



Planning and Inspections Department

330 Town Center Avenue, Suwanee GA 30024

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ZONING CERTIFICATION INFORMATION FORM

The following items are necessary in order to process Zoning Certification Letter Applications:

1. APPLICATION FORM

Complete all sections of the application form.

2. ZONING CERTIFICATION LETTER FEE

Please make checks payable to **CITY OF SUWANEE**. The fee is non-refundable.

Zoning Certification Fee ----- \$20.00

3. LEGAL DESCRIPTION

4. BOUNDARY SURVEY

APPLICATION FOR ZONING CERTIFICATION LETTER

APPLICANT INFORMATION

Name: _____

Address: _____

City: _____

State: _____

Phone: _____

Contact Person: _____

OWNER INFORMATION

Name: _____

Address: _____

City: _____

State: _____

Phone: _____

Phone: _____

<u>Questions</u>	<u>Yes</u>	<u>No</u>
1. Is the zoning certification letter fee submitted with the submission?		
2. Is the legal description of the subject property included with the submission?		
3. Is the boundary survey of the subject property included with the submission?		
If the answer to any of the questions 1-3 is "NO" then the City may not accept the application		

_____ *Office Use Only* _____

Date Accepted: _____ *Letter #:* _____ *Amt. Paid* _____ *Check No.* _____

Received by: _____