



The City of York Pennsylvania

50 West King Street ❖ PO Box 509 ❖ York PA 17405

www.yorkcity.org

Honorable C. Kim Bracey, Mayor

*Joslin L. Kearse
Deputy Director / Deputy Zoning Officer
Bureau of Permits Planning and Zoning*

First Class Mail

April 19, 2012

(SAMPLE LETTER)

Dear Mr. Who:

Pursuant to the update to our City's Zoning Ordinance, vending machines and soda machines on sidewalks or other right of ways within the City's Central Business District are no longer permitted. Our Zoning Officer has identified that there are two placed adjacent to your property at the southwest corner of George and North Streets.

Please let this letter serve as notification that these machines are in violation of our Zoning Ordinance and must be removed. You have **thirty (30) calendar days** to comply with this request. If you have any questions, please do not hesitate to contact our office at 849-2256.

Thank you for your consideration.

Sincerely,

Joslin L. Kearse,
Deputy Director / Deputy Zoning Officer
Bureau of Permits Planning and Zoning

Cc: Kevin Schreiber, Director, Economic & Community Development Department
Marke Elion, City Solicitor
File