



## Application to Request a Zoning Verification Letter

Please fill out the information below and submit completed forms to the Planning Dept. Letters take approximately 5 business days to complete. If you have any questions, please call (386) 626-7011.

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**Name of Applicant:** \_\_\_\_\_

**Company (if applicable):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number(s):** \_\_\_\_\_

**Fax Number/Email Address:** \_\_\_\_\_

*(If you would like a copy of the letter faxed or emailed to you.)*

Check one:

- Please mail letter to the above (applicant's) address.
  - Please mail letter to owner.
  - Call for pickup.
  - Other (write instructions in comment section below).
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**Street address of the subject property:** \_\_\_\_\_

**Tax Parcel ID# (12 or 14 digit number):** \_\_\_\_\_

*(Contiguous parcels only. Non-contiguous parcels require a separate request.)*

**Property owner's name:** \_\_\_\_\_

**Additional comments:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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*Include payment of \$50. Checks should be made payable to the City of DeLand. (Note: Requests beyond the verification of zoning and permitted uses will require a separate request to be submitted, and will be assessed additional research fees.)*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

120 South Florida Avenue, DeLand, FL 32720

Community Development (386) 626-7023 Planning Division (386) 626-7016 Building Division (386) 626-7008