



City of Statesboro – Planning Department

50 E. Main Street, P.O. Box 348
Statesboro, Georgia 30459

» (912) 764-0668
» (912) 764-0928 (Fax)

ZONING CERTIFICATION LETTER REQUEST

APPLICANT INFORMATION	Applicant: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Telephone: () _____ Fax: () _____		
REQUEST	Property Address: _____ Tax Map #: _____ Parcel #: _____		
DELIVERY OPTIONS	Please select one (1) of the delivery options below: I would like this zoning certification letter: <input type="checkbox"/> Mailed to the mailing address above. <input type="checkbox"/> Faxed to the fax number above. <input type="checkbox"/> Please call when ready, I will come to the Planning Department offices to pick it up.	REQUIRED ATTACHMENT	<input type="checkbox"/> \$40.00 Check may payable to: City of Statesboro.

****Please Note the Following:****

- Zoning Certification Letter Request applications will be processed within five (5) business days after receipt of the \$40.00 initiation fee. A separate application and fee is required for each parcel.
- You are subject to additional charges at an hourly base rate of \$40.00 should your request require staff time of greater than one (1) hour to process. You will be notified in such an instance and will be required to submit the additional fee prior to release of the letter by the Statesboro Planning Department.
- Zoning Certification Letters address only the following information: Current zoning of parcel, current zoning of surrounding parcels, special zoning designations (PUD, overlay), Active conditions (Variances, special exceptions, conditions attached to a zoning map amendment, Previous zoning history (If available).

I understand and agree, upon execution and submission of this application, that I agree to abide by all procedures and policies of the City of Statesboro Planning Department as those provisions, procedures and policies relate to the handling and disposition of this application. I attest that the information contained in this application is true and accurate to the best of my knowledge.

_____ (signature of applicant) _____ (printed name of applicant) _____ (date)

Rec'd by:	Date:
-----------	-------