



ADDRESS ASSIGNMENT APPLICATION

This form is to request the assignment of an address to your project. Note that addresses will only be assigned when new construction or an additional dwelling unit is proposed. If no new construction/additional dwelling unit is proposed, a change of address will only be granted for the following reasons:

- *The existing entrance on a corner lot is on a different street
- *You have documentation that demonstrates difficulty in receiving mail or emergency services
- *The address number is duplicated, or the same address number exists on a similar street name

Only the Property Owner or Authorized Representative can request an address assignment/change. You will be notified within 7-14 days that your application has been processed.

Required Information:

Property Owner's Name: _____

Phone Number: _____

E-mail: _____

Mailing Address: _____

Date Purchased (if sold within the past year): _____

Site Address (if Applicable): _____

Request Type:

- New Additional Unit
- New Single-Family Dwelling
- Change of Address

Property Type:

- Residential
- Commercial
- Industrial

Property APN: _____

Reason for Request: _____

Is this request related to a current building permit? _____

If Yes, please provide building permit number: _____

Is this request related to a current planning application? _____

If Yes, please provide planning application number: _____

I, _____, Certify under penalty of perjury that the preceding information is true and correct.

Property Owner's Signature: _____ Date: _____

(For Office Use Only)

Received by: _____ Date: _____ Proof of Ownership: _____