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## Zoning Verification Form (ZVF)

The Zoning Verification form verifies if a business is an allowable use in a specific location. This form is usually needed for ownership/tenant changes, business name changes, and/or for Business Tax purposes. To submit a zoning verification request, please follow the steps below:

**Step 1:** Go to PermitGNV: [www.permitgnv.com](http://www.permitgnv.com). Click on the login icon in the top right corner of your screen.

**Step 2:** Click Register Now. (If you have registered before, please login to your previous account and skip to step 6.)

**Step 3:** Under Registration Type, select Other.

**Step 4:** Enter email, first and last name, and phone number. (You can fill in more information if you choose.)

**Step 5:** Scroll down and enter your username and password. Click Submit.

**Step 6:** Click the Home tab.

**Step 7:** Under Development Projects, click Submit an Application.

**Step 8:** Next to Project Type, click the drop down and select Zoning Verification. Answer the questions that appear and attach the supporting documents. Once you click Submit, your application will be sent to the Planning Division for processing.

To check on the status of your application, log into your account. Click My Account. Click View My Requests. Then click on the application # you want to view. Once you're in the application, click on the Reviews tab and this will show you who is reviewing it. The approval letter will be under the Documents tab once approved.