



Zoning Verification Request

9/2024

Zoning Verification Request Information:

1. This letter provides the base zoning district and any overlay district for a property of any potential development or that a property is in full compliance with the City of Denison’s Zoning Ordinance.
2. This letter will not include Certificate of Occupancy, or any information related to property violations. To request copies of Certificates of occupancy, Fire, or Building Code violations, please submit an [Open Records Request](#) through the City Clerk’s Office.
3. The Zoning Verification letter will be provided digitally.
4. The [Zoning Ordinance](#) includes a complete list of permitted uses, design requirements, and parking standards.
5. The Zoning Verification letter and any associated attachment(s) will be sent to the email address provided.
6. Upon completion an application fee statement will be sent for payment. The verification letter will be provided when the \$25.00 fee for each Zoning Verification request has been received. A separate Verification request is required for each parcel. Please allow 7-10 business days to complete the request.

APPLICANT CONTACT INFORMATION

Last Name: _____ First Name: _____ Date: _____
 Address: _____ City: _____ State: ___ Zip: _____
 Phone: _____ Recipient Email: _____

SUBJECT PROPERTY INFORMATION

Full Street Address: _____
 Six (6) Digit Parcel ID Number: _____
 Full Legal Description: _____

ADDITIONAL INFORMATION

- 1) _____
- 2) _____
- 3) _____

 Requestor Signature Date

Office Use Only

Case #: _____ Accepted by: _____ Date: _____