

NEW ADDRESS REQUEST

PINE COUNTY E911
635 Northridge Dr NW #100
Pine City, MN 55063
320-438-0309 voice, 320-629-8392 fax
Denise.baran@co.pine.mn.us

Please fill out as completely as possible and mail to:

Date: _____

OWNER or RESIDENT:

Name _____
Current Mailing Address _____
City _____ State _____ Zipcode _____
Telephone _____

BUILDING LOCATION:

Township Name: _____

Legal description (can be abbreviated from deed)

Parcel ID # (if known):

of _____ 1/4 of _____ 1/4 of _____ 1/4
of Section _____ T _____ N R _____ W

Road Name _____

My **closest** neighbor's address is:

{Look for a blue address sign.

*Keep in mind they may be on the
opposite side of the road.}*

(circle one)

My driveway is or will be located NORTH EAST WEST SOUTH of my neighbor's driveway

My driveway is located on the NORTH EAST WEST SOUTH side of the road

My driveway is in its permanent location YES NO

*{The driveway must be located to
assign an address.}*

If **no**, when will your driveway be marked? _____

There is a structure on my property YES NO

If **yes**, what is the structure? _____

*{Necessary for 911 database
mapping and address sign
installation.}*

If **no**, what will be built? _____

When will it be built? _____

MUST ATTACH MAP OF PROPERTY - handwritten or printed with proposed driveway and road

Office Use Only Address Marker _____ Trips _____ GPS _____
Notes _____ Notified _____
As400 _____

NEWLY ASSIGNED ADDRESS IS:

Address _____
City _____ MN Zipcode _____

Addresses are assigned to properties by the 9-1-1 Coordinator in all areas of Pine County outside of city limits.

To apply for a rural address, download the new address application below (requires Adobe Reader) or request an application via telephone (320) 438-0309.

When applying for an address be prepared to provide the following information: legal description, parcel number, name of road from which structure is accessed, owner/taxpayer name, and a neighbor's address number.

Addresses will be assigned to raw land only if you spend time at the property in a recreational manner and it has a driveway approach.

All addresses within city limits are handled by the municipalities. Contact your city office directly for instructions to obtain an address.