

ZONING COMPLIANCE LETTER REQUEST

Upon request, Community Development can issue a letter that outlines zoning information about a property, known as a Zoning Compliance Letter. Zoning Compliance Letters include the property's current zoning, verification on whether the current or proposed use of the property is permitted, applicable Conditional Use Permits (CUPs) or overlay districts, and open zoning violations. Zoning Compliance Letters have an associated fee of \$140 per single-family property or \$210 for all other property types.

To request a Zoning Compliance Letter, submit this form, attaching any documentation relevant to your request and describing any specific zoning questions you would like answered. Completed forms and payments can be submitted during office hours via mail or email. Please allow five business days for Community Development to process your request and complete the letter.

Email Instructions: Email the completed form to CommunityDevelopment@rochestermn.gov. A member of the Community Development team will send a confirmation email that the request form has been received and will provide instructions for fee payment which may be processed over the phone.

Mail Instructions: Mail the completed request form and check payable to "City of Rochester" to our office: Community Development Services Department 4001 West River Parkway NW Suite 100 Rochester, MN 55901

Property Information

Site Address: _____

Property ID #(s): _____

Requestor's Information

Name: _____

Company: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Daytime phone: _____ Cell Phone: _____

Email: _____

Recipient's Information *(if different from the requestor)*

Name: _____

Company: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Daytime phone: _____ Cell Phone: _____

Email: _____

