



# GREEN LAKE COUNTY

## OFFICE OF THE COUNTY TREASURER

Phone: 920-294-4018

Fax: 920-299-5064

*Jessica McLean, Treasurer*

Phone: 920-294-4019

*Stefanie Meeker, Real Property Lister/Deputy Treasurer*

Phone: 920-294-4015

*Brenda Sondalle, Deputy Treasurer*

Phone: 920-294-4018

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### RURAL ADDRESS ASSIGNMENT

Rural address assignments will follow Chapter 217 of the Code of Green Lake County relating to Road Names and Building Numbers.

#### GENERAL INFORMATION

1. The landowner or their designee may obtain a rural address assignment application from the County Real Property Lister located in the County Treasurer's Office or from the local Town Board Designee.
2. Once completed, forward the form to the appropriate local Town Board Designee (listed on reverse) with a copy of an aerial image of your parcel with structure location marked. Visit the Green Lake County website at [www.greenlakecountywi.gov](http://www.greenlakecountywi.gov) to obtain an aerial image.
3. The local Town Board Designee forwards the completed rural address assignment application with aerial image to the County Real Property Lister to review all information.
4. The County Land Use Planning and Zoning Department, GIS Office will assign an address within 5 business days and return the rural address assignment form with the assigned address to the Real Property Lister.
5. The Real Property Lister will distribute copies of the completed rural address assignment form along with a letter to:
  - a) Landowner
  - b) Town Board
  - c) Sign Manufacturer
6. Once received back from the Real Property Lister, the landowner will need to take a copy of the address assignment form to their local post office if planning to receive mail at the newly assigned address.

#### INFORMATION NEEDED TO ASSIGN AN ADDRESS

- 1) Completed Rural Address Application with signatures.
- 2) A marked up aerial image from the GIS map located on the County website at [www.greenlakecountywi.gov](http://www.greenlakecountywi.gov).

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The following is a list of contacts regarding rural address assignment forms and/or measurements. In addition to the local town board designee, the forms are also available through the Real Property Lister located in the Green Lake County Treasurer's Office, 571 County Road A, Green Lake WI 54941. Phone 920-294-4018.

**Town of Berlin**

Robert Bahn, Chairman  
N7702 County Road F  
Berlin, WI 54923  
920-850-3702

**Town of Brooklyn**

Michael Wuest, Chairman  
N6638 Forest Ridge Rd  
Ripon, WI 54971  
920-428-6690 or 920-294-6600

**Town of Green Lake**

Daniel Konrad  
N4454 Horner Rd  
Ripon, WI 54971  
920-716-4802  
[towngreenlakeshop@gmail.com](mailto:towngreenlakeshop@gmail.com)

**Town of Kingston**

Alan Hoffman  
N786 County Road H  
Dalton, WI 53926  
920-291-5130 or 920-394-3293

**Town of Mackford**

Steve Davison  
N2270 County Road A  
Markesan, WI 53946  
920-210-4498  
[steve.davison56@gmail.com](mailto:steve.davison56@gmail.com)

**Town of Manchester**

Vickie Sievert, Clerk  
W2715 County Road S  
Markesan, WI 53946  
920-767-1695

**Town of Marquette**

Brittney Frederick, Clerk  
W3478 County Road B  
Markesan, WI 53946  
920-203-8009

**Town of Princeton**

Allan Weckwerth  
920-295-4057  
or  
Jill Bartol, Clerk  
W5201 Oxbow Trail  
Princeton, WI 54968  
920-295-2067

**Town of St. Marie**

James Karlovich, Chairman  
W3472 County Road CC  
Princeton, WI 54968  
920-295-3432

**Town of Seneca**

Joseph Formiller, Chairman  
W4490 Chappa Rd  
Berlin, WI 54923  
920-361-2693

# GREEN LAKE COUNTY APPLICATION FOR RURAL ADDRESS

## PROPERTY OWNER INFORMATION

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## PROPERTY INFORMATION

TOWN OF \_\_\_\_\_

\_\_\_\_\_ <sup>1</sup>/<sub>4</sub> \_\_\_\_\_ <sup>1</sup>/<sub>4</sub> SECTION \_\_\_\_\_ TOWN \_\_\_\_\_ N, RANGE \_\_\_\_\_ E

PLAT NAME \_\_\_\_\_ OR CSM # \_\_\_\_\_

TAX PARCEL NUMBER: \_\_\_\_\_

SITE ROAD NAME: \_\_\_\_\_

**\*\*\*AERIAL IMAGE WITH STRUCTURE LOCATION MUST BE ATTACHED\*\*\***

Visit the Green Lake County website to view aerial images at [www.greenlakecountywi.gov](http://www.greenlakecountywi.gov)

\_\_\_\_\_  
Property Owner Signature Date

\_\_\_\_\_  
Town Designee Signature Date

**FORWARD APPLICATION to Town Board Designee listed on instruction sheet.**

OFFICE USE ONLY

NEW NUMBER ASSIGNED: \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_ POST OFFICE \_\_\_\_\_ ZIP CODE \_\_\_\_\_