



# STERLING FIRE DEPARTMENT

Date rec'd _____
Date to applicant _____
Building Permit # _____
Address assigned: _____

## NEW STREET ADDRESS APPLICATION FORM

<input type="checkbox"/> <b>New Address</b> <i>* If the access road to the property is unnamed, you may need to apply for a new street name in addition to an address number.</i>	<input type="checkbox"/> <b>Address Change</b> Current Address: _____
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**NOTE: A driveway must exist before an address is assigned, unless you are also applying for a building or driveway permit! In that case, please STAKE and/or FLAG the location of the center of the future driveway or we will be unable to create an address.**

### Owner Contact Information:

_____	_____	_____
Name	Phone /Cell Phone Numbers	Email Address
_____	_____	
Current Mailing Address	City, State, Zip	
_____	_____	
Other Contact (e.g. Contractor)	Phone / Cell Phone Numbers	

### Subject Property Description

1. Has the driveway been properly approved and permitted as required?      Y    N
2. What existing road is the property located on? \_\_\_\_\_
3. Please supply one or more of the following:
  - Assessor Parcel Identification Number \_\_\_\_\_
  - Abutting Property Addresses / Parcel ID's \_\_\_\_\_
  - Lot number / Subdivision name \_\_\_\_\_
4. Please attach a copy of the assessors map showing the parcel requiring an address along with the parcels abutting the parcel in question. This can be obtained at:
  - Town Hall (the Assessors Office, 2nd Floor)
  - The town's GIS website:      (<http://www.axisgis.com/SterlingMA/>)

<b>SUBMIT THIS COMPLETED FORM TO THE STERLING FIRE DEPARTMENT - FIRE PREVENTION OFFICE</b>	
Sterling Fire Department - Fire Prevention Office 5 Main Street - PO Box 21 Sterling, MA 01564	Phone: 978-422-8107 Fax: 978-422-7832