



ZONING VERIFICATION LETTER/COMPLIANCE LETTER

PROPERTY INFORMATION			
Parcel Address:			
Parcel Identification Number:			
Current Use(s) of Property:			
APPLICANT INFORMATION			
Business Name:			
Contact Name:			
Address:			
City:	State:	Zip:	
Phone:	Email:		
FEE SCHEDULE			
<input type="checkbox"/>	Zoning Verification Non-Refundable Application Fee	\$50.00 per address	
<input type="checkbox"/>	Zoning Compliance Non-refundable Application Fee	\$150.00 per address	
APPLICANT'S SIGNATURE			
I understand that if it is determined that the application is not complete, the City shall immediately identify in writing what is needed to make the application complete.			
I acknowledge that the City of Berkley assumes no responsibility for errors or omissions.			
Applicant's Signature	Applicant's Printed Name	Date	
Is the applicant the property owner?			
OFFICE USE ONLY			
Date Filed	PZE #		
Zoning District	Site Type	Street Type	Overlay
Use Group(s) Permitted (see)		Use Group(s) SLU (see)	
Verification Completed: Date:		By:	

Zoning Verification:

Information Provided in a Zoning Verification Letter by the City is to verify the current zoning of a site along with an indication of whether the current use is permitted including:

1. Current Zoning designation of the property
2. Overlay zones
3. A determination if the current use identified on the application form is permitted in the zoning district
4. List of all permitted uses and special land uses in the zoning district

Zoning Compliance:

Information provided in a Zoning Compliance Letter by the City includes:

1. All information provided with a Zoning Verification Letter
2. Variances (if any) granted to the site
3. Conditions of site plan or conditional land use approval (if any) applicable to the site

Opening a Business:

For Opening a Business of a proposed use, submit a Business License Application for a formal review including parking requirements per.....

Compliance with many zoning requirements is dependent on specific use standards contained in the Zoning Ordinance, and many sites may have become noncompliant with regulations due to changes to zoning standards over the years.

Noncompliant sites may need to be brought into compliance due to changes in use or site development/redevelopment activities, depending on the nature and extent of any proposed activity.

Code Violation Disclaimer. The City cannot certify that there are no building or fire code violations without a special inspection of the property. The City may be able to complete such an inspection on a case-by-case basis for an additional fee.

Verbal: Please be aware that this discussion is not binding as a final decision but only provides general information. Zoning discussions are not to be considered an approval for any other agency or as legal advice.