VC#_____

LETTER OF ZONING VERIFICATION APPLICATION

APPLICATION FEE: $90

Department of Development Support & Environmental Management
435 North Macomb St., 2nd FL
Tallahassee, Florida 32301
Phone: (850) 606-1300
www.leonpermits.org

Date: _____ Tax Parcel I.D. Number: _____
(If not known, contact the Leon County Property Appraiser's Office at 850-606-6200)

Parcel Size (In Acres): _____ Parcel Street Address (If Any):_____

Existing Property Use:_____

Zoning Verification Request:

☐ Residential Group Home (6 or Fewer Residents)
☐ Change of Use/Tenancy without Expansion: _____
(write use; i.e., restaurant, office, etc.)
☐ Temporary Alcohol Permit Review (< 250 people; Temporary events with 250+ people require a Temporary Event Permit; Contact Development Services at 850-606-1300.)
☐ Specific Zoning Questions:

WRITE SPECIFIC ZONING QUESTIONS TO BE ANSWERED HERE OR ATTACH SEPARARTE SHEET(S):

Applicant Information:

Name (Please Print): _____

Mailing Address: _____

Telephone Number:_____ Email Address: _____

☐ Email Certificate ☐ Mail Certificate ☐ Pick Up Certificate

PLEASE NOTE: SUBMITTAL OF THIS APPLICATION WILL RESULT IN THE ISSUANCE OF LETTER OF ZONING CERTIFICATE. THE CERTIFICATE WILL INDICATE IF THE SUBJECT PROPERTY IS ZONED APPROPRIATELY FOR THE REQUESTED USE AND WHETHER IT IS A LEGAL LOT OF RECORD. THIS CERTIFICATION IS NOT INTENDED TO REPLACE OR SUBSTITUTE FOR ANY TITLE SEARCH, NOR DOES IT ANALYZE ANY LIMITATIONS PERTAINING TO THE PROPERTY AS A RESULT OF EASEMENTS, DEED RESTRICTIONS, COVENANTS, OR OTHER BINDING AGREEMENTS INVOLVING PARTIES OTHER THAN LEON COUNTY. ADDITIONALLY, THE SUBJECT PROPERTY WILL BE REQUIRED TO BE CONSISTENT WITH ALL APPLICABLE SECTIONS OF THE LEON COUNTY CODE OF LAWS. THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR THE ACCURACY OF ALL INFORMATION PROVIDED, AND MAY BE REQUIRED TO FURNISH ADDITIONAL INFORMATION BEFORE A CERTIFICATE IS ISSUED. CLAIMS TO VESTED RIGHTS FROM THE COMPREHENSIVE PLAN MUST INCLUDE COPIES OF THE VESTING CERTIFICATE. **A LETTER OF ZONING CERTIFICATE IS AN ADMINISTRATIVE ACTION AND DOES NOT GRANT DEVELOPMENT APPROVAL OR PROVIDE VESTED DEVELOPMENT RIGHTS. NO LETTER OF ZONING CERTIFICATE SHALL BE THE BASIS FOR ANY CLAIMS OF ESTOPPEL OR VESTING AS AGAINST ANY LAND DEVELOPMENT REGULATIONS OR ZONING REGULATIONS, WHICH MAY BE ADOPTED ON OR AFTER THE DATE OF THE RCC APPLICATION. THE LETTER OF ZONING CERTIFICATE DOES NOT NEGATE THE REQUIREMENT OF SUBMITTING FOR A PERMITTED USE VERIFICATION (PUV) APPLICATION FOR FURTHER OR MORE EXTENSIVE DEVELOPMENT.**

Revised 7/7/2021