



Housing & Planning Department Request for Zoning Verification Letter

Phone: 311 (or 512 974 2000 outside Austin)

Download document before entering information.

1. Download this form, complete, and email to ZoningLetter@austintexas.gov.
2. Zoning verification letters take 7-10 business days to complete.

Section 1: Person Requesting Letter

Applicant Name: _____ Firm: _____
Applicant Mailing Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Phone: _____

Section 2: Requested Property Information

Address: _____
City: _____ County: _____ State: _____ Zip: _____
Legal Description: _____

County Property Tax Identification Number(s): _____

The tax identification number must be included in the order to verify zoning accurately. This number can be obtained from the applicable county appraisal district website (TravisCAD.org, WCAD.org, HaysCAD.com).

Reference Documents (optional):

Section 3: Notification

Please select one of the following:

- Call requester when verification letter is ready.
 Email verification letter to requester.
 Other: _____

For Office Use Only

Zoning Grid(s): _____

Current Zoning: _____
