



**CITY OF KILLEEN  
ZONING VERIFICATION LETTER APPLICATION**

**Zoning Verification Letter application requirements:**

*All zoning verification letter application materials must be submitted. Zoning verification letters can take up to 10 business days to complete, from the time that application is paid in full.*

- Completed zoning verification letter application
- Application fee (cash or check, only; checks made payable to City of Killeen)
  - Zoning verification letter application: \$50.00 + \$10.00 Tech Fee

**Property Information:**

Address / Geographic Location: \_\_\_\_\_

Property Identification Number (Prop ID)<sup>1</sup>: \_\_\_\_\_

Subdivision Name, Block and Lot # (Legal Description): \_\_\_\_\_

Proposed Use (if applicable): \_\_\_\_\_

<sup>1</sup>The Prop ID must be included in order to verify zoning accurately which can be obtained from the county appraisal district website (<https://bellcad.org/>)

**Applicant / Primary Contact Information:**

*Provide the name, email, and address of the recipient of the Zoning Verification Letter. A copy of the letter will be sent uploaded into MGO. Only one copy of the letter will be emailed, if you wish to have the letter emailed to multiple recipients, provide their email addresses below.*

Name: \_\_\_\_\_ Company (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email (print legibly or use type font): \_\_\_\_\_

Attach additional pages for multiple recipients:

Name: \_\_\_\_\_

Email: \_\_\_\_\_

**For Office Use Only:**

Applicant: \_\_\_\_\_ Case #: \_\_\_\_\_ Intake Date: \_\_\_\_\_

Amount Due: \$ \_\_\_\_\_ Payment Received by: \_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_ Cash/CC/MO#/Check#: \_\_\_\_\_ Receipt #: \_\_\_\_\_

*Application Revised: Feb 2025*



## **City of Killeen Contacts**

### **Planning & Development Services**

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