



REQUEST FOR LETTER OF ZONING VERIFICATION

A zoning verification letter is to verify the current zoning of a property. Zoning verification letters, upon request, may include documentation regarding the regulations of the zoning of the property in question. Zoning verification letters do not verify the status of the buildings or uses on the property- they do not certify the conformance or non-conformance of existing structures or uses- they do not verify compliance with parking regulations.

To obtain a zoning verification letter please complete the form. If the area of the request cannot be clearly defined, the applicant must furnish a plat with the request or parcel map with site delineated. A minimum processing time of 3 days is required. Any changes to the letter will constitute a new request. *The fee to process this request is \$40.00 and due upon submission.*

Applicants Name: _____
Phone Number: _____
Email: _____

Address of subject property: _____
Parcel Identification Number: _____

Intended use (and/or current use) of property being requested:

Name and address of person to whom the letter is to be addressed:

Name and Address of person to whom the letter is to be sent:

Signature of Applicant: _____
Date: _____

Submit Completed Form To:

2296 Talmadge Road
P.O. Box 220
Lovejoy, Georgia 30250
Via email: ljcity@cityoflovejoy.com / Via Fax: (770) 471-6499

Rec'd date: _____ By: _____
Paid: _____