CITY OF ORMOND BEACH

Planning Department and Building Division

22 South Beach Street, Ormond Beach, FL 32174

Tel: (386) 676-3207 www.ormondbeach.org comdev@ormondbeach.org

v3.2013

ZONING VERIFICATION LETTER APPLICATION

For Planning Department and Building Division Use

Application Number _____ *Date Submitted* _____

APPLICATION INSTRUCTIONS AND FEES

Please complete the application to the best of your knowledge. Please use the space provided below to explain the circumstances, or if needed, attach a letter outlining your request. A verification fee of $35 shall be submitted with the application.

APPLICANT INFORMATION

Name _____

Address _____

Telephone and Email _____

PROPERTY DETAILS

Proposed Location Address _____ Parcel ID No. _____

ADDITIONAL REQUESTED INFORMATION

☐ Zoning ☐ Building ☐ Fire

Please use the space provided to request any additional information you may require or attach a letter outlining your request.

CERTIFICATION

I hereby certify that the information and representations provided above are true and correct to the best of my knowledge, and based on these representations I will be provided a zoning verification letter based upon the available records furnished by the City of Ormond Beach.

Signature:_____

STATE OF FLORIDA
COUNTY OF _____
The foregoing instrument was acknowledged before me this _____day of _____, 20___, by _____, who (_) provided _____ as identification, or (_) who is personally known to me.

_____
Notary Public, State of Florida
My Commission Expires:

* If you are executing this document on behalf of a corporation please complete the spaces with your title and the name of your company as indicated.

Please be advised that the zoning verification letter is based upon the available records furnished by the City of Ormond Beach. This report is based on the Zoning Ordinance, Building Code, and/or Fire Code that is in effect on the date the report was prepared. Code regulations could be subject to change. While every attempt has been made to ensure the accuracy or completeness, and each subscriber to or user of this report understands that the City of Ormond Beach disclaims any liability for any damages in connection with its use. In addition, the City of Ormond Beach assumes no responsibility for the cost of correcting and unreported conditions.