City Of Raleigh

NORTH CAROLINA

June 24, 2013

Re: **Sidewalk Petition #2013-0021 – Burntwood Circle**

Dear Property Owner:

The City of Raleigh has received a request to construct a sidewalk along **Burntwood Circle (southwest side only)** from **Winfield Court** to **Idlewood Village Drive and along Idlewood Village Drive (north side only) from the existing sidewalk to Burntwood Circle**. In order for this request to be considered, city policy requires the approval of seventy-five percent (75%) of the abutting property owners. If you are in favor of the proposed sidewalk, **please complete and sign the enclosed petition form and return it** using the enclosed return envelope **by August 8, 2013**. The petition form **must be signed by all persons currently claiming ownership** of the listed property. A Scanned copy of the form can also be sent via email to AssessmentSpecialist@Raleighnc.gov, or via fax at 919-996-7165.

Property owners will not be required to pay an assessment for the sidewalk. However, there may be impacts to abutting properties where they border the street right of way. In some cases, construction of the sidewalk may require that easements be acquired from abutting property owners. Details of what areas may be impacted, and where easements may be needed will not be known until the sidewalk has been designed.

If the petition is successful, the proposed sidewalk will be ranked against other successful petitions for sidewalks in residential neighborhoods. The timeline for construction of the sidewalk will depend on this project's ranking and available funding. After funding becomes available, property owners will be invited to a design meeting at which time they will be given the opportunity to provide input on the sidewalk's design. A decision on the location of the sidewalk will occur during the design process.

Again, **please return the enclosed form by August 8, 2013**. If you have any questions regarding this petition or the petition process, please feel free to contact an Assessment Specialist at (919) 996-3030. Information is also available at www.raleighnc.gov, search: "sidewalk petition program."

Sincerely,

Jimmy Upchurch
Assessment Supervisor
City of Raleigh | Public Works

Sample

One Exchange Plaza
1 Exchange Plaza, Suite 1020
Raleigh, North Carolina 27601

City of Raleigh
Post Office Box 590 • Raleigh
North Carolina 27602-0590
(Mailing Address)

Municipal Building
222 West Hargett Street
Raleigh, North Carolina 27601

City of Raleigh Public Works Department

Petition for Sidewalk Improvements

Sidewalk Petition # 2013-0021- Burntwood Cir from **Winfield Ct** to **Idlewood Village Dr**

Property Location/Real Estate ID: _____/

Listed Property Owner(s): _____

Mailing Address: _____

- **Please check one option and SIGN APPROPRIATELY**
  (signature of all listed property owners is required)

____ Yes, I am in favor of the construction of a sidewalk along the above mentioned street.

____ No, I am opposed to the construction of a sidewalk along the above mentioned street.

_____
Signature

_____
Signature

- **Please provide your contact information and comments below**

Telephone Number: _____ Email: _____

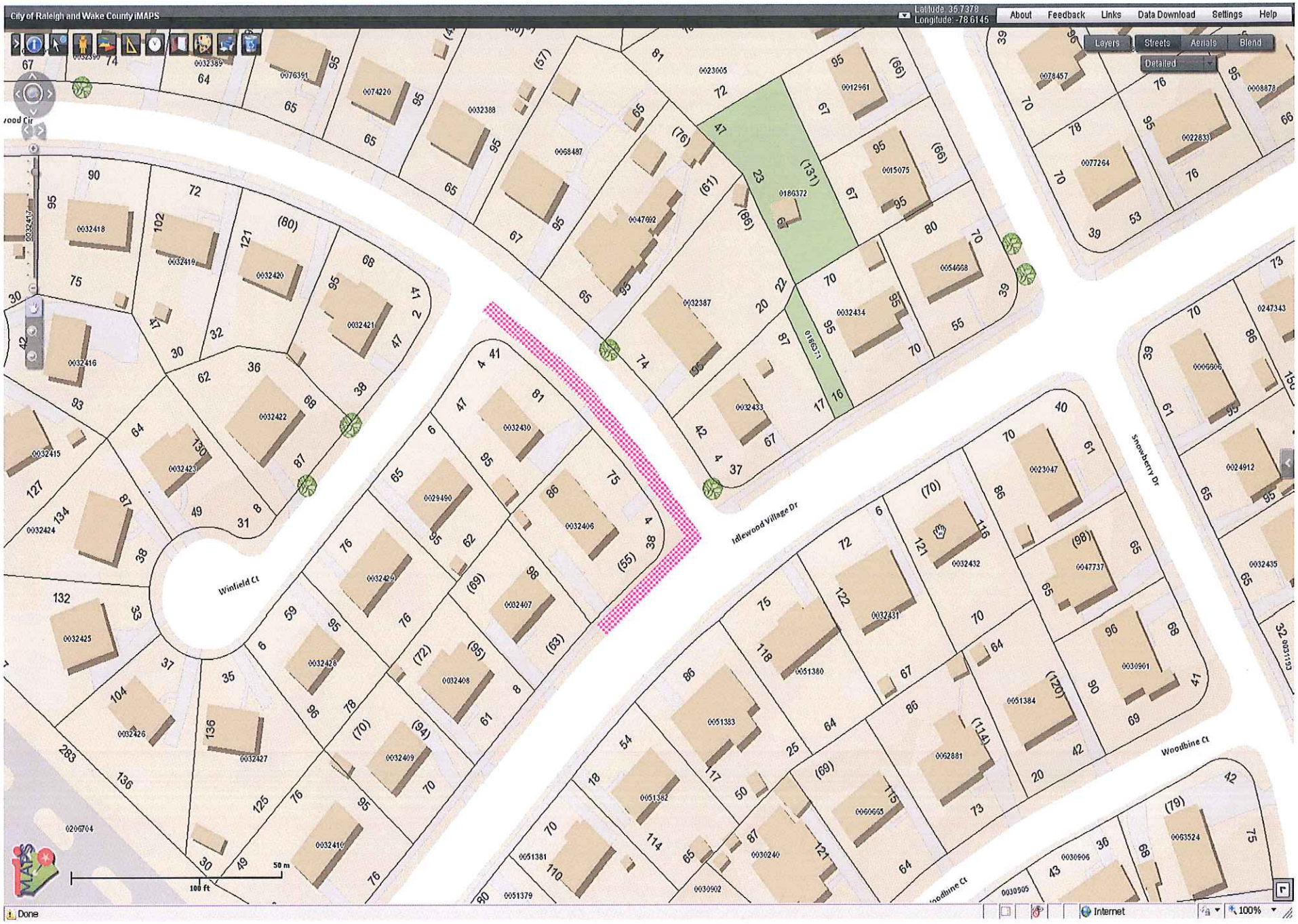
_____

_____

_____

_____

Please return this form by **August 8, 2013**, using the enclosed return envelope, via email at AssessmentSpecialist@Raleighnc.gov or via fax at .

Sample

Burntwood Circle Sidewalk Petition