DEPARTMENT OF PLANNING

ZONING VERIFICATION LETTER FORM

A Zoning Verification Letter is a written confirmation by the City of Las Vegas of the current zoning designation of property within the city. To apply for a Zoning Verification Letter, please complete and submit this form with the requested information below. Information on land use applications and approvals for properties, including special use permits, waivers to development standards, and zoning variances is also available. The City is not able to determine compliance, conformity or nonconformity of properties with City code requirements.

1. Parcel number(s): _____
   and/or
   Street address(es): _____

2. Other land use information requested:

3. To whom is the letter to be addressed (if different from the applicant):

   _____

   _____

   _____

   _____

4. Applicant's address and contact information (include telephone and fax numbers):

   _____

   _____

   _____

   _____

   _____

5. Mail or deliver form to:
   Development Services Center
   % Zoning Verification Letter
   333 North Rancho Drive, 3rd Floor
   Las Vegas, Nevada 89106

6. Include payment of $100 for each address or parcel or contiguous group of addresses or parcels for which the letter is requested. An additional fee of $100 is required for each noncontiguous address or parcel or group of addresses or parcels and for each additional letter. Payment must be submitted in the form of a check made out to the City of Las Vegas and accompany this form.

7. Instruction on delivery of letter:
   ☐ Mail to applicant ☐ Fax ☐ To be picked up at Development Services Center
   ☐ Other _____

For information on Certificates of Occupancy or building code violations, please contact the Las Vegas Building and Safety Department at 702-229-6251. For other violations, please contact the Department of Planning Code Enforcement Division at 702-229-2330.

Please allow 10 working days for preparation of the letter. For questions concerning this form, please call the Department of Planning at 702-229-6301.