

ADDRESS ASSIGNMENT AND VERIFICATION

The Baldwin County Water Department requires a verified address on all new water tap applications. You must present your completed Address Verification MSAG(Master Street Address Guide) to the Water Department before the tap application is originated.

- If you are building a new structure on a property, you will be assigned an address as part of the building permit approval process. You will need to know where the primary point of access (driveway) will be located as well as where the building will be placed on the property.
- If you are moving a mobile home onto a property, you will be assigned an address as part of the moving permit approval process. You will need to know where the primary point of access (driveway) will be located as well as where the building will be placed on the property.
- If you are establishing a mobile home park, you will need to provide an entire layout of your mobile home park so that all potential lots can be addressed accurately.
- If a building/structure already exists, or the tap will be used for another purpose, you must get the address currently being used verified. However, if it does not fit with the addressing scheme, it may need to be changed to be verified.

The process for each of the above scenarios begins in the Planning & Development Office, Suite 200, Administration Building. 478-445-4205.

The GIS Department is the Address Authority for all areas of Baldwin County, including the City of Milledgeville. We are responsible for the assignment and approval of roads and addresses as well as the correction of addresses and road names that do not comply with the standards of Baldwin County. These standards were developed to:

- *Improve the response time of fire, police, ambulance vehicles and other emergency services;*
- *Expedite postal and general delivery services and;*
- *Enhance the ability to locate a business and/or residence based on their address*

One of the most vital parts of Baldwin County E-911 is accurate and consistent address information. Because “Every Second Counts in Emergency Response!”

Thank you for your cooperation!