



**ZONING VERIFICATION LETTER FORM**

A Zoning Verification Letter is a written confirmation by the City of Orange Beach of the current zoning designation of property within the city. To apply for a Zoning Verification Letter, please complete and submit this form with the requested information below.

1. Property information:

<i>Parcel ID #</i>	<i>Property PIN #</i>	<i>Street Address</i>

2. Applicant's name, address and contact information (include telephone and fax numbers):

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

3. To whom is the letter to be addressed (if different from the applicant):

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

4. Mail or deliver form to:

<i>Mail</i>	<i>Fax Number</i>	<i>E-mail</i>
Planning & Zoning Department c/o Zoning Verification Letter P.O. Box 2432 Orange Beach, AL 36561	251-981-3725	gpowell@cityoforangebeach.com

5. Instructions on delivery of letter:

- Mail to applicant
- Fax
- Email (please provide e-mail address \_\_\_\_\_)
- Other \_\_\_\_\_

Zoning Verification Letters provide information on the property's address, current zoning designation, applicable overlay zoning, and the future land use designation per the City's Comprehensive Plan. The language contained within the letter has been generated by our office and approved by the City Attorney and will not be changed.

For information on Certificates of Occupancy, building permits or building code violations, please contact the Building Department at (251) 981-2610. For information on approved site plans, site conformity or code violations, please contact the Planning & Zoning Department at (251) 981-2610.

Please allow five (5) working days for preparation of the letter. For questions concerning this form, please call the Planning & Zoning Department at (251) 981-2610.