



COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING & ZONING DIVISION

204 N. Ridge Avenue

Tifton, GA 31794

Phone: 229-391-3950

ZONING VERIFICATION LETTER REQUEST FORM

The Community Development Department reserves the right to determine whether this application is complete and accurate. Incomplete applications will not be processed. **Please allow up to seven (7) business days for processing.**

Please submit request(s) at least ten (10) days before the letter is needed.

OVERVIEW AND CHECKLIST

Overview: A Zoning Verification letter is a document provided by the City to verify the current zoning of a piece of property and the types of uses that are allowed in that zoning district.

The Standard Zoning Verification Letter will contain the following information:

- Current Zoning district that applies to the property.
- Optional: If requested, specific sub-area policies (such as permitted uses, overlay zones, or Historic District info) can be provided.

Note: Detailed information beyond a standard verification (certificates of occupancy, site plans, variances, etc.) may incur additional research fees.

Checklist:

- [] Verify that the property is located within City of Tifton limits.
- [] Include Application Fee: \$_____ (Contact 229-391-3950 to confirm current fee).
- [] Ensure Parcel Identification Number is printed clearly.
- [] Sign and date the application form.

APPLICANT INFORMATION:

Name/Company: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____

Phone Number: _____ Email: _____

PROPERTY INFORMATION:

Address of Subject Property: _____

Tax Parcel I.D. Number: _____

GENERAL REQUEST: (Please specify the questions you would like addressed in the letter)

A Zoning Verification Letter is a document provided by the City to verify the current zoning of a particular piece of property/parcel located within the city limits. If requested, the types of uses that are allowed in that zoning district will be provided.

Applicant Signature: _____ Date: _____

OFFICE USE ONLY

Received Date: _____

Processed By: _____