



# Town of Bluff New Address Application

190 N 3rd East – Unit #1 • PO Box 324 • Bluff, Utah • 84512  
Telephone: (435) 672-9990 • office@townofbluff.org

## Request for Address Assignment or Change

<b>Owner:</b>		<b>Date:</b>	
<b>Telephone Number:</b>		<b>Email:</b>	
<b>Mailing Address:</b>		<b>City/State:</b>	<b>Zip</b>
<b>Requested by:</b> <b>Owner</b> <b>Builder</b> <b>Realtor</b> <b>Utilities</b> <b>Other, specify:</b>			
<ul style="list-style-type: none"> <li>Attach a <b>map showing parcel, structures, and driveway access</b> (include the road it is to be addressed off of).</li> <li>If Private Drive, please show access from town road.</li> <li>If multiple addresses are required for one parcel, please provide an air photo labeling the structures to be addressed.</li> <li>Vacant lots will not have an address assigned to them until a building permit is given for the parcel with driveway access defined. Addresses directly correspond with the structures on the parcel.</li> <li>If new build, provide a PDF of the site plan for the proposed development indicating distance from the building front entrance to either side lot line in feet.</li> </ul>			
<b>Tax Parcel Number(s):</b>		<b>Subdivision:</b>	
<b>If an existing address is in use, what is it?</b>			
<b>Is the address in use different from the listed address?</b>			
<b>Please give a brief description of property and driveway location. Please notate structure type (New construction, existing structure, residential, commercial, accessory dwelling unit, etc.)</b>			
<b>Is the structure a:</b> Single    Duplex    Apartment    Mobile Home    Business    Hotel			
<b>Other (Specify):</b> _____			
<b>Is the structure (Yes or No): Visible from the road:</b>		<b>Under Construction:</b>	
		<b>Fully Completed:</b>	

**Property Owner/Representative Signature:** \_\_\_\_\_

You may email this form with applicable attachments to Erin Nelson at [manager@townofbluff.org](mailto:manager@townofbluff.org) or mail to: **Town of Bluff, Attn: Erin Nelson, PO Box 324, Bluff, UT 84512**

**Office Use Only**

**Received By:** \_\_\_\_\_ **Date:** \_\_\_\_\_