



# CITY OF CANNON BEACH

## ZONING VERIFICATION LETTER

Please fill out this form completely. Please type or print.

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

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

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

Telephone: \_\_\_\_\_

Property Location: \_\_\_\_\_

(street address)

Map No.: \_\_\_\_\_ Tax Lot No.: \_\_\_\_\_

## ZONING VERIFICATION LETTER

A Zoning Verification Letter is a verification that a property is in compliance with all zoning regulations and that there are no outstanding zoning violations on the property. Zoning verification will be based on review of the current zoning of the property as well as a site inspection performed by the Community Development Department which will include, as applicable, an inspection of the setbacks, sensitive lands requirements, off-street parking, and any other site-specific requirements specified on the approved Preliminary or Development Plan, applicable Permit or due-diligence investigative report. Compliance with any conditions of site plan approval will also be included in the content of the letter. The Zoning Verification Letter will include the current zoning of the property, applicable sensitive land constraints, a list of allowed uses in the applicable zoning district, verification of approved and valid development applications, and the results of the site inspection. A preliminary consultation through the Community Development Department may be scheduled by contacting the Department at (503) 436-8054.

When letter is complete:

- Will pick up the letter in person (please call)
- Mail the letter to the above address
- Please email an advance copy
- Mail to alternate address:

\_\_\_\_\_  
\_\_\_\_\_

**Fee: \$50**

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

*For Staff Use Only:*

Received on: \_\_\_\_\_ By: \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Receipt No.: \_\_\_\_\_

*(Last revised March 2021)*