

For office use only:

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## ZONING VERIFICATION LETTER REQUEST

In order to verify the particular zoning of a property, research is performed using Town of Cary and Wake County records. A detailed site inspection is also performed to ensure compliance with any approved site plan(s). Any inconsistencies will be noted in the letter.

Any conditions of site plan approval as well as the zoning district will also be included in the content of the letter. If there is any additional information you require, such as a specific allowable use for this property, please indicate in detail in the space below.

**~Please complete the required information legibly~**

\_\_\_\_\_  
Address(es) of Property

\_\_\_\_\_  
Property Identification (PIN # or REID #)

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

Business Name (if applicable): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Additional information needed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**When letter is complete:**

- Will pick up the letter (please call).       Please email an advance copy. (Include email address above.)
- Mail letter to the above address.       Mail letter to the following address (if different from above):

\_\_\_\_\_

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date of Request