



EZOP Planning Checklist ZONING CERTIFICATION *Information Sheet*

GENERAL INFORMATION

A Zoning Certification is required when an applicant is requesting zoning verification for another agency (e.g. Department of Motor Vehicles, Alcohol and Beverage Control, or a Business License Review).

FEES

Zoning Certification: See Master Fee Schedule

PROCEDURES

1. Submit EZOP application. Technician will invoice you once it has been determined that all required documents have been submitted.
2. Project planner will review application submittal and notify you of any corrections and/or additional items needed.
3. If application is deemed complete, it will be routed to appropriate agencies for their review.

SUBMITTAL MATERIALS CHECKLIST

For DMV Zoning Verifications:

- ☐ Copy of any form(s) provided by DMV requiring County signoff.

For ABC Zoning Affidavits:

- ☐ Copy of Zoning Affidavit form with items 1-7 completed.

For Business License Reviews:

- ☐ Copy of Site/Plot Plan

* Additional documentation may be required depending on nature of zoning verification request.