



CITY OF LARGO

Community Development Department
PO Box 296, Largo, FL 33779
Planning Division | 727-587-6749 Ext. 7301
askplanner@largo.com

For Planning Division Use Only
Reviewer:
Acceptance Date:

Address Request Application

Addressing is an important function of the City of Largo to ensure your property will be found effectively by delivery services and emergency response situations. Please complete the form in its entirety. Incomplete applications will not be accepted. Please contact Askplanner@largo.com or (727) 587-6749 Ext. 7301 for more information on the addressing request process.

I. Property:

- A. Existing address of Property (if applicable): _____
- B. Parcel I.D. No (s): _____
- C. Nearest Cross Street: _____
- D. Road Name: _____
- E. Associated Permit or Project Number (if applicable): _____

II. Application:

- A. Request Type: New Address Address Change Additional Address Other
- B. Summary of Request: _____

- C. Name of Applicant(s)/Contact Person(s): _____
Company (if applicable): _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Telephone No:(____) _____ Email: _____
- D. Name of owner (title holder): _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____

III. Additional Information:

A. Application Checklist:

Please initial next to each item. Incomplete applications will not be accepted.

_____ Notarized letter of authorization (required if applicant is agent for property owner) OR Deed (required if applicant is property owner).

_____ One digital copy of the approved site plan, survey, or aerial image showing the following information (site plan does not have to be professionally done and can be hand drawn, but must be clear and legible, see page 3 for an example):

1. Boundaries of subject property
2. Locations and exterior dimensions of all existing or proposed buildings, and tenant spaces (for commercial) or residential units on the site
3. All driveway locations and widths
4. North arrow
5. Names of abutting Streets

_____ (IF APPLICABLE) Any other documents (i.e., request from Utility Company/Post Office, etc.) to support your address request.

I/WE CERTIFY & ACKNOWLEDGE THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE.

Signature of Applicant: _____

Print Name and Title of Applicant: _____

Example of a digital copy of the approved site plan, survey, or aerial image.

