



**BUTTS COUNTY BOARD OF COMMISSIONERS OFFICE  
PLANNING & DEVELOPMENT DEPARTMENT**

625 West Third Street, Suite 3, Jackson, Georgia 30233  
Office 770-775-8210 - Fax 770-775-8211  
[www.buttscountyga.com](http://www.buttscountyga.com)

**Zoning Verification Letter Request Form**

**BOARD OF  
COMMISSIONERS**

**Ken Rivers**

District 1 Commissioner

**Robert L. Henderson, Sr.**

District 2 Commissioner

**Joe Brown**

District 3 Commissioner

**J. Keith Douglas**

District 4 Commissioner

**Russ Crumbley**

District 5 Commissioner

**ADMINISTRATION**

**Brad Johnson**

County Manager

**Brad Vaughan**

Planning & Development  
Director

**Channing Cawthon**

Planner

**Shana Corley**

Office Manager

**Jeremy Head**

Building Official

**Kyle Golberg**

Building Plan Reviewer

**Scott Bowen**

Building Inspector

**Christopher Sears**

Code Enforcement Officer

Date of Request: \_\_\_\_\_

Request Received From:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone & Email: \_\_\_\_\_

How would you like to receive the Zoning Certification Letter?

- Mail Physical letter via USPS  
 Email (Sent to email address listed above)

Property Address: \_\_\_\_\_

Tax Parcel ID: \_\_\_\_\_

Specific Property Information Requested:  
(i.e.: Permitted Uses Per Zoning District)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Office Use Only:**

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

Staff Member Received: \_\_\_\_\_

Date Payment Received: \_\_\_\_\_

Receipt/Payment Confirmation Number: \_\_\_\_\_