



City of Riverside
APPLICATION FOR ZONING CERTIFICATE

Zoning Certificate \$25 –

The Zoning Certificate will provide the current zoning district classification, flood plain designation (if any), proposed land use compliance, regulation information, proposed use regulations, setbacks, minimum and maximum size, population density, parking regulations, and any allowances/restrictions that currently run with the property.

STEP 1 - INFORMATION of Applicant & Property: Please provide all below information.

APPLICANT	
NAME:	DATE:
BUSINESS NAME (If applicable):	
MAILING ADDRESS:	
CITY/STATE/ZIP:	
PHONE:	E-MAIL:
PROPERTY INFORMATION	
PARCEL PPIN:	Find online at https://map.stclairco.com/parcelviewer/
PROPERTY ADDRESS:	
PROPERTY OWNER:	
PROPOSED LAND USE:	

STEP 2 - ACKNOWLEDGEMENT: Please read and sign below.

I hereby certify that the information stated on and submitted with this application is true and correct. I also understand that the submittal of incorrect information will result in the revocation of the certificate and any resulting work approved will be null and void.

STEP 3 - REASON for Application: Please check one answer below.

<p>Proposed New Business located in Riverside, AL – Use Determination Required for Business License - Continue to Step 4.</p> <p>Proposed New Construction in Riverside, AL – Use Determination Required for Building Permit - Continue to Step 4.</p> <p>General Information about Specific Property – General inquiry about a specific property regulations - Continue to Step 5.</p>
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STEP 4 - PROPOSED: Please answer the following questions about the proposed plan for the property.

a) Describe the nature of the use (does the use involve residential dwelling, sales, services, processing, etc. activity.):

b) Describe the type of product(s) sold or produced (including alcohol):

c) Describe the relative amount of site area or floor space proposed:

d) Describe any type of equipment that would be a part of the activity:

e) Describe whether the use has enclosed or open storage and the amount and nature of the storage:

f) Describe anticipated employment typically associated with the use:

g) Discuss the off-street parking and loading requirements:

h) Describe any anticipated noise, odor, fumes, dust, etc. likely to be generated:

i) Describe the anticipated amount of consumer vehicle traffic per day:

STEP 5 - SUBMITTAL:

Please submit completed application at Riverside City Hall or submit by email to info@riverside-al.com

- Fees must be paid before processing of the application can begin. Emailed applications will be invoiced on-line.
- Zoning Certificates and Zoning Information Letters are generated per the City of Riverside Municipal Code & Zoning Ordinance.
- Information concerning building codes and/or certificate of occupancy are not provided for in this document.
- A Zoning Certificate/Zoning Information Letter does not constitute approval of a building permit.

STEP 6 - ISSUANCE:

- Processing of this type of request is normally completed within 4 business days.
- Once processed, the Zoning Certificate will be issued to the applicant at the email address listed on this application.
- The issued certificate is valid for a 6-month period after date of issuance.