



CITY OF TEMPLE TERRACE

"A City for Living"

COMMUNITY DEVELOPMENT DEPARTMENT

11250 N. 56TH STREET
TEMPLE TERRACE, FL 33617
(813)506-6460 FAX (813)506-6471
www.templeterrace.com

PROCEDURE FOR OBTAINING A ZONING VERIFICATION LETTER

The City of Temple Terrace will certify the zoning of property by using the following procedures. Please send your request for zoning verification letter to the address below:

City of Temple Terrace
Community Development Department
11250 North 56th Street
Temple Terrace, FL 33617
lcosky@templeterrace.com

All requests must be in writing and contain the following required items:

1. A legible **address** of the property.
2. A legible **property identification number or folio number** of the property.
3. A check for **\$100.00** made payable to the **City of Temple Terrace**.
4. Indicate the **recipient's name** and **mailing address** to be included on the letter.
5. Provide an **e-mail address** if you would like a scanned (.pdf) copy of the letter.

You will receive from our office a letter certifying the zoning, the conditions of zoning, if applicable, and the section of the Zoning Code that governs the permitted uses in the zoning district.

Please allow 3 to 7 business days for processing.

The Zoning Verification Letter does not indicate a development's conformance with the standards contained in the Zoning Code, the Land Development Regulations, or conformance with Building Codes and Fire Codes. If such information is needed, you must contact the applicable City Department directly.

If you need additional information, please contact the Planning Division of Community Development Department at 813-506-6460.