

JOHN A TUTTLE SR  
TOMPKINS TOWNSHIP SUPERVISOR  
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John A Tuttle  
9555 Minard Rd  
Parma Mi 49269

9 February 2016

Dear:

The Jackson County Addressing Ordinance was approved as amended in 2014; this ordinance has been prepared in order to allow “accurate dispatch of public safety and emergency response services, the efficient delivery of County services, U.S. Mail and delivery services.

Specifically, the ordinance addresses the naming of streets and private roads as follows: “Every existing, proposed, or constructed public road, private drive/easement, regardless of the length, that provides, or will provide, access to more than two (2) buildable lots or structures shall have a name assigned”.

In following this Ordinance, Tompkins Township and the Jackson County Addressing Committee are in the process of working with residents that live on such a road, drive or easement that fits this description, to add a name and address of parcels. This letter is our method of getting the process started to get the access to you home and/or parcel named and addressed.

Every owner of a house or vacant parcel on your drive is receiving this letter and instructions. We ask that the owners get together and choose a minimum of 3 “unique” names and present these names in priority order to this office. The names that you have chosen will be presented to JDOT and “911” officials, they will choose one of acceptable names, or, request that you present an additional list of names. A list of street/road names that are already used in Jackson County is available on the Township Website “[tompkinstwp-mi.org](http://tompkinstwp-mi.org)” or a printed copy is available on request from the Supervisor at 517-569-3263.

When a name for your Street or Private Drive has been chosen, Street, Stop & Private Drive signs will be installed and Tompkins Township will pay the cost of the signs and installation.

For improved parcels, a number for your new street address will be assigned, it may be the same as your old street number or it may be different. For vacant parcels an address number will be assigned when improvements are made. If you presently have a “green” address number sign that has been **purchased** to identify your home, Tompkins Township will also **replace and provide** that sign or replace numbers at no cost to you. If you do not have a “green” address number sign the township will not provide a free one for you but can provide one for the normal price of \$20. Please move quickly in choosing your street name so that we can move forward with this project. If you have any questions regarding this matter, Please contact me at a phone #, email or address given above.

Regards

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