

Oneida County Address Application

Return to Town of Three Lakes with appropriate fees (\$65.00) and/or driveway permit. Refer to the Town of Three Lakes attached ordinance regarding installation and maintenance of fire signs when completing form.

**Office use only**

Building Site
 Existing Dwelling

Municipal Township _____
Driveway Permits Required? Yes No Permit# _____

Contact Information

Applicants name _____ Phone _____
Address _____ City _____ State _____ Zip _____
Email _____ Fax _____
Landowners name _____ Phone _____
Address _____ City _____ State _____ Zip _____

Driveway Information

Tax Parcel # _____ Road name _____ Side of Road N S E W
Section _____ Town _____ Range _____ Forty or GL # _____
Subdivision name _____ Lot _____ Block _____

IMPORTANT - If any of the information contained on this form is found to be inaccurate, you may be required to change your address at the time of the discovery. The information presented below is accurate to the best of my knowledge.

You must indicate the address and accurate distance, each way, from your driveway to the nearest neighbors' driveways. The neighbors can be across the road as long as the closest neighbors are used. Please indicate if you share a driveway with others.

Neighbor 1 address _____ Distance _____ Direction _____
Neighbor 2 address _____ Distance _____ Direction _____
Nearest intersection 1 _____ Distance _____ Direction _____
Nearest intersection 2 _____ Distance _____ Direction _____

Sketch - Map can be attached as a separate page/document.



Applicant Name Printed

Applicant Signature

Date

Office Use Only

Received by _____ Date _____
Address _____ By _____ Date _____
Assigned _____
Verified by _____ Date _____

Address Compliant? Yes No

Instructions

Contact Information

1. *Applicants* – Provide your name, present phone, fax, email and address information.
2. *Land Owners* – Provide the owners name, phone and address information if it differs from the applicant's info.

Driveway Information (most of the following information can be obtained from your tax bill)

1. *Pin#* - Provide the parcel identification number shown on your tax bill for the parcel of land containing the intersection of the driveway and the road.
2. *Road name, Side of road* – Provide the Road name and circle the side of the road that the driveway is on.
3. *Section, Town, Range, Forty or GL#* – Provide the section, township, range and forty or GL# (i.e. NWSE, GL3, etc.) that the driveway/road intersection is located.
4. *Subdivision Plat Name, Lot and Block* – Specify the lot, block and subdivision name of the driveway parcel, if applicable and indicated on your tax bill.
5. *Neighbors* – Provide the addresses, distances and directions to the two nearest neighbors' driveways on either side of the road OR
6. *Intersection-if closer than a neighbor*; measured along the road, in both directions use either neighbors or intersections **WHICHEVER IS CLOSEST.**

