

Application for Uniform Address Number Rec

Applicant	Mailing Address	City, St, Zip Code
Legal Description ¼, ¼, S, T, N, R, W	Township	Duplicate Sign Y or N

Uniform Address Numbers in Buffalo County: Effective, November 1, 1989, the Buffalo County Uniform Address Number Ordinance requires address numbers to be issued for new improvements on unimproved property. The numbering system is based upon a grid system. For every mile, 100 numbers can be issued on any given highway. The numbers are given “W” or “S” prefixes, depending upon the predominate direction of travel of any given road.

Measurement For New Address: Measure the distance, in feet, from your driveway to the next nearest driveway on the same road and note the distances and address numbers on an aerial photo. Then measure in the opposite direction from your driveway and record the nearest driveway in that direction, and the distance to it. This is important to make certain your driveway number is sequential with existing driveways. Please send an aerial pictorial representation of the structure and depict its primary access route on the photo along with a check for **\$50.00** to the Buffalo County Zoning Office. Aerial photos may be purchased through the county GIS office by contacting (608) 685-6285.

Driveway Permit Approval: If the driveway in question involves constructing a new or reconstructed access point on to a public road, a driveway permit may be required before the Zoning Department may issue an address number. _____ Initial this space if written approval has been granted by the State DOT, County Highway Department, or Town Supervisor for the driveway in question. If not initialed, the Zoning Department will still process the application, however, if the location of the driveway must move and consequently cause the address number to need revision, the applicant is responsible for submitting a revised application along with the fee of **\$50.00** for the revised address number. _____ Initial this space if you request the Zoning Department to wait to issue the address number until approval of the driveway location by the applicable entity. (This may prolong the address number issuance up to 30 days).

Dead-end Town Road Addressing: In 2006, the Zoning Committee determined that all existing dead-end town roads with more than 1 principle structure accessed off of it should be addressed and numbered off of the dead-end town road. Upon placement of a second principle structure on a dead-end town road with only 1 address number, both addresses and numbers will be changed at the new addressee’s expense, to be listed and numbered off of the dead-end town road. However, all new addresses assigned off of dead-end town roads that will be the first address on the dead-end town road will also be addressed off of the dead-end town road.

Shared Access Points: All principle structures which share a common driveway must purchase a second smaller address sign to be placed as to signify which address is issued to which structure. In this case a second smaller sign will need to be ordered and will be placed at the applicable driveway or on the structure if easily viewable from the road. **The total in this case will be \$60 for the 2 signs.**

Please make check or money order payable to the Buffalo County Treasurer and mail to Buffalo County Zoning, 407 S Second Street, PO Box 492, Alma, WI 54610. Send separate checks for each application. If you have any questions, please contact Paul van Eijl at (608) 685-6218, or Tracey Frassel at (608) 685-6217. Thank you.