



DEPARTMENT OF PLANNING & INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

**APPLICATION
FOR A
ZONING
VERIFICATION
LETTER**

APPLICANT INFORMATION:

NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

EMAIL (if you would like the letter emailed): _____

ORGANIZATION INFORMATION:

NAME LETTER SHOULD BE ADDRESSED TO: _____

ADDRESS: _____

ADDRESS OF PROPERTY FOR WHICH ZONING VERIFICATION IS REQUESTED:

DESCRIPTION OF / REASON FOR REQUEST:

\$75.00 FEE PAID: YES NO

APPLICANT SIGNATURE: _____
(Print) (Signature)

DATE OF REQUEST: ___/___/___

Note: Zoning Verification Letters can take up to two (2) weeks to process and research. If you have any questions please contact the Zoning Technician for the City of Staunton at (540) 332-3862.