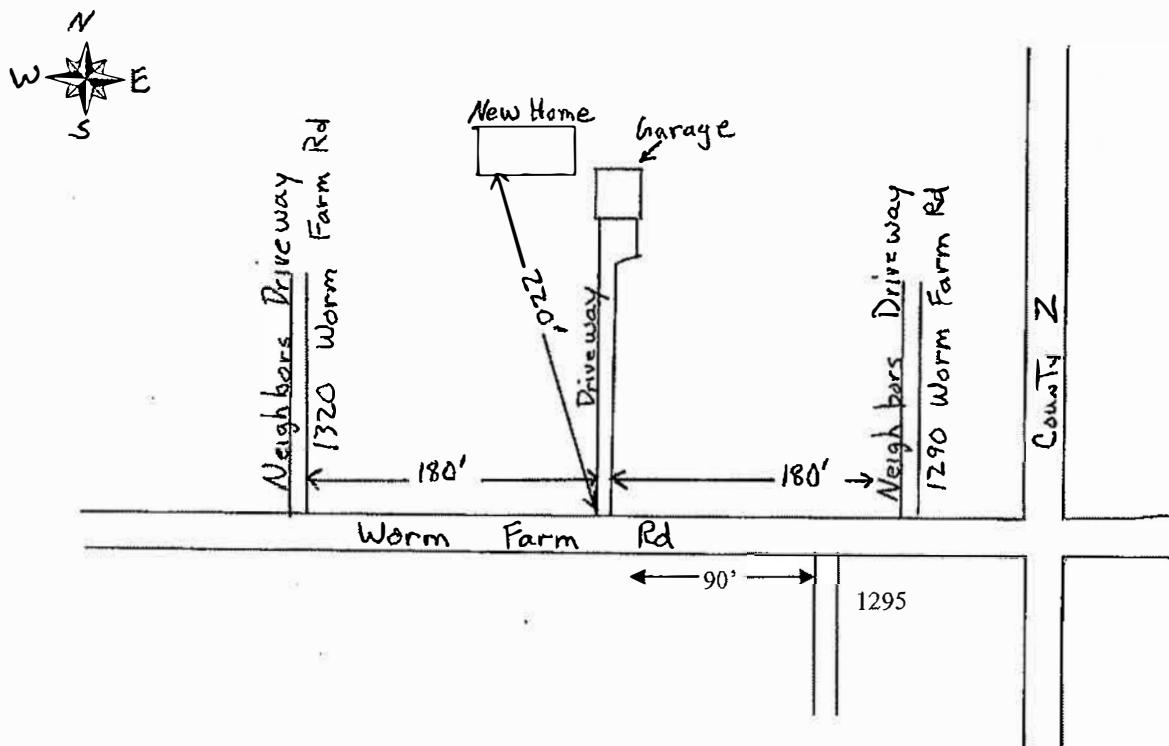
Building Information

1. *Building type* – Provide the building type for building receiving the address with this application (house, commercial building, etc...).
2. It is only necessary to fill out the other lines in this section if the information is different from the information for the driveway.

Sketch – Please draw a sketch of the location of your driveway as accurately as possible. This sketch should show the following items:

1. Show the distances between your driveway and your neighbors' driveways or road intersections.
2. Driveway information – see sample sketch below. Make sure your distances are accurate to the nearest 10'.
3. Miscellaneous information – Must have the compass shown with directions, any other explanatory text that would be helpful, etc...)

Sample Sketch



Sec. 30-8. Regulating the installation and maintenance of fire signs.

- (a) All structures, including occasional-use trailers, within the town require a fire sign to provide for quick access by emergency services organizations.
- (b) Applications for fire signs shall be made to the town clerk on forms furnished by the town. All fire sign fees required under this section shall be established, from time to time, by town board resolution.
- (c) All fire signs and posts shall remain the property of the town. Oneida County Land Information will be responsible for assigning fire numbers. The Town Board or its designee will be responsible for installing new or replacing reflective fire signs as specified by the Manual on Uniform Traffic Control Devices (MUTCD). Fire signs will be double-sided, perpendicular to the road. Fire signs will be installed within the town, private, county, state highway and forest service roads right-of-way. Once a sign has been installed, it shall not be removed except by a town official.
- (d) Property owners shall be responsible for the following:
 - (1) Maintaining the area around fire signs so that shrubbery, trees, brush, weeds, or other items do not obscure the visibility of the fire sign.
 - (2) Ensuring signs remain free of dirt or snow.
 - (3) Ensuring that nothing is attached to the fire sign post other than the fire sign.
 - (4) Notifying a town official when a sign is missing or damaged beyond repair. Such notification shall be within 48 hours of the occurrence.
 - (5) Will be responsible for the cost of any new or replaced fire signs and range signs that shall comply with the guidelines set forth in the MUTCD.
- (e) Any person, firm or corporation who violates, disobeys, neglects, omits or refuses to comply with this section or who resists the enforcement of any of its provision, or who moves, removes or tampers with any fire sign or fire sign post shall, upon conviction, forfeit not less than \$75.00 nor more than \$250.00 together with the cost of prosecution, shall be imprisoned in the county jail of Oneida County until said forfeiture and costs are paid not to exceed 30 days for each violation. Each day that a violation continues to exist shall constitute a separate offense.

(Ord. of 2-16-2010, §§ 1—6, 12-1-15) (06072022)

Secs. 30-9--30-40. Reserved.