Application for Address Assignment
Inside City Limits

Applicant Information:

Name: _____ Daytime Phone No.: _____

Address: _____

Property Information:

Legal Description of Property: _____

_____

Project Information:

Description of Proposed Construction: (Check One)

☐ Single Family Residence ☐ Duplex ☐ Quadplex ☐ Apartment ☐ Condominium

☐ Townhouse ☐ Office ☐ Storage ☐ Retail ☐ Warehouse

☐ Other _____

Number of Floors: _____ Number of Structures: _____ Number of Units: _____

Building Permit #: _____

Have there ever been or are there presently any structures on the site? ☐ Yes ☐ No

If yes, what are / were the address(es)?

_____

Property Sketch:

Please attach a site plan to this request showing the structure for which this application is being submitted. Site plan needs to clearly show the location of the driveway(s), other structures which have existing addresses and the approximate distances (in feet) from the structure to all property lines and roads. Please indicate front of structure and main entrance/front door as those will determine address.

_____

OFFICE USE ONLY

Assigned Address: _____

Assigned By: _____Date: _____