



6601 Main Street • Miami Lakes, FL 33014  
(305) 364-6100 • [www.miamilakes-fl.gov](http://www.miamilakes-fl.gov)

## Zoning Verification Letter Application

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 Sections 5 and 6.

1. Street address(es): \_\_\_\_\_

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: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

5. Mail or deliver this form to:

Building, Zoning and Code Compliance Department  
c/o Zoning Verification Letter  
6601 Main Street  
Miami Lakes, Florida 33014  
[EndaraF@miamilakes-fl.gov](mailto:EndaraF@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. **OR, you may pay the expedited fee of \$400 to get the letter the next business day.** Payment must be submitted in the form of a check, made payable to the "Town of Miami Lakes". The Town will not proceed with a request until payment is received.

7. Instructions for delivery of final letter:

- Mail to applicant
- Email to applicant
- To be picked up at the Building, Zoning and Code Compliance Department

**\*Please allow up to 7 business days for the preparation of the Zoning Verification Letter\***