

DEVELOPMENT OR PROPERTY INFORMATION

Site Address: _____

Site Name: _____

Legal Description: _____

APPLICANT

Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone: _____ Email: _____

ADDRESS LETTER TO:

Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Phone: _____ Email: _____

ADDITIONAL INFORMATION

1. A Zoning Verification Letter does not verify compliance with development regulations or certify legal non-conforming status. Copies of current certificates of occupancy and approved site plans may be included (if available) with the letter if requested.
2. The Zoning Ordinance includes a complete list of permitted uses, design requirements, and parking standards. It may be accessed through the City of North Richland Hills website at www.nrhtx.com.
3. A Zoning Verification Letter may include information on code violations associated with the property if requested.
4. The application will not be processed until the \$22.00 fee has been received. Make checks payable to **CITY OF NORTH RICHLAND HILLS**. Please allow 7-10 business days to complete the request.
5. The Zoning Verification Letter and any associated attachments will be sent to the email address provided above. A paper copy will also be sent if a postage-paid mailing envelope is provided with this application.

- Include copy of current certificate of occupancy
- Include copy of approved site plan if it is available
- Include information regarding any code violations associated with the property

SEND APPLICATION TO
Planning & Zoning Department
City of North Richland Hills
4301 City Point Drive
North Richland Hills TX 76180

Applicant Signature _____ Date _____