

New Address: \$50
Replacement Sign: \$25

LINCOLN COUNTY

RURAL ADDRESS NUMBER APPLICATION



APPLICANT CONTACT INFORMATION	NEW ADDRESS LOCATION INFORMATION
NAME _____	PIN _____
ADDRESS _____	PARCEL # _____
CITY _____	GL _____, _____ 1/4, _____ 1/4
STATE _____ ZIP _____	SEC _____ T _____ N, R _____ E
PHONE (_____) _____	LOT # _____ SUBDIV _____
	TOWN OF _____

PARCEL INFORMATION

Is this a 2nd address for this parcel? Yes No What is the other address? _____

Will this be your mailing address? Yes No Anticipated Date: _____

Is the driveway access existing or will a new one be installed? Existing New

Is this address to be applied to: Existing Structure New Construction

What type of use will accompany this address? _____
(single-family home, apartment building, type of business, farm storage, etc.)

How many addresses are using the private driveway? _____

Jurisdictional Approvals (see page 2)

It is important to get the proper access approval from the Town, County, or State for your proposed access location. This is dependent on the type of road your access will intersect. While Lincoln County Land Services is the Addressing Administrator each Jurisdiction must approve access to it's roadways before we can issue an Address.

DRAWING

Provide drawing, including measurements, showing neighboring buildings, addresses, and intersections in the space provided below or on an attached map. See example on page 2.



The information that I have provided on this form is true and correct to the best of my knowledge. By signing this application, I am granting permission to Lincoln County staff to enter my property at any reasonable time for the purposes of assigning the address and assuring compliance with the addressing and road naming ordinance.

Signature

Date



RURAL ADDRESS APPLICATION INSTRUCTIONS



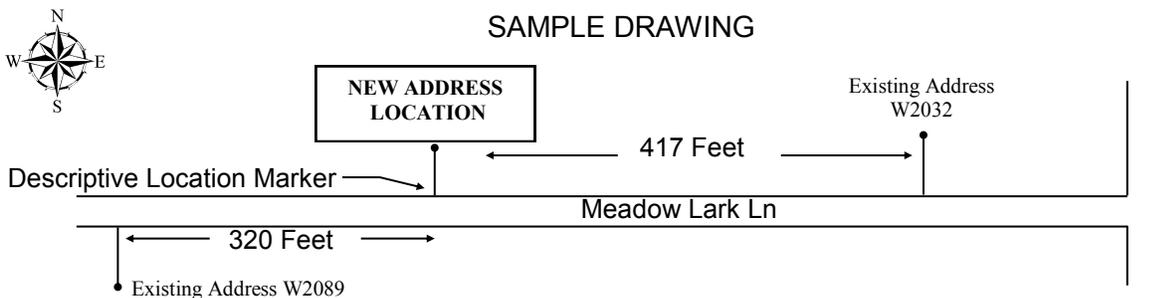
- Step 1. - Mark the Proposed driveway or access point used to gain entry to the property. It must be marked with wooden stakes, colored flagging, spray paint, or another method, please provide this information on your drawing on page 1.
- Step 2. - Obtain "Access Permits" or approvals from WI DOT for State Roads (715) 365-5272, County Highway Department for County Roads (715) 539-2500, and Town approval for driveways accessing Town Roads, contact your local official.
- Step 3. - Bring in your Rural Address Application, and your supporting approval documentation from the appropriate Authority/Jurisdiction. A number will be assigned using GPS and the Lincoln County 911 Emergency Number System, a sign will be ordered with this number. The cost of the sign, post, and hardware is included in your application fee. Lincoln County will notify you when your sign is ready for pickup using the Contact information on page 1. It is your responsibility to post the sign. Lincoln County will notify the Real Property Lister, United States Post Office, Local Town Officials, and all Emergency Service Providers of the new address. You must notify all your personal contacts such as banks, and subscriptions services.

APPLICANT CONTACT INFORMATION: Complete with correct, current contact information.

NEW ADDRESS LOCATION INFORMATION: Complete with an accurate property description from your deed or tax bill or attach a copy of your tax bill.

PARCEL INFORMATION: Answer questions to the best of your knowledge.

DRAWING: Make a detailed drawing showing proposed/present driveway location in relation to nearest numbered driveway location. Include actual distances (not guesses), adjacent property address numbers, the location of proposed building(s). The more accurate information provided the easier and quicker it will be to provide you with a rural property address. Alternatively use the Lincoln County GIS site to highlight the new entrance location and attach that printout with your application.



****FOR OFFICE USE ONLY****

Requirements for Application

- Driveway or Access Route staked or obviously marked
- Property recorded in applicant's name or letter from recorded owner (circle one)
- Fully completed application
- Fee paid

Receipt # _____ App Date _____ GPS Date _____ By _____ Unit # _____

Fee \$ _____ Driveway GPS # _____ Building GPS # _____

New Address Assigned: _____

Rural Address Sign Placement Guidelines

Before installing any sign, call **Diggers Hotline** at **1-800-242-8511**.

Address signs shall be placed at the end of the driveway on the right-hand side, when viewing the property from the road. The only exception being when two homes are accessed from the same driveway – then the signs shall be placed to indicate which home each number has been assigned.

All signs must be in clear view, and visible to vehicles traveling in both directions on the roadway at all times. Bushes and trees must be kept trimmed to allow clear view.

The sign shall be not less than 5 feet and no more than 10 feet from the edge of the driveway. The sign shall be not less than 15 feet and no more than 20 feet from the edge of the road pavement or gravel. The only exceptions to these requirements being if the sign would be blocked from view or become a hazard to traffic on road.

The sign shall be between 48 inches and 60 inches above the ground. The only exceptions being if these height requirements place the sign below the road pavement/gravel level or more than 8 feet above road pavement/gravel level.

Land owners required to have a driveway access point address sign may also wish to include an address number on the main structure near the front entrance.

