



City of Lithonia Georgia

**APPLICATION FOR CERTIFICATE OF ZONING COMPLIANCE**

DATE SUBMITTED: \_\_\_\_\_

**APPLICANT INFORMATION** (PLEASE PRINT)

APPLICANT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ CELL \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**OWNER INFORMATION** (PLEASE PRINT)

PROPERTY OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_

**PROPERTY INFORMATION** (PLEASE PRINT)

ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_

CURRENT USE \_\_\_\_\_

## **INFORMATION REQUESTED**

### **Tier I**

- What is the zoning of the property?
- What is the Future Land Use Map designation?
- What are the zoning designations of abutting properties?

### **Tier II**

- Was the owner granted any variances, special exceptions, conditional permits or other zoning relief?
- Are any zoning or building code violations present on this property?
- Was a Certificate of Occupancy issued for this property?
- Is the property conforming as to building height, setbacks, parking, landscaping, etc?

**The following information MUST be received in order to process a Tier II request:**

- (1) Identity of the owner of the property*
- (2) Identity of any agent of the owner of the property*
- (3) A legal description of the property*
- (4) A complete description and inventory of all existing structures on the property*
- (5) A complete description and inventory of all proposed structures to be located on the property*
- (6) A complete description and inventory of all activities presently occurring on the property*
- (7) A complete description and inventory of any and all activities proposed to occur on the property*
- (8) An ALTA Survey of the property*

**NOTE:** All requests for a Zoning Certificate will be processed within ten (10) business days.

Please submit all requests to the City Clerk's office at 770.482.8136 ext. 128 or email [cityclerk@lithoniacity.org](mailto:cityclerk@lithoniacity.org)

**Zoning Certificate Fees are as follows:**

**Tier I-\$75.00**

**Tier II-\$250.00**