Date

Martin L. Heft, Undersecretary

Intergovernmental Policy and Planning Division

Office of Policy and Management

450 Capitol Avenue MS# 54ORG

Hartford CT 06106-1379

RE: **Public Act 23-142 2023 Noncompliance**

Undersecretary Heft:

I am notifying you that **(name of municipality)’s** zoning ordinances and regulations are not in compliance with Public Act No. 23-142 for calendar year 2023.

I anticipate that **(name of municipality)’s** zoning ordinances and regulations will be brought into compliance with these requirements by **(specific time frame).**

IN WITNESS WHEREOF, \_\_\_\_\_\_\_\_\_\_\_\_\_\_, Chief Executive Officer of **(name of municipality)**, has hereunto set his/her name and seal this **date** day of **month**, in the year 2023.

Signed, sealed, and delivered

In the presence of: By:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(Name of Chief Executive Officer)** Town of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Duly authorized

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Personally appeared, \_\_\_\_\_\_\_\_\_, Chief Executive Officer of **(name of municipality)**, signer and sealer of the foregoing instrument, who acknowledged that the same is his/her free act and deed, and the free act and deed of the town of \_\_\_\_\_\_\_\_\_\_\_\_, before me.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Notary Public