



Central Permit Center • 555 Santa Clara Street • Vallejo • CA • 94590

Business License
707.648.4310

Building
707.648.4374

Fire Prevention
707.648.4565

Planning
707.648.4326

Public Works
707.651.7151

ZONING VERIFICATION/REBUILD LETTER REQUEST

What is a Zoning Verification Letter?

A Zoning Verification Letter verifies the current zoning of a property. Zoning Verification letters include a copy of the zoning map for the subject property and documentation of the regulations governing the property in question. A Zoning Verification Letter **DOES NOT** verify the status of buildings or uses on a given property. It **DOES NOT** certify conformance or non-conformance of existing uses or structures.

What is a Rebuild Letter?

A Rebuild Letter states that an existing structure (conforming or nonconforming) may or may not be rebuilt in the event that the structure is partially or fully damaged or destroyed.

Subject Property Information

Address/Location: _____

Assessor's Parcel Number(s) (or attach a legal description i.e. "metes & bounds"): _____

Existing Land Use & Conditions: Description (briefly describe all existing uses structures & their size):

- Vacant Lot
- Residential
- Commercial
- Industrial
- Other

Request Type: Please indicate the nature of your request:

- Zoning Verification (Processing Time: 10 days Fee: \$_____)
- Rebuild Letter (Processing Time: 10 days Fee: \$_____)

Additional Information Requested

Requesting Party Contact Information

Name: _____ Address: _____
Phone: _____ Fax: _____