



Address Request Form

Winona County Planning
and Environmental Services
202 West Third Street
Winona, MN 55987
Phone: 507.457.6520
Fax: 507.454.9378
www.co.winona.mn.us

General Information

Name		
Address to mail notification		
City, State, Zip		
Telephone	Home	Work / Cell
Occupant if different than above		

Property Information

PIN #	Township	Section
Road name access will be gained from:		
House number(s) of closest neighbor(s):		
Is this an existing access? Yes No		
Has the governing Township been contacted? Yes No		
If proposed access is from County road, has County Highway Department been notified? Yes No		
Is this for the replacement of an existing sign? Yes No If yes: Post, Sign, or both.		

Site Plan

Requirements:

1. A Site Plan that clearly identifies your property, including proposed driveway and structure locations. This site plan should represent the legal description of the property.
2. Road names and indicate which side of road driveway is on.
3. The access point of the **proposed driveway** from the public road right-of-way must be clearly **staked and marked**.

↓ FOR DEPARTMENT USE ↓

Date Received:	
Fee:	Code:
Field Verification:	
Copy to Auditor:	

Please Note: Planning & Environmental Services cannot review the address request without a completed form. Failure to provide all the necessary information may delay the review and processing of the form. The appropriate fees must accompany the form with checks made payable to the Winona County Auditor - Treasurer.