



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-7362 ▪ Fax 928-632-7365

ADDRESS AND STREET NAME REQUEST FORM
APPLICATION TO ASSIGN OR CHANGE AN ADDRESS

Activity	Fee **
New Address	0
New Street Name	0
Modify Existing Address Number (Resident Initiated)	250.00
Modify Existing Address Number (Agency Initiated*)	0

*Agency initiated is a request by Yavapai County for 911 purposes

**Direct expenses such as professional service fees, postage, advertising and like will be the responsibility of the applicant.

The undersigned herewith applies to add or modify an address within the Town of Dewey-Humboldt.

Assessors Parcel Number: _____
Old Address/Street: _____
Proposed Address/Street: _____

Reason for address/street name request (building permit, APS hook up, percolation test, other):

Applicant's Name (Print): _____
Address: _____
City: _____ State: _____
Zip: _____
Applicant's Phone #: _____ Fax #: _____
Mobile #: _____ Email: _____

This application has been duly signed this _____ day of _____ 20____.
Applicant's Signature: _____



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-7362 ▪ Fax 928-632-7365

INSTRUCTION FOR SUBMITTING A PROPOSED STREET NAME APPLICATION

1. Prepare a list of possible street names for the street. The maximum length for a street name including spaces and the appropriate suffix abbreviation is 17 characters. Please keep in mind that confusing and offensive names will not be approved. Also, duplicate street names in Yavapai County will not be approved.

Changing the suffix of a name does not constitute an alternate choice. For example: Dirt Road, Dirt Drive, Dirt Street, Dirt Lane

2. Contact the Dewey-Humboldt Public Works Department at (928) 632-5074 to see if an Access Permit from a Town Maintained Road is required.
3. Prepare a petition, which contains the signatures of at least 51% of all the landowners adjacent to the street or easement (in its entirety). You may use the attached petitions.
4. Supply a **recorded** legal description or a **recorded** map describing the street to be named.
5. Prepare a map showing directions to the location of the street to be named.
6. Supply a complete mailing list of all landowners adjacent to the street, so that when a name is assigned, a notice will be sent to all affected parties. The circulator of the petition must certify that, to the best of their knowledge, the information is complete and accurate.
7. Contact the Community Development Department to schedule an appointment to review the street name application.

If any of the above steps have not been completed, the street name application will not be accepted. Acceptance of the application does not guarantee approval of the street name. The adjacent property owners will receive written notification informing them of the status of the application.

If you have any questions regarding the street name process, please contact the Community Development Department at the Dewey-Humboldt Addressing Unit, 2735 S. Hwy 69, Humboldt, AZ 86329 or by telephone at (928) 632-7362.

*****Once the Addressing Unit receives a complete packet from you, the process may take a minimum of 4-6 weeks. The process could take longer depending on objections if they are received. The Public works Department processes the petitions on a First-Come, First-Serve basis.*****

"We the undersigned, petition Development Services to accept and assign the proposed name of _____ for the attached legally described easement (private road)."

ALTERNATE ROAD NAME CHOICES ARE AS FOLLOWS: (CHANGING THE SUFFIX OF A NAME DOES NOT CONSTITUTE AN ALTERNATE CHOICE. FOR EXAMPLE: DIRT ROAD, DIRT DRIVE, DIRT STREET, DIRT LANE)

- 1. _____
- 2. _____
- 3. _____

<u>NAME</u>	<u>SIGNATURE</u>	<u>PARCEL #</u>	<u>DATE</u>
_____	_____	- -	_____
_____	_____	- -	_____
_____	_____	- -	_____

Petition circulated by _____ Date _____

This petition is **not intended for a roadway name change**. Please contact the Community Development Department (928) 632-7362 for the procedures to change a road name.

BY SIGNING THIS PETITION, YOU APPROVE ALL OF THE ABOVE SUGGESTED ROAD NAMES

-----cut-----along-----dotted-----line-----to-----separate-----

"We the undersigned, petition Development Services to accept and assign the proposed name of _____ for the attached legally described easement (private road)."

ALTERNATE ROAD NAME CHOICES ARE AS FOLLOWS: (CHANGING THE SUFFIX OF A NAME DOES NOT CONSTITUTE AN ALTERNATE CHOICE. FOR EXAMPLE: DIRT ROAD, DIRT DRIVE, DIRT STREET, DIRT LANE)

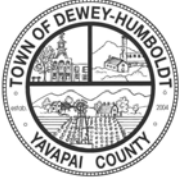
- 1. _____
- 2. _____
- 3. _____

<u>NAME</u>	<u>SIGNATURE</u>	<u>PARCEL #</u>	<u>DATE</u>
_____	_____	- -	_____
_____	_____	- -	_____
_____	_____	- -	_____

Petition circulated by _____ Date _____

This petition is **not intended for a roadway name change**. Please contact the Community Development Department (928) 632-7362 for the procedures to change a road name.

BY SIGNING THIS PETITION, YOU APPROVE ALL OF THE ABOVE SUGGESTED ROAD NAMES



TOWN OF DEWEY-HUMBOLDT
2735 S. Highway 69, P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-7362 • Fax 928-632-7365

PRIVATE STREET NAME SIGN STANDARDS

The Town of Dewey-Humboldt Public Works Department

1. Signs will be 6" X 36" double-sided, rounded corners on an approximate 5/8" radius, made of .080 gauge aluminum.
2. Face of the sign will consist of White 3M 4090 Diamond Grade Cube high-intensity material.
3. Lettering will consist of 4" high, URW Wood font, made from Brown 3M 1179C high-intensity material. A border of this same material will be placed as a 1/4" strip, 1/4" from the edge of the sign leaving a 1/4" reveal of the white-face material outside of the brown strip.
4. Street Name Signs on intersections will consist of two signs, the intersecting street and the street to which it joins.

