SOUTH BEND ZONING VERIFICATION REQUEST

APPLICANT INFORMATION   DATE:

APPLICANT: _____   ORG/BUSINESS: _____

PHONE: _____   EMAIL: _____

ADDRESS: _____ _____ _____ _____
            Address   City   State   Zip

PROPERTY INFORMATION

	Parcel ID	Address	City	Zip	Township
1					
2					
3					

ADDRESS (for rows 2)

If you are requesting zoning verification for multiple adjacent properties owned by the same person/organization list each parcel. If more than 3 parcels attach a list of the remaining parcels. The properties must all have the same zoning, and same use. Each new zone or use requires a separate application.

INFORMATION REQUESTED

Zoning Verification		
Confirmation that current use is permitted	What is the current use? _____	$50
Adjacent Zoning		
Conformance	• *We can only confirm if there are/are not conformance issues on file. Stating that there are none on file is not confirmation that the property is in conformance. For this type of confirmation you need to apply for a rebuild letter separate from this application.*	
Violations	• *We can only confirm if there are/are not violations on file. Stating that there are none on file is not confirmation that the property is not in violation.*	$100
Variances and Special Use/Exceptions Approvals	• *We can only confirm if there are/are not approved variances, special uses/exception for the property.*	
Rebuild Confirmation	• *We can only state that if a the structure(s) were destroyed they could be rebuilt to the development standards in the current ordinance. For confirmation that the existing structures can be rebuilt as they exist you will have to submit a separate application for a rebuild letter.*	
Other Information	Describe	

• *Information requested as "other" may fall under information that we can only provide through an alternative application.*

Mail or drop off application and fees to the address below. Make checks payable to "City of South Bend".

ATTN: South Bend Plan Commission
227 W. Jefferson Blvd

14th Floor County City Building
South Bend, IN 46601

APPLICATION CHECKLIST

1. Application

2. Property information for parcels that could not fit on application

3. Fees. Either $50 or $100.