City of Riverside

APPLICATION FOR

# ZONING CERTIFICATE

Per City of Riverside Zoning Ordinance 2002-0507 §143.03
prior to the application of any building permit, a zoning certificate shall be applied for and issued.

**STEP 1 - Applicant/Property Information:** Please provide all below information.

## APPLICANT

NAME: _____ DATE: _____

BUSINESS NAME (If applicable): _____

MAILING ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ **E-MAIL:** _____

## PROPERTY INFORMATION

PARCEL ID NO. : 22 - __ __ - __ __ - __ - __ __ __ - __ __ __ . __ __ __

Find online at
https://map.stclairco.com/parcelviewer/

PROPERTY ADDRESS: _____

SUBDIVISION / LOT / UNIT No. : _____

PROPERTY OWNER: _____

**STEP 2 - Type of Zoning Letter:** Please check the box next to the type of letter you are requesting.

☐ **Zoning Certificate** **$25** – The Zoning Certificate will **only** provide the current zoning district classification and flood plain designation (if any) for the requested property. Processing of this type of request is normally completed within 2 business days.

☐ **Zoning Certificate & Information Letter** **$50** – The Information Letter will provide more detailed district regulation information as well as a Zoning Certificate showing the current zoning district classification and flood plain designation (if any) for the requested property. Processing of this type request is normally completed within 5 business days. Please check the additional district regulation information being requested below:

- ☐ AREA
- ☐ YARD / SETBACKS
- ☐ HEIGHT
- ☐ SIZE OF BUILDINGS/STRUCTURES
- ☐ PERCENTAGE OF LOT OCCUPIED
- ☐ DENSITY OF POPULATION
- ☐ USES ALLOWED
- ☐ PARKING
- ☐ SIGNAGE
- ☐ _____

**STEP 3 - Submittal:**

**Please submit completed application at Riverside City Hall or submit by email to info@riverside-al.com**

- Fees must be paid before processing of the application can begin. Emailed applications will be invoiced on-line.
- Zoning Certificates and and Zoning Information Letters are generated per the City of Riverside Municipal Code & Zoning Ordinance.
- Information concerning building codes and/or certificate of occupancy are not provided for in this form.
- A Zoning Certificate/Zoning Information Letter does not constitute approval for a building permit.

**STEP 4 - Issuance:** Once processed, the Zoning Certificate/Zoning Information Letter will be issued to the applicant at the email address listed above.

OFFICE ONLY • OFFICE ONLY • OFFICE ONLY • OFFICE ONLY

REC:
PF:
ISD: