

REQUEST FOR STREET ADDRESS NUMBER

Applicant: _____
Current Mailing Address: _____
Daytime Telephone: _____

Please answer as many of the following questions as you can to aid in the location of your new residence.

On what road is the structure located? _____
What is the tax map and lot number of your property? _____
If in a subdivision, what is the name of the subdivision? _____
If in a subdivision, what is the lot number? _____

Please provide directions to your property: _____

Please list nearby neighbors (either by house number or name or both)

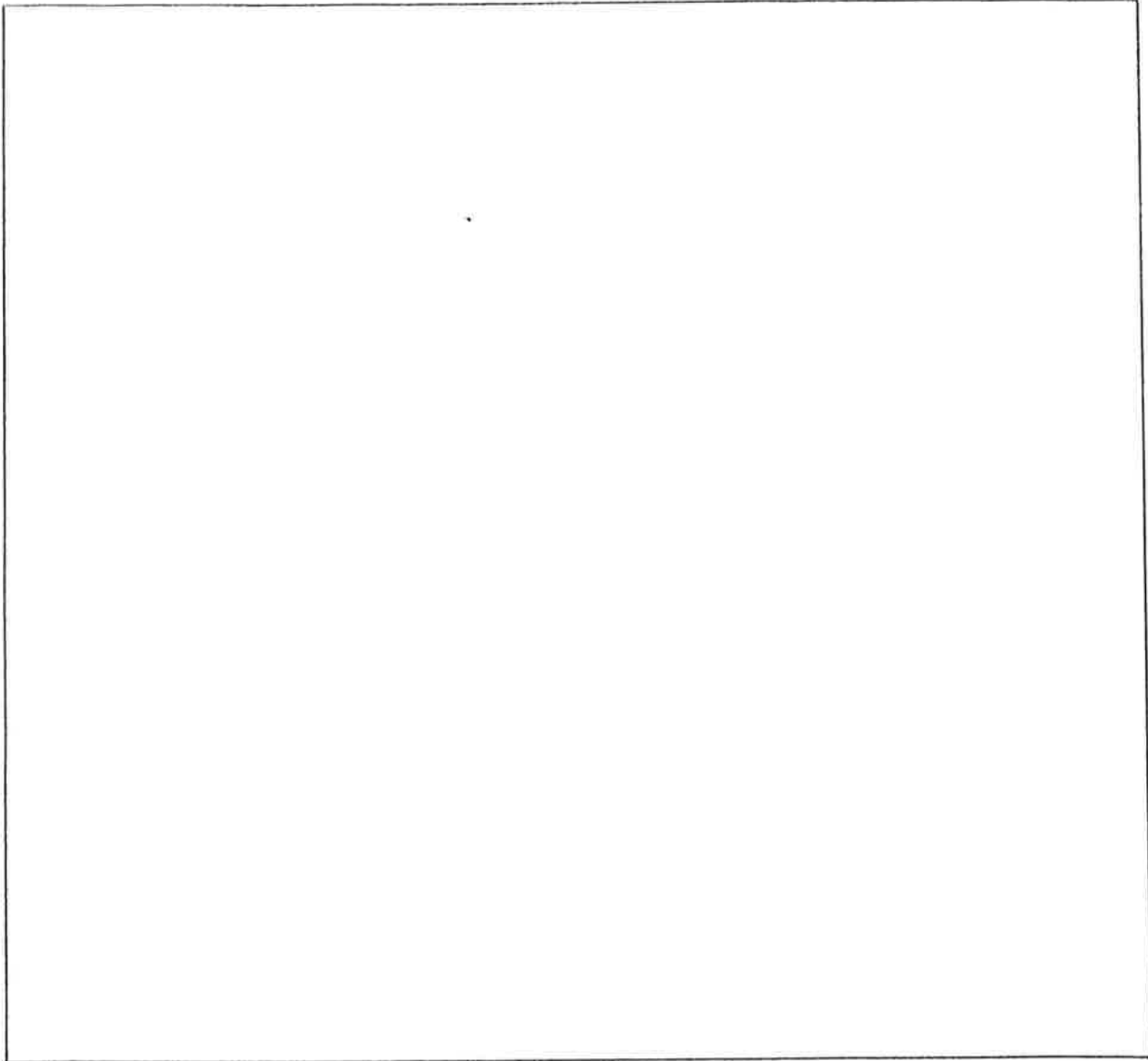
Is your house constructed or under construction? _____
Is your house visible from the road? _____
If your house is completed what color is it? _____
Is your permanent driveway constructed? (numbers are assigned based on driveway location on the road) _____

Signature: _____ Date: _____

Please mail or bring to the town office at 630 Hallowell Road

Note: Address assignment is generally based on the location of the principal driveway on the public road or private way. National standards provide for an odd and even number at every 50 foot interval on a road. Actual assignment requires that measurements be taken. It may take up to three weeks from the date of receipt to perform the work necessary to assign the address.

For Town Office Use



Notes

Map _____ Lot _____ Date Received _____

Assigned Address _____

Date Of Phone Notice _____ Date Of Mail Notice _____

Section 7. Compliance

All owners of structures shall, by the date stipulated in Section 8, display and maintain in a conspicuous place on said structure, the assigned numbers in the following manner:

- a. **Number on the Structure or Residence.** Where the residence or structure is within fifty (50) feet of the edge of the road right of way, and is readily visible, the assigned number shall be displayed on the front of the residence or structure near the front door or entry.
- b. **Number at the Street Edge.** Where the residence or structure is over fifty (50) feet or more from the edge of the road right of way or is within fifty (50) feet and is not readily visible, the assigned number shall be displayed on a post, fence, wall, the mail box, or on some structure at the edge of the road right of way next to the walk or access drive to the residence or structure. When a number is displayed on a post, fence, wall, or mailbox that is perpendicular to the road, the number shall be made visible from both directions of the road.
- c. **Size and Color of Number.** Numbers shall be displayed in a color and size approved for use by the addressing authority and shall be located to be visible from the road. Numbers shall be in Arabic numerals and shall not be displayed in a word format. Numbers shall be a minimum four (4) inches in height and shall be of a contrasting color to their background and reflective.
- d. **Every person whose duty is to display the assigned number shall remove any different number that might be mistaken for, or confused with, the number assigned in conformance with this ordinance.**
- e. **Interior location.** All residents and other occupants are requested to post the assigned number and road name next to their telephone for emergency reference.