

ADDRESS APPLICATION

Residential and Commercial

Address Application Process:

1. Submit COPIES of the five items listed below to Norvell Township Zoning Department:

1. Proof of ownership (*copy of deed or current tax bill — must have complete legal description*)
2. Current Tax Identification number
3. Site Plan showing location of principal buildings driveway
4. Closest existing addresses to both sides and across the street from property
(*Indicate approximate distance each address is from your drive*)
5. A \$35.00 fee for each lot/unit and meters requiring an address
(*Cash or Checks * payable to Norvell Township*) *\$25.00 fee will be charged for a returned check

Please note: assigned addresses are considered final, address changes will be subject to additional fees.

2. Applicant will be contacted via Phone in 4-5 business days when issuance is complete

3. If sending application via US Postal Mail, UPS, etc. please send to:

Norvell Twp. Zoning Dept. **106 E.** Commercial St., P.O. Box 188, Norvell, MI 49263

Date: _____ **Tax Identification Number** _____

Owner Information:

Applicant Information: (If different than owner)

Name

Name

Current Address

Current Address

City, State, Zip

City, State, Zip

Phone

Phone

Email (*provide if you would like to receive address notification via email*)