

CERTIFICATION FOR LEGAL NON-CONFORMING

Legal non-conformance occurs when a structure of use existed in compliance with regulations in effect at the time the use or the structure was established but has become non-conforming due to one or more factors. Such as...

- a. Existed prior to October 1, 1940
- b. Existed prior to annexation into the city limits
- c. Existed prior to an amendment to the Zoning Ordinance changing the zoning category in which the use was permitted or the development regulation controlling the location or placement uses and/or structures (i.e.-distance to a single district or yard setback).

Non-Conforming is controlled by Section 17 of the Zoning Ordinance. There are basically two rules controlling discontinuance or abandonment:

- a. Land that has ceased to be used in a bona fide manner for one (1) year; and
- b. A building not used for a bona fide use for 24 consecutive months.

*Other rules from Section 17 Zoning Ordinance may apply if there are special circumstances

****Fee cost is \$50.00 per letter**

APPLICANT INFORMATION:

NAME: _____

ADDRESS: _____

PHONE: _____/_____-_____

EMAIL: _____

LOCATION INFORMATION:

RESIDENTIAL COMMERCIAL YEAR BUILT: _____

ADDRESS: _____

ZONING CASE #: _____ PREVIOUS ZONE: _____ CURRENT ZONE: _____

ORDINANCE #: _____ EFFECTIVE DATE: ____/____/_____

DOCUMENTATION SUBMITTED:

WATER CONSUMPTION RECORDS (*dating back from zoning date change to present*)
(Water Development 817-392-8250)

ELECTRIC SERVICE RECORDS (*dating back from zoning date change to present*)

LEASING AGREEMENT OR RENT RECEIPTS
(*dating back from zoning date change to present*)

BUSINESS LISTINGS IN COLE'S REVERSE DIRECTORY

CERTIFICATE OF OCCUPANCY

FIRE / HEALTH INSPECTIONS

OTHER: _____