

Request for Mediation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

I am writing to formally request mediation regarding the ongoing zoning conflict affecting [brief description of the property or area involved]. As a concerned [resident/organization member/property owner], I believe that mediation can help us reach an amicable solution that satisfies all parties involved.

The current situation, including [briefly outline the zoning issues and any relevant details], has created [explain the impact, such as disturbances, conflicts, etc.]. I believe that with the guidance of a mediator, we can work towards a resolution that is beneficial for the community and respects all stakeholders' interests.

Please let me know your availability for a mediation session in the coming weeks. I am hopeful that we can come together to discuss this matter further.

Thank you for your attention to this important issue. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]