joseph Syrnick
Vice-Chair

Michael DiBerardinis
Rob Dubow
Patrick Eiding
Harold T. Epps
Cheryl Gaston, Esq.
Maria Gonzalez
Nancy Rogo Trainer, FAIA, AICP

One Parkway Building
1515 Arch St.
13th Floor
Philadelphia, PA 19102

Interpreter services available. | خدمات الترجمة الشفهية متوفرة لدينا | சமரச்சேவையளிக்கப்படுகிறது | 提供口译服务 | Services d'interprétation disponibles. | 통역이 제공됩니다 | Предоставляются услуги устного переводчика. | Se brindan servicios de interpretación. | Có sẵn dịch vụ thông dịch.

215-683-4615 Telephone
215-683-4630 Facsimile

www.phila.gov/cityplanning
www.phila2035.org

additional information please visit:

<http://www.phila.gov/CityPlanning/projectreviews/Pages/RegisteredCommunityOrganizations.aspx>

Thank you for your cooperation.

CC: joshua.cohen@phila.gov
RCO.Notification@phila.gov
RCOZBA@phila.gov
james@roxborough.us
don@crca.us
mccarthy@fow.org