

# HAMPTON VA

## Residential / Commercial Address Request Form

Email: DSCpermits@hampton.gov

### Contact Information

Applicant Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Site Information

Development Name: \_\_\_\_\_

Parcel LRSN(s): \_\_\_\_\_

Property Address (if known): \_\_\_\_\_

Reason for Request:

New Address (currently no address)

Change Address (delete existing address)

Additional Address

### Attachment (may be required):

Site Plan with building footprint, unit outline, unit main entrance, and driveway or property's main access to street

Floor Plan (needed for multi-floor & multi-suite buildings)

Letter from property owner or authorized agent

### Address Type:

#### Residential

Single Family

Duplex

Secondary Residential Unit

#### Commercial

Condominium # of Units \_\_\_\_\_

Apartment # of Units \_\_\_\_\_

Office Building # of Units \_\_\_\_\_

Retail # of Units \_\_\_\_\_

Utilities

Park Site

Industrial

Other: \_\_\_\_\_

Will mail be delivered to this address? Yes No Zip Code \_\_\_\_\_

Related Application Number(s): \_\_\_\_\_

Related Project Title(s): \_\_\_\_\_

#### Internal Use Only

Address Application Number: \_\_\_\_\_ Notification Sent Date: \_\_\_\_\_

Proposed Address: \_\_\_\_\_

Application Processed By: DSC: \_\_\_\_\_

GIS: \_\_\_\_\_

Assessor: \_\_\_\_\_