



City of South Bend Zoning Verification Request

Please note, we will not fill out verification forms created by other entities. Please allow 10-14 business days for processing.

Applicant Information

Name: _____

Phone: _____ **Email:** _____

Mailing Address: _____

Street

City

State

ZIP

Property Information

When requesting zoning verification for multiple properties, list each parcel. If more than 2 parcels, attach a list of the remaining parcels. If all properties do not have the same zoning district and the same use, submit a separate application for each.

Parcel ID

Address

City

State

ZIP

Parcel ID

Address

City

State

ZIP

Information Request

(Check all that apply)

Tier One *Fee for one or more Tier One items . . . \$50*

- Zoning Verification**
- Confirmation that Current / Proposed Use is Permitted**
What is the current / proposed use? _____
- Zoning of Adjacent Property**

Tier Two *Fee for one or more Tier Two items . . . \$100 If you request a Tier Two item(s), Tier One can added at no additional cost*

- 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 will 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.
- Variances and Special Use and Exceptions Approvals**
We can only confirm if there are/are not approved variances, special uses/exceptions for the property.
- Rebuild Confirmation**
We can only state that if a structure(s) were destroyed, it (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.

Return Completed Form and Payment

Email: zoning@southbend.in.gov

Mail: 227 W. Jefferson Blvd., Suite 1400S, South Bend, IN 46601

Make checks payable to **City of South Bend**

Property Information (Additional Parcels)

Parcel ID	Address	City	State	ZIP
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Parcel ID	Address	City	State	ZIP
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Parcel ID	Address	City	State	ZIP
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Parcel ID	Address	City	State	ZIP
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