

**CAYUGA COUNTY
ADDRESS ASSIGNMENT APPLICATION
(TYPE OR PRINT)**

APPLICANT: _____ **DATE:** _____

PHONE: _____

APPLICANT CURRENT MAILING ADDRESS:

TAX MAP PARCEL# _____

PLEASE CIRCLE ONE:

Single Family Mobile Home
Garage Apartment Business

- TYPE:** A. NEW PARCEL _____
B. NEW BUILDING _____
 1. RESIDENTIAL _____
 2. COMMERCIAL (SPECIFY BUSINESS NAME) _____
 3. INDUSTRIAL: _____
 4. OTHER _____

- C. ADDED USE IN EXISTING BUSINESS BUILDING:
ADDITIONAL RESIDENCE _____
ADDITIONAL BUSINESS _____
OTHER ADDITION (SPECIFY) _____

- D. OTHER SPECIFICS: _____
Exact measurements from nearest intersection (Give intersection name (in tenths of a mile) or a neighbor's driveway (need name and 911 house number)
COLOR, WHEELCHAIR RAMP, OR OTHER IMPORTANT FEATURE THAT WE SHOULD KNOW ABOUT

HOUSE LOCATOR INFORMATION: Circle all that apply

ONE STORY: TWO STORY: **SIDE OF ROAD:** NORTH; SOUTH; EAST; WEST
MAIN ENTRANCE LOCATION: FRONT; RIGHT; LEFT; AROUND BACK
DISTANCE FROM ROAD: LESS THAN: _____ MORE THAN: _____
CAN IT EASILY BE SEEN FROM THE ROAD? _____ **OR OBSCURED FROM VIEW** _____
WOOD BRICK (ALL) STONE BRICK(FACE) BLOCK LOG SEASONAL
GARAGE: ATTACHED _____ DETACHED _____ **HOW MANY DOORS?** _____

IF MAIL WILL BE DELIVERED TO THIS ADDRESS, SPECIFY POST OFFICE FROM WHICH MAIL IS TO BE DELIVERED: _____

MUNICIPALITY: _____

ADDRESSING OFFICIAL _____

NEW ADDRESS ASSIGNMENT: _____
(REMEMBER ADDRESSES WILL NO LONGER INCLUDE RD#S OR BOX#S)

PROCEDURAL NOTE: MUNICIPAL ADDRESSING OFFICIAL MUST COMPLETE THIS FORM. WHENEVER THERE IS A NEW BUILDING OR CONSOLIDATION OF USES OR PARCELS.

UPON COMPLETING THE ABOVE INFORMATION AS A REQUEST FOR A NUMERIC ADDRESS, PLEASE FAX TO COUNTY PLANNING AND E-911 OFFICE. UPON RECEIVING THE COMPLETED FORM INCLUDING A NEW ADDRESS, PLEASE GIVE ORIGINAL TO APPLICANT, AND SEND A COPY TO THE FOLLOWING: MUNICIPAL CLERK, TOWN ASSESSOR, CAYUGA COUNTY PLANNING AND E-911 OFFICE.(IF YOU ARE A TOWN THAT DOES YOUR OWN ADDRESSING). AND POSTMASTER (ONLY IF MAIL DELIVERY IS INVLOVED)

COUNTY PLANNING FAX: 253-1499 E-911 FAX: 253-1192 E-911 OFFICE: 253-3316