



CITY OF DAVIS  
PUBLIC WORKS DEPARTMENT  
**ADDRESS FORM**

23 Russell Blvd., Davis, CA 95616  
Phone: (530) 747-5846  
Fax: (530) 757-5660

- New Address** (Assign a new address where no City-recognized address<sup>1</sup> has previously been assigned)
- Change of Address** (Change the address for an existing City-recognized address<sup>1</sup>)
- Address Clarification** (used when there is confusion over an existing address)

Property Owner:		Date Application Received:	
Property Owner's Mailing Address:			
Property Owner's Phone:		Property Owner's Email:	
Preferred Means of Communication: <input type="checkbox"/> Phone		<input type="checkbox"/> Email	
New Address:		Existing (Old) Address:	
Additional Address(es) Possibly Cited:		Description of Location:	
Legal Description (Lot #, Subdivision Name, etc.):			
Assessor's Parcel Number (APN):		Requested Effective Date of Change:	
Reason for New Address, Change of Address, or Address Clarification:			
<input type="checkbox"/> Additional Unit (e.g. granny flat)		<input type="checkbox"/> Entrance Change (front door faces another street)	
<input type="checkbox"/> Other (explain): _____			
<b>NOTE: If approved, applicant is responsible for notifying the U.S. Postal Service of address change</b>			

Applicant's Signature: \* \_\_\_\_\_ Date: \_\_\_\_\_

\* by signing this Address Form, I agree that I am responsible for timely payment of the current Address Fee required

**PUBLIC WORKS USE ONLY**

ACTION:  Denied: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Kevin Fong, Senior Civil Engineer

cc: Post Office  
PG&E Service Planning, Woodland  
Pacific Gas & Electric, Davis  
Davis Waste Removal, Merce Miller  
Yolo County Assessor

American Medical Response  
AT&T, SAG  
Comcast  
Davis Joint Unified School District

State Board of Equalization  
Yolo County Communications  
Yolo County Elections Dept.,  
Susan Patenaude  
Address File

**REQUIREMENTS FOR SECOND ADDRESSES**

All addresses shall be clearly visible from the street to which they are addressed. Address numbers shall be a minimum of 4 inches in height and their color shall contrast with the material to which they are affixed.

1. Each addressed space shall have an all-weather path wide enough to accommodate a gurney that extends from the street to the main entrance of the unit.
2. All addresses must be clearly visible from the street to which they are addressed. Numbering shall be 4 inches in height, 1/2-inch in width, and shall be of a color contrasting to the background to they are attached (per Section 8.14.050(c) of the Municipal Code).

<sup>1</sup> See City of Davis' Address Atlas