



# TOWNSHIP of LIGONIER

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## NEW ADDRESS ASSIGNMENT

Date: \_\_\_\_\_ *(you must complete both sides)*

Property Owner \_\_\_\_\_

Location of Property \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Tax Map No \_\_\_\_\_

Current Address (if any) \_\_\_\_\_

- |   |  |
|---|--|
| <input type="checkbox"/> new residential construction | <input type="checkbox"/> revised residential occupancy |
| <input type="checkbox"/> new commercial construction  | <input type="checkbox"/> revised commercial occupancy  |

Neighboring Property Owner (L/R/X) \_\_\_\_\_

Neighboring Property Owner (L/R/X) \_\_\_\_\_

Neighboring Property Owner (L/R/X) \_\_\_\_\_

EMS Locations \_\_\_\_\_

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Township/County Use Only

911 Address \_\_\_\_\_

YOUR STRUCTURE WAS NOT REPORTED AS AN EXISTING STRUCTURE ON THE \_\_\_\_\_ ADDRESSING PROJECT REPORTS. THERE ARE ALSO NO PERMITS OR OCCUPANCY PERMITS ON FILE FOR YOUR STRUCTURE. PLEASE COMPLETE THE FOLLOWING INFORMATION:

Please complete the below information for the *structure you are requesting the new address for only*:

Date or year structure was built \_\_\_\_\_

Date or year the structure was first occupied \_\_\_\_\_

Date or year the structure was last occupied \_\_\_\_\_

Describe the structure (cabin/apartment/garage apartment) \_\_\_\_\_

Square footage of the structure \_\_\_\_\_ No. of stories and height \_\_\_\_\_

No. of rooms in structure \_\_\_\_\_ No. of bedrooms in structure \_\_\_\_\_

Date or approvals – permits – occupancy permits for structure \_\_\_\_\_

IF YOUR STRUCTURE EXISTED PRIOR TO 9/1/1997 AND IS NON-CONFORMING, YOU WILL NEED TO REQUEST THAT A CERTIFICATE OF NON-CONFORMITY BE ISSUED BY FILLING OUT AND SUBMITTING THE PROPER FORM. WITH THE FORM YOU WILL NEED TO PROVIDE A NOTARIZED STATEMENT OR PHOTOGRAPHIC EVIDENCE THE STRUCTURE EXISTED PRIOR TO 9/1/1997.

IF YOU STRUCTURE WAS CONSTRUCTED AFTER 9/1/1997, IT IS IN VIOLATION OF THE TOWNSHIP ORDINANCES AND YOU MUST REMEDY THE VIOLATION PRIOR TO OUR ISSUING AN OCCUPANCY PERMIT AND ADDRESS FOR YOUR STRUCTURE

### Township Action

Records found  Yes  No

Structure Non-conforming  Yes  No

Remedy \_\_\_\_\_

Date \_\_\_\_\_ Officer \_\_\_\_\_