



ZONING VERIFICATION LETTER REQUEST

DO NOT SUBMIT THIS APPLICATION BY EMAIL. Mail your application and supporting documentation along with a check for \$400.00 made payable to the Village of Estero, 9401 Corkscrew Palms Circle, Estero, FL 33928, Attention: ZVL Requests.

Request for Zoning Verification LDC Section 2-505.G.1-5

APPLICANT:

Name: _____
Company: _____
Address: _____
City, State, Zip: _____
Phone Number: _____ Email Address: _____

PROPERTY:

STRAP Number: _____
Address: _____

ADDITIONAL QUESTIONS: (Use additional sheet if needed)

Zoning Verification Letter ("ZVL")

1. **Generally**

A zoning verification letter may be requested from the Director by an individual who is seeking verification of the zoning status of a specific parcel of land. A zoning verification letter issued by the Director is informational only, will not be the basis for an estoppel against the Village, and does not authorize development activity.

2. **Procedures**

The request must provide sufficient information to identify the property and the information the requestor seeks to verify. The request must be submitted in writing and be accompanied by the required administrative fee. If the request covers multiple parcels, the Director may treat each parcel as a separate request and may result in additional fees. The requestor is solely responsible for the accuracy of the information provided to the Village within the request. The procedures established under this paragraph will also apply to any request for zoning review or verification provided to facilitate licensure or approval through a Federal or State Agency.

3. **Duration**

There is no specific expiration date for a ZVL. However, Village zoning regulations are continually under review and may change at any time, and conclusions provided in a ZVL may be superseded if not in conformance with the current regulations at the time of permit application.

4. Content

- A. A ZVL provided by the Village may contain the following information:
- B. The future land use designation of the property in the comprehensive plan.
- C. The zoning district of the property.
- D. Verification that a particular use is permitted within the property's zoning district.
- E. A list of permitted uses in the zoning district.
- F. Identification of current zoning resolutions, special exceptions, variances, and deviations that apply to the property.
- G. The development regulations applicable to the property.
- H. Zoning action needed to permit a particular use.
- I. Identification of any current Notice of Violations issued for code enforcement violations on the subject property.

5. Appeal

The conclusions made within a ZVL are not subject to appeal.