**[Organization’s letter head]**

DATE, 2023

Chairwoman Kelley Britt, Terri Hamilton-Brown, Alanna Faith, Nina Holzer, Priscila Rocha

Board of Zoning Appeals

Cleveland City Planning Commission  
601 Lakeside Ave, City Hall, Room 516

Cleveland, Ohio 44114

**RE:** **Proposed Youth Drop-In Center at 4100 Franklin Blvd.**

**Support for BZA Calendar Item BZA 22-213, 4100 Franklin Blvd.**

Dear Chairwoman Britt and Board Members Hamilton-Brown, Faith, Holzer, and Rocha,

I’m writing today to state support from [name of organization] for the proposed Youth Drop-In Center at 4100 Franklin Blvd. [name of organization] believes this important resource is a necessary and beneficial addition to the community that will provide much needed services for young people experiencing homelessness and housing instability.

The site for the Youth Drop-In Center was selected by young adult leaders with lived expertise of homelessness. They identified this as the ideal location, citing neighborhood walkability, safety, accessibility by public transit, and proximity to other important resources in the community. The Youth Drop-In Center will provide a welcoming and secure environment with services that continue the location’s legacy of supporting young people through the histories of Lutheran Family Services and Lutheran Children’s Aid Society.

[Please add a brief paragraph as to how you or your organization's knowledge and history of working with young people would benefit from this added community support]

The Youth Drop-In Center provides a tremendous opportunity to create deeper relationships and opportunities in the neighborhood for guests at the Center as well as community-based organizations like ours. We hope that you will consider our support in your decision on Lutheran Metropolitan Ministry’s appeal to begin operations of the Center at 4100 Franklin Blvd.

Sincerely,

Your name  
Role  
Your phone or email