

Application form for Street Name and Numbering

Office use only:

This form should be used for any requests to create or amend an address..

Please ensure an accompanying layout plan for the development is submitted with this form, and mark plot numbers on the plan.

Applicant details:

Name

Address

..... Postcode

Tel Number E-mail*

* We would like to be able to confirm your application in the form of a numbered plan electronically via e-mail if at all possible.

For one new property

Residential use:

Flat

House

House in Multiple Occupation

Commercial use:

Office

Broadcasting (TV/Radio)

Retail

Agricultural

Education

Other

If other please state

Any further information that might be useful:

For more than one new property:

The accompanying plan should be the submitted developers' plan with plot numbers if available – if this has already formed part of a planning application, or building regulations submission, then please quote the reference number. If the development contains block of flats, a schedule should be attached showing the storey-level for each flat, and their entry points. An internal layout plan is also required for blocks.

Does the development include new road infrastructure Yes No

If yes, please include a suggestion for a name (or suggestions for names if the development includes several streets), we will then decide whether the name(s) is/are acceptable. If not acceptable, or if you do not wish to suggest names, we will inform you of the name(s) when we confirm your application. You may find it helpful to refer to the guidance regarding name suggestions on the Council's website. Please inform us about any marketing name you are using for the development as this is sometimes helpful additional information.

Amendments to existing property addressing or other scenarios not covered by other parts of this form such as conversions, annexes, change to an existing property name, adding an address to a commercial building without a building number/name etc:

Current address of property

..... Postcode

Details of the issue

.....

Declaration

I confirm the above details are correct and give permission to Broxtowe Borough Council to amend my address as detailed

Signed Date

Once completed, please return the signed form to:

Local Land and Property Gazetteer (LLPG) & Street Naming and Numbering (SNN) Custodian,
Neighbourhoods and Prosperity, Legal and Planning Services,
Broxtowe Borough Council,
Council Offices, Foster Avenue,
Beeston, NOTTINGHAM
NG9 1AB

E-mail: 3015snn@broxtowe.gov.uk
Telephone: 0115 917 3467