

ZVL

Zoning Verification Letter

Applicant Name: _____

Site Parcel Number (to be filled in by the Planning Department): _____

Site Address: _____

Contact the Planning Department at (510) 670-5400 to submit the following materials to the Alameda County Planning Department (Permit Center – Zoning Counter) at 399 Elmhurst Street, Room 141, Hayward, California. Please note that incomplete applications will cause a delay in processing. Please use the following checklist to ensure the application is complete. Request for Zoning Verification Letter must be walked in.

Required

- Standard Application** form.
- Application Supplement:** *Zoning Verification Letter Application*
- Filing Fee:** \$500 deposit. Make check payable to “Treasurer, County of Alameda”.
- Contact Information:** Please provide the names and addresses, phone number, and fax number or email address of the following involved parties, as appropriate:
 - Current owner(s) of the property.
- Project Description:** Type of information desired in Zoning Verification Letter:
 - Zoning and General Plan designation
 - History of Planning applications
 - Development standards (e.g: Setbacks, max lot coverage, height limits etc.)
 - Building site status
 - Approved site plans

I agree to pay all fees and costs needed to process this request.

Applicant Signature:

Signature

Date

Land Owner Signature:

Signature

Date

Zoning Counter Contact Information and Hours of Operation:

Permit Center, 399 Elmhurst Street, Room 141, Hayward, CA 94544, (510) 670-5400

Monday, Tuesday, Thursday and Friday, 8:30 am to 4:30 pm; Wednesday, 11:00 am to 4:30 pm

Alameda County Community Development Agency Planning Department

224 West Winton Avenue, Room 111, Hayward, CA 94544

Phone: (510) 670-5400 Fax: (510) 785-8793 Web: <http://www.acgov.org/cda/planning>