

# ZONING VERIFICATION LETTER

Town of Apex, North Carolina



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**Zoning Verification Letter:** Applications may be turned in at any time. Letters typically take five business days to process.  
**Fee:** \$100.00

Date Submitted: \_\_\_\_\_  
Application #: \_\_\_\_\_  
Payment Method: \_\_\_\_\_  
Amount Paid \$ \_\_\_\_\_

## Application Requirements:

- Zoning Verification Letter Application
- Fee

## Letter Information:

A Zoning Verification Letter is frequently used by banks to confirm that a given property or parcel is in compliance with the Town's Unified Development Ordinance. It typically answers the following questions:

1. How a specific property is zoned.
2. Whether or not the current or proposed use is permitted in that zoning district.
3. Whether or not there are any legal non-conformities present.
4. Whether or not there are any outstanding Notices of Violation for the property.

You may pay the fee by check or over the phone with a credit card. If you decide to mail a check, please make it out to "Town of Apex" and mail it to the address at the bottom of the page. To pay over the phone, please call 919-249-3426. Please email Planner [Lauren Staudenmaier](#) with questions.

## Applicant Information:

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State ZIP: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Property Information:

Address: \_\_\_\_\_  
Wake Co. PIN: \_\_\_\_\_  
Additional Questions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_