ADDRESS REQUEST FORM

City of Novi Community Development Department
45175 Ten Mile Road, Novi, MI 48375
248-347-0475
cityofnovi.org

Project Name	Site Plan Number

This application must be completed for any development to receive an address in a subdivision (residential or non-residential) or an individual non-residential lot. This form does not need to be completed for a single family residential home unless it is not in an existing or proposed subdivision.

ADDRESS REQUEST SUBMITTAL REQUIREMENTS

- One copy of a full scale site plan showing the distance of the centerline of the road to mile roads and major intersections.
- A copy of the approval letter from the Street Naming Committee for each street name.
- Submit completed form to Brian Riley briley@cityofnovi.org Questions: 248-347-0438

APPLICANT

Company Name		Primary Contact		
Street Address	Suite	City	State	Zip

Phone Number	Alternate Phone Number	Email address

Parcel Number	Number of Lots	Number of Corner Lots

If addresses are needed for the any of the following, state their location in the box provided and highlight on the submitted site plan.

Meter Pit	Entry Wall
Signage	Irrigation
Lighting	Lighting
Utility Location	Utility Location
Other	Other
Other	Other

For Office Use Only:

Date of Street Naming Approval	Date Address Assigned	Approved By	Date