



# City of Baker City

## Public Works Department

### Application for Address Assignment

**Please note:** This application should not be submitted to public works until the planning department's review is complete and a building permit has been applied for.

A site plan reflecting where the dwelling or business is or will be located is required to be submitted with your application. A Google Earth image or state tax map is a good tool to use to create your site plan. Once a complete application is received, staff will make every effort to process the request within two business days.

#### APPLICANT INFORMATION

Applicant's Name: \_\_\_\_\_

Current Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

#### PROPERTY OWNER INFORMATION

Property Owner's Name: \_\_\_\_\_

Current Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_

#### PROPERTY INFORMATION

Baker County Assessor's Map No. (09S40E...): \_\_\_\_\_

Tax Lot: \_\_\_\_\_

Why is a new address needed for this property? \_\_\_\_\_

What street does or will the new home's or business's front door face? \_\_\_\_\_

Is this application for a single address or multiple addresses? \_\_\_\_\_

If multiple addresses requested, please provide detail as to why multiple addresses are requested: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

#### FOR CITY USE ONLY

Date request received: \_\_\_\_\_

Received by: \_\_\_\_\_

Approved:  Yes  No

#### COMMENTS

\_\_\_\_\_  
\_\_\_\_\_