



**CITY OF TWIN FALLS  
COMMUNITY DEVELOPMENT SERVICES**  
P.O. Box 1907  
203 Main Avenue East  
Twin Falls, ID 83303  
PH: 208-735-7267      [tfplanning@tfid.org](mailto:tfplanning@tfid.org)

**PROPERTY VERIFICATION LETTER REQUEST**

Date of the Application: \_\_\_\_\_

Application No.: \_\_\_\_\_

**Fee: \$250.00**

**A. REQUEST INFORMATION:**

1. Property Address: \_\_\_\_\_

2. Current Property Owner: \_\_\_\_\_

The City of Twin Falls will certify the entitlement of the property by the issuance of a Property Verification Letter.

- Property located in City Limits
  - Current zoning designation of the property
  - Desired Land Use within zoning district: \_\_\_\_\_
  - Current or past zoning violations on property
  - Status of Open Building Permits
  - Design Standards and Applicable codes
  - Status of Property Permits – approved plats, Special Use Permits, other applicable permits
  - Other: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**B. APPLICANT INFORMATION:**

1. Name of applicant: \_\_\_\_\_

2. Mailing Address: \_\_\_\_\_

3. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

4. Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

5. E-mail: \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

**Please note:** The Zoning Verification Letter does not verify compliance with development standards, parking, or certify legal non-conforming status; the Land Development Regulations, or conformance with the Building Code or Fire Code.

Please email completed application to [tfplanning@tfid.org](mailto:tfplanning@tfid.org). Payments for the request may be made online or in person.