



City of Portland, Oregon - Portland Permitting & Development

1900 SW Fourth Avenue · Portland, Oregon 97201 | 503-823-7300 | www.portland.gov/ppd

Zoning Confirmation Request

File Number: _____

FOR INTAKE, STAFF USE ONLY

Y N Unincorporated MC

Date Received _____

Plan District _____

Received By _____

Bill # _____

Qtr Sec Map(s) _____

Building Permit # _____

Overlay Zone _____ Base Zone _____

Related File# _____

APPLICANT: Complete all sections below that apply to the proposal.

Email the completed application and any supporting documents to LandUseIntake@portlandoregon.gov.

Application Type - The purpose of a zoning confirmation letter is to verify in writing the allowed uses, development standards, and regulations applicable to a specific site. Zoning confirmation letters may fall into either the Tier 2 or Tier 3 category. Please indicate below which type of letter you are requesting.

Tier 2 - Bank Letter Analysis

- Description of current zoning
- List of applicable land use history
- Response in 3 to 4 weeks

Tier 2 - LUCS

- Land Use Compatibility Statement
- Project description required
- Analysis of whether the use is allowed in the zone
- Response in 3 to 4 weeks

Tier 3 - Complex Zoning Analysis

- Description of zoning and zoning history
- Details of permit and land use history
- Responses to specific questions
- Development analysis upon request
- Response in 6 to 8 weeks

Requirements - Zoning Confirmation Requests cannot be processed without the required fee. For fee information, please refer to the Land Use Services fee schedule: www.portland.gov/ppd/current-fee-schedules. To ensure the most accurate information, the properties listed below should include all of the lots that make up the site. You may use www.portlandmaps.com or call the Zoning Information Line at 503-823-7300 to confirm property information. Submit an 8.5 x 11 inch site plan, showing property lines and all existing development. (For Tier 3 applications, please include a list of specific questions or zoning issues you would like addressed in the letter. The site plan submitted must include enough information to respond to the request.)

Site Address or Location _____

Site Tax Account Number(s) and Legal Description(s) – attach additional sheets, if necessary

Tax Account #	Property ID #	State ID #	Tax lot/Lot Block Addition/Section
R	R		
R	R		

Applicant Name (include company name, if any) _____

Street Address _____

City _____ State _____ Zip Code _____

Day Phone _____ email _____

Bank letter should be addressed to, or LUCS should be emailed to Applicant Other, address below

Other (Name & Company) _____

Street Address _____

City _____ State _____ Zip Code _____

Day Phone _____ email _____