



**Zoning Contact:** \_\_\_\_\_ **From:** Nicole Douglas

**Municipality:** \_\_\_\_\_ **Department:** \_\_\_\_\_

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

**Pages:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Urgent    For Review    Please Comment    Please Reply    Please Recycle

To meet the financing requirements of the loan program, Dominion Due Diligence Group is requesting your assistance on behalf of:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This information is **required** for the HUD re-financing report for the following property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please email completed letter to my attention at [n.douglas@d3g.com](mailto:n.douglas@d3g.com)**

If unable to send via email, please fax to me at 804-588-5758 before mailing a hard copy to my attention.

Thank you for your time,

Nicole Douglas  
Research Analyst  
804-358-2020 (p) 804-665-2913 (direct line)

[ \_\_\_\_\_ ] Initials: \_\_\_\_\_

**COMPLIANCE REQUEST:  
Zoning and Code Enforcement Verifications**

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

**Completed by:** Name & Title: \_\_\_\_\_  
Department: \_\_\_\_\_  
Direct Contact Info: \_\_\_\_\_

**Re:** Property: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_

**Attention:** Sec. Julián Castro  
U.S. Department of Housing & Urban Development  
451 Seventh Street S.W.  
Washington, DC 20410

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

To meet the financing requirements of the loan program, Dominion Due Diligence Group is requesting your assistance on behalf of the above referenced applicant. Please confirm whether the above noted subject property conforms with the current zoning designation and whether or not the property has any known zoning violations

1. **This property is zoned:** \_\_\_\_\_

2. Is the property in compliance with local zoning codes?

- (a) Yes – It is legally conforming
- (b) Yes – It is a legal non-conforming use
- (c) No – If no, please attach the most recent zoning inspection report or list detailed information below.

If no, please note the violations and any required corrective actions (if required):

\_\_\_\_\_

3. This property is pending a change of zoning.

- Yes Reason \_\_\_\_\_
- No

4. Can the building(s) be completely rebuilt as is if destroyed?

- Yes
- No Reason \_\_\_\_\_

\_\_\_\_\_  
Zoning Official Signature



\_\_\_\_\_  
Date