



3001 US Highway 12 E, Suite 201
 Menomonie, WI 54751
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 www.dunncountywi.gov/landinfo

RURAL ADDRESS REQUEST

Applicant Information

Applicant Name(s)				
Property Owner(s)	<i>(If different than applicant)</i>			
Mailing Address	City	State	Zip	
Email(s)	Phone			
Contact Preference?	<i>(Default is email)</i>			

Request Details

Request Type	New Rural Address Assignment
Municipal Township	<i>(Example: Town of Red Cedar)</i>

Property Information

This information can be found on your deed, latest tax bill, or you can look this information up on the [Dunn County GIS site](#). If you are building and own multiple properties in the same area, please list the Parcel ID for the property you intend to build on.

Parcel ID	<i>(Example: 170322#####)</i>			
Section (1-36)	Town	North	Range	West
Quarter-Quarter	OR		Government Lot	
If applicable, specify your subdivision or CSM and lot below:				

Property Use

Expected Use	<i>(Circle One)</i>
<i>Other use explained:</i>	
Structure Type	<i>(Circle One)</i>
<i>Other structure type explained:</i>	

Multi-Unit Questions

# of Units?		Does each unit have its own exterior entrance? (yes/no)	
Are the units side-by-side or upper and lower?:		**Site Plan required for multi-unit**	

Driveway & Connecting Roadway Information

Your address assignment is largely determined by the location where your driveway meets the main roadway. By answering the questions below, we can properly locate your driveway location and assign an address that makes sense for routing and emergency purposes. If your driveway is connecting to a **town road**, please contact your municipality to get your driveway permitted. For a driveway connecting to a **county highway**, please contact the Dunn County Highway Dept. If connecting to a **state or federal road**, please contact the Wisconsin DOT. You may also need a driveway permit if you are changing the use or location of an existing driveway. **Addresses will not be assigned until proper permits or approvals are granted by the roadway authority.**

Roadway connecting to:			
New or existing driveway?			
Which side of the road is the driveway on?			
What is the nearest intersection?	<i>Example: State Road 25 & 815th Ave</i>		
Driveway is _____ feet _____ of intersection			
Are you sharing a driveway with another property? (yes/no)	<i>If you are sharing, list the address of the driveway you are sharing with here</i>		
Driveway permit #			

Optional - If you have a copy of your driveway permit, please attach a copy or picture of your approved driveway permit.

Site Plan

If you have a copy of your site plan, please attach a copy or picture of your site plan. ****REQUIRED for multi-unit****

Applicant Notes

If needed, please share any additional information or comments.

Fees & Installation

These prices include the assignment and/or sign, mounting hardware, and post. Installation service is handled by the applicant unless installation service is requested.

# of additional signs needed? <i>**Extra signs are recommended for shared or long driveways</i>	
Do you need installation service? (Yes/No)	

Order Summary

New Address Total: (+\$100)	
Additional Sign Total: (# extra signs x \$35)	
Multi-unit Total: (# units -1) x \$40)	
Install Total: (+\$60)	
Total Due:	

Payment Information

Payment Type: (Cash / Check / Card)	
<i>If applicable, Check #:</i> Payable to "Dunn County"	

Application Confirmation

Agreement: I (the applicant) hereby request a new rural address (aka fire number) sign, agree to install and maintain said sign to Dunn County specifications. The information provided on this application is correct and complete to the best of my knowledge. I also allow Dunn County staff access to my property if having opted for sign installation indicated above or to assess access for address assignment. I also acknowledge that should I relocate my access, or if actual driveway location varies compared to the information in this applicant, that my address may be subject to reassignment at my expense.

Applicant Signature:	
Date Signed:	

For Office Use Only

Address Assignment Details

Address Number		Road Name	
City		Zip	

Date Received							
Online App #		Dept App #		Payment Status			
CC Conf#		Date Received		Date to TRS			
App Status							
Date Sign Ordered		Date Sign Rec'ed		Date Notify Sign in?			
Date to HWY		Date Installed		Picked up?		Pick Up Date	
Address Verified?		Zip Verified?		In Assessment System?		In Mapping?	
ESN		MSAG OK?		MSAG Changed			
MSAG Notes							
Date Assigned		Notified via?					
Assignment Notes							
Notified Non-Applicant Parties							