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Application for Zoning Verification

Planning & Development Services Department can issue the following research letters for properties in Longmont (check the applicable zoning letter request):

Zoning District Verification Letter (No Fee)

This letter will contain:

- Zoning district of the subject property
Applicable overlay district(s)

Zoning Use Verification Letter (\$50 Fee)

This letter will contain:

- All information included in Zoning District Verification letter, plus:
Surrounding properties' zoning district(s)
Reference to zoning district use table
Reference to approved Final Development Plan or Site Plan on file
Reference to approved Conditional Use Site Plans, Administrative Modifications and Site Plan Waivers
Reference to any recorded certificates of legal nonconforming status

Applicant & Property Information:

Applicant:
Person to Contact:
Contact Address:
Contact Phone: E-Mail:
Property Location (General):
Property Address:
Property Legal Description (from subdivision plat):
Property Parcel Number:
Existing Use of Property:
Proposed Use of Property (if known):

- Processing of Zoning District Verification Letters take 1- 5 business days. Zoning Use Verification Letters are typically processed within 5 - 10 business days.
The Zoning District Verification Letter and Zoning Use Verification Letter do not verify compliance with use regulations or development standards, nor do they certify legal non-conforming status. Zoning or building code violations will not be included.
To request a copy of any outstanding Zoning, Building, or Fire Code Violations, please submit a Request for Public Records at https://www.longmontcolorado.gov/departments/departments-a-d/city-clerk/records-management/open-records-request-form
To request a certificate of legal nonconforming status, please submit an application according to the written code interpretation procedures identified within Section 15.02.090 of Longmont's Municipal Code.

Applicant Signature: Signature Date: