



# PLANNING DEPARTMENT

3295 Bob Rogers Drive, Eagle Pass, Texas 78852 • Telephone: (830) 773-7781 • Fax: (830) 773-7803  
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## ZONING VERIFICATION REQUEST FORM

### Applicant's Information

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Letter Recipient's Name (If Different): \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Project Location

Parcel Identification Number: \_\_\_\_\_

Property Address/Location: \_\_\_\_\_

Property Legal Description:

Lot Number: \_\_\_\_\_ Block Number: \_\_\_\_\_ Range: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

An electronic file of the signed zoning verification letter will be sent via e-mail. In addition, do you also request the signed letter be mailed to you?  Yes  No

GENERALLY, THE PLANNING DEPARTMENT WILL MAIL BACK OR HAVE AVAILABLE FOR PICK-UP THE REQUESTED INFORMATION WITHIN FIVE BUSINESS DAYS OF RECEIVING THE REQUEST, PROVIDED THE FORM IS COMPLETE.

NOTE: A ZONING VERIFICATION REQUEST DOES NOT INCLUDE INFORMATION ON THE PROPERTY'S CODE VIOLATIONS / COMPLIANCE OR COPIES OF A CERTIFICATE OF OCCUPANCY, WHICH CAN BE PROVIDED THROUGH A PUBLIC INFORMATION REQUEST USING THE APPROPRIATE FORM PROVIDED BY THE CITY SECRETARY'S OFFICE. TO OBTAIN THE FORM, CALL (830) 773-1111.