



# City of Dickinson Community Development

## Zoning Verification Application

### Property Information

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

Legal Description: \_\_\_\_\_

County Appraisal District Account No.: \_\_\_\_\_

Current / Proposed Use: \_\_\_\_\_

### Property Owner Information

Owner: \_\_\_\_\_

*Last* *First* *M.I.*

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

*Street Address* *Apartment/Unit #*

\_\_\_\_\_

*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Applicant Information

Applicant: \_\_\_\_\_

*Last* *First* *M.I.*

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

*Street Address* *Apartment/Unit #*

\_\_\_\_\_

*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Delivery Method:     Email     Pick up in Person     Mail

\*\* Letter will be addressed and sent to the applicant. \*\*

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge. By my signature, I hereby affirm that I am the **property owner** of record, or if the applicant is an organization or business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is **complete and accurate**, and it is understood that I agree to the application being requested for this property. Additionally, my signature below indicates my awareness of the fee required at the time of the application submittal and any additional fees as noted in the City's Fee Schedule. This (FEE) is **non-refundable** even in the event of application withdrawal. I have the power to authorize and hereby grant permission for **City of Dickinson Officials** to enter the property on official business as part of the application process.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Printed Name: \_\_\_\_\_

## Zoning Verification Requirements Checklist

The following list of submittal requirements shall be used by the applicant as a checklist in preparing a complete application. Applications that do not have these items will be rejected and returned to the applicant. Additional information regarding zoning is found in Chapter 18 - Zoning of the Dickinson Code of Ordinances.

- Application – complete with signature.
- Fees – The following fees have been adopted by City Council and are periodically changed. All fees are non-refundable. The zoning official, commission, or city council may require technical studies (engineering, noise, traffic, impact, etc.). The cost for these studies is borne by the applicant. Before submitting payment, please contact Community Development to confirm appropriate payment amount.
  - \$100.00      Application, PLUS
  - \$35.00        Zoning Verification Letter