

**VILLAGE OF ROMEOVILLE
REQUEST FOR ZONING VERIFICATION LETTER**



The purpose of a zoning verification letter is to verify the current zoning of a property. To obtain a zoning verification letter please complete the form below. The fee is \$100 per address or parcel as determined by the Village of Romeoville. All fees must be paid by check, made payable to Village of Romeoville, and are non-refundable. Payment is due upon application and the request is not complete until both are submitted. A minimum processing time of ten (10) business days from receipt of the completed application and fee (s) is required. For questions, contact the Community Development Department at 815-886-7200. Mail the completed form and appropriate fee to:

Village of Romeoville
Community Development Department
1050 W Romeo Rd
Romeoville, Illinois 60446

Date of Request _____

Contact Name: _____

Phone: _____

Address: _____

E-Mail Address: _____

I hereby request a Zoning Verification Letter for (Describe the request with as much particularity as possible):

PIN# (s)

Please indicate how you would like copies of all records:

_____ Copies _____ Email (if small enough file) _____ Copies & Email

Signature: _____

For Office Use Only

Received by: _____ Date: _____

Amount of Fees Due \$ _____ Date Paid: _____

Completed by: _____ Date: _____

Notes: _____