



CITY OF MIAMI
 OFFICE OF ZONING
 444 SW 2 Avenue, 4th Floor, Miami, FL 33130
 Telephone 305.416.1499
 Fax 305..416.1490

ZONING LETTER REQUEST

Dear Customer:
 Thank you for visiting with the City of Miami Office of Zoning.

In an effort to provide you with prompt and reliable assistance regarding your request for a Zoning Letter we ask that you please take a moment to please read through this brief set of directions.

There are three (3) types of Zoning Letters available:

Step 1. Please check box next to type of letter requested.

1. **Zoning Verification Letter**
 [Typically ready in 10*working days - \$200.00 fee per property]
 This letter provides information about the zoning designation of the property, as of the date of the letter, as well as a general intent statement regarding the sort of development and the types of land uses available for the property.
 - a. **Specific Question** _____

2. **Condominium Letter**
 [Typically ready in 10 working days - \$200.00 fee per property and tax card.]
 This letter provides information about the zoning designation of the property, as of the date of the letter, as well as a statement conveying the City’s acknowledgement of the customer’s intent to convert a given property into a condominium, as appropriate.

3. **Rebuild Letter**
 [Typically ready in 10 working days - \$200.00 per structure or use and tax card.]
 This letter provides information about the zoning designation of the property, as of the date of the letter, as well as a statement indicating whether or not a structure or structures or uses present in the property may be rebuilt upon destruction or reestablished upon cessation, as appropriate.

4. **Other** - **Certificate of Use Application file search - FOR WASA OR DERM**
 In order to best serve you, please make certain that you provide us with a complete set of accurate information on which to base our letter. The information contained on the letter will only be accurate to the extent the information provided by the applicant is itself accurate.

Step 2. Please fill-out in clear and legible writing the information requested below, as applicable.

INFORMATION	FOR LETTER	PLEASE PROVIDE INFORMATION IN SPACE BELOW
Name	1,2 & 3	
Contact Number	1,2 & 3	
Mailing Address	1,2 & 3	
Property Address	1,2 & 3	
Folio Number	1,2 & 3	
Attachments	2 & 3	<input type="checkbox"/> Site Plan <input type="checkbox"/> Survey <input type="checkbox"/> Floor Plan <input type="checkbox"/> Elevations <input type="checkbox"/> Document(s)

Applicant’s signature: _____ Date: _____

