



Planning, Zoning, and Code Compliance Department

Zoning Verification Letter

A Zoning Verification Letter is a written confirmation by the Town of Miami Lakes of the current zoning designation of the subject property and/or whether a specific use is permitted on the subject property. To receive a Zoning Verification Letter, please complete and submit this form via the instructions in Section 5.

1. Street address(es): _____
and/or
Folio number(s): _____

2. Other information requested in confirmation, (e.g. is a particular use permitted). Please provide a description of the proposed use and be as detailed as possible (e.g. hours of operation, number of staff, presence of hazardous waste, have appropriate state licenses been obtained, etc.):

3. Applicant's contact information:
Name and Address: _____

Telephone/fax: _____
Email: _____

4. To whom the letter should be addressed (if different than the Applicant):

5. Mail, email or deliver this form to:

Planning, Zoning and Code Compliance Department
c/o Zoning Verification Letter
6601 Main Street
Miami Lakes, Florida 33014
pz@miamilakes-fl.gov



6. Include payment of **\$100** for each residential address or folio number and **\$150** for each non-residential address or folio number included in the request. Payment must be submitted as a check, made payable to the Town of Miami Lakes. The Town will not proceed with a request until payment is received.
7. Instructions on delivery of final letter:
 - Mail to applicant
 - Email to applicant
 - To be picked up at the Planning, Zoning and Code Compliance Department

Zoning Verification Letters are processed on a first come, first served basis. Please allow up to 10 business days for the preparation of the Zoning Verification Letter.