



**Village of Menomonee Falls**  
Department of Engineering & Development  
W156 N8480 Pilgrim Road  
Menomonee Falls, WI 53051-3140  
Telephone: 262.532.4400 Fax: 262.532.4289

## ZONING VERIFICATION LETTER REQUEST FORM

Date: \_\_\_\_\_

Property Address or Tax ID: \_\_\_\_\_

Current Property Owner: \_\_\_\_\_

Current Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Contact: \_\_\_\_\_

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

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

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

If you would like specific information listed on the letter, please include the items below:

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Upon return of the information, please let us know who you want the letter addressed to:

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Where you want it mailed or emailed: \_\_\_\_\_

Is there any other reasonable special instruction you would like us to consider: \_\_\_\_\_

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Please return the completed form and/or payment to our office:

**Zoning**

**W156N8480 Pilgrim Road**

**Menomonee Falls, WI 53051-3140**

or

**Fax – 262-532-4289**

**Additional Notes:**

- Fee is \$50.00 per letter (one parcel per letter); When requesting a building with multiple tenants, each tenant will constitute a separate request and fee.
- Letters to be faxed or mailed will not be completed until payment has been received.
- Make checks payable to: The Village of Menomonee Falls

**If you have any questions, please contact the Village of Menomonee Falls Engineering & Development Department at 1-262-532-4400.**