



**CITY OF BELTON
PLANNING AND BUILDING DEPARTMENT**

520 Main Street, Belton Missouri 64012
P 816.331.4331 / F 816.331.6973 / www.belton.org / planning@belton.org

ZONING VERIFICATION LETTER REQUEST FORM

A Zoning Verification Letter is a written confirmation by the City of Belton for the current zoning designation of property within the city. It provides information on the property's address, current zoning designation, applicable overlay zoning, and the future land use designation per City's Future Land Use Map.

To apply for a Zoning Verification Letter, please complete and submit this form to the Planning and Building Department – 520 Main Street, Belton Missouri 64012 or email planning@belton.org. Please allow five (5) business days for preparation of the letter. Questions? Please contact the Planning and Building Department 816.331.4331.

Please contact the City Clerk to request information on certificates of occupancy, permit history, inspections, or other archival information. These types of requests are considered a Request for Records.
P 816.331.4331 / cityclerk@belton.org

1. Applicant's name, address, and contact information:

Name: _____

Complete Address: _____

Phone Number: _____

Email: _____

2. Legal Description: _____

3. To whom is the letter to be addressed (if different from the applicant):

Name: _____

Complete Address: _____

4. How should the letter be delivered?:

Email: _____

Mail to applicant: _____

(complete address)