

The Pope County, Minnesota, Board of County Commissioners ordains:

SECTION 1. GENERAL PROVISIONS

1.0 TITLE:

This Ordinance, from the date of its passage, shall be known as the E911 RURAL ADDRESSING ORDINANCE, Pope County, Minnesota.

1.1 PURPOSE:

The purpose of this Ordinance is to assure that every structure in Pope County is assigned an address that reflects a known location, in order to provide emergency services to all persons in Pope County, regardless of place of residence or location. Comply with the following addressing guidelines: National Emergency Number Association (NENA), "Recommended Abbreviations" and U.S. Postal Service Publication, 28.addressing. E. Jurisdiction (example: 12345 My Street/Avenue, Town, State, and ZIP Code). The regulations shall apply to the naming of all roads and the addressing of all structures and parcels within Pope County.

1.2 LEGAL AUTHORITY:

This Ordinance is enacted pursuant to Minnesota Statutes § 145A.05, Subd. 1; 145A.10, Subd. 7; and 403.07.

1.3 COMPLIANCE:

A. When any new road is proposed by submission of a subdivision plan, or otherwise proposed by any person, governmental body, or department the proposal shall be referred to Pope County Rural Addressing (PCRA) to have road numbers and delineators assigned for conformity with this Ordinance.

B. When a final subdivision plat is under review, or when a new road is to be established by other means; it shall be the responsibility of the sub divider or person petitioning the road to provide Pope County Rural Addressing with a copy of the subdivision map depicting the proposed road and placement to ensure the proposed road meets the 911 addressing requirements and the road can be placed on the official County E-911 Map accurately.

C. Any person constructing or relocating a structure, whose addressing is maintained by the County, shall obtain an Address Application and Notification Form from PCRA or from the PCRA's web site. The completed form and payment in full must be submitted to the PCRA before a valid address is issued.

D. No utility or contractor operating in the County shall furnish its service to any newly built or relocated structure or parcel whose addressing is maintained by the County, until a valid address has been issued by the PCRA.

E. The resident or caretaker of any structure or parcel shall be responsible for keeping the E-911 sign clear of snow, dirt, vegetation, debris or any other obstruction.

F. No person may alter, deface, change or remove any E-911 sign or road sign erected in accordance with this Ordinance.

G. No person may erect or install a street name or E-911 sign as this would be a direct violation of the E911 addressing ordinance.

SECTION 2. RULES OF INTERPRETATION & DEFINITIONS

2.1 IMPLEMENTATION AND RESPONSIBILITIES

A. PCRA shall have the responsibility of implementing, enforcing, and maintaining an addressing and road naming standard as defined by this Ordinance.

B. Pope County Highway Department is responsible for the initial installation of E-911 signs. Address numbers for individual structures shall be determined and assigned using the Pope County addressing system and global positioning system (GPS) coordinates.

C. PCRA shall designate the placement of signs in accordance to exhibit "A" residential and exhibit "B" farm residential.

D. For the purposes of addressing, the Pope County IS Department will hold and maintain all official databases.

2.2 ADDRESSING REQUIREMENTS

A. Every owner of property in Pope County shall assure that every structure is assigned an E-911 address that reflects a known location by the County.

1. Every owner of property containing a structure, which has been assigned an E-911 address, shall display the number in a location and manner in accordance with the requirements of the Pope County E-911 Addressing System. The displayed sign must remain in the original location and shall not be altered or moved.

2. PCRA shall provide and place address number signs at each E-911 address. Ownership and subsequent maintenance of the E-911 sign will revert to the individual property owner after the initial installation. It is the responsibility of the property owner to replace any missing or damaged signs per appendix A costs.

3. Replacement costs may be assessed for materials per appendix A and damage should be reported to the PCRA. At the owners request the Pope County Highway Department can re-install see appendix A for cost.

B. Notice of New Construction. Every owner of real property in Pope County on which a structure is erected or placed after the effective date of this Ordinance shall notify the PCRA of the structure and obtain an E-911 address to be displayed as required per this ordinance.

C. Developer Responsibility. The Pope County Board of Commissioners may promulgate reasonable rules to require all plats, planned unit developments (PUDS), and Conditional Use Appeals to conform to the E-911 addressing requirements and road naming conventions.

D. Telephone Utility Data. Following implementation of the County E-911 System, each public utility providing telephone service shall provide current customer names, service addresses, and telephone numbers to each Public Safety Answering Point or designated ALI service provider within the E-911 system and shall update the information periodically as required by Minnesota Statute § 403.07, SUBd.3.

1. Each telephone utility providing telephone service in Pope County shall require each owner of a structure in Pope County who applies for new telephone service installation to provide an E-911 address to said telephone utility provider.
2. Pope County shall provide the owner and telephone utility with the E-911 address for the location of each new telephone service installation.

2.3 ROAD DESIGNATIONS

Designation of roads within Pope County shall be in accordance with the following guidelines:

A. All US highways retain their names, as do some major county roads. Other road types are given a numeric name such as 120th Street or 203rd Avenue if they fit the addressing grid.

B. Grid roads that run west to east are called Streets, and grid roads that run south to north are called Avenues.

C. A road's numeric value is determined by its distance from the northeast corner of the county. Numeric values increase by one for every tenth of a mile in distance from the northern and eastern borders of the county. The origin of the road grid in the northeast corner of the county is 100 for streets and 100 for avenues. All roads shall fit into the E911 grid system.

D. Roads proposed after the adoption of this ordinance shall not be contrary to the county grid system.

2.4 JURISDICTION:

The jurisdiction of this Ordinance shall apply to all land in Pope County, except land located within any city, including a city operating under a home rule charter. The jurisdiction of this Ordinance, or parts thereof, may extend into the boundaries of any city that has an agreement and chooses to come under the jurisdiction of this Ordinance.

SECTION 3. ENFORCEMENT AND PENALTIES

3.1 PENALITIES

Any person who violates or fails to comply with any of the provisions of this Ordinance shall be guilty of a misdemeanor punishable by a fine up to \$1000 or 90 days in jail, or both.

3.2 ENFORCEMENT

The County Board may institute appropriate actions or proceedings to prevent, restrain, correct or abate such violations or threatened violations.

3.3 CONTROVERSIAL OR DISPUTED ROAD ISSUES

The PCRA shall have the discretion to refer any addressing issues to the County Board for approval or resolution. No controversial or disputed road issues will be considered for twelve months after the date this Ordinance is signed.

3.4 APPEALS

Appeals regarding this ordinance shall be filed with the PCRA within a reasonable time of the action being appealed, not to exceed sixty (60) days, specifying the grounds of the appeal. The PCRA shall transmit to the County Board all information constituting the record upon which the action appealed was taken. The PCRA shall schedule a hearing within sixty (60) days of the filing of Appeal and shall give legal public notice thereof, as well as due notice to the parties of interest. The County Board shall rule upon the matter within sixty (60) days.

3.5 SEPARABILITY

Should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof, except that part so declared to be invalid.

3.6 FEES

The County Board shall set the fees as established on Appendix A.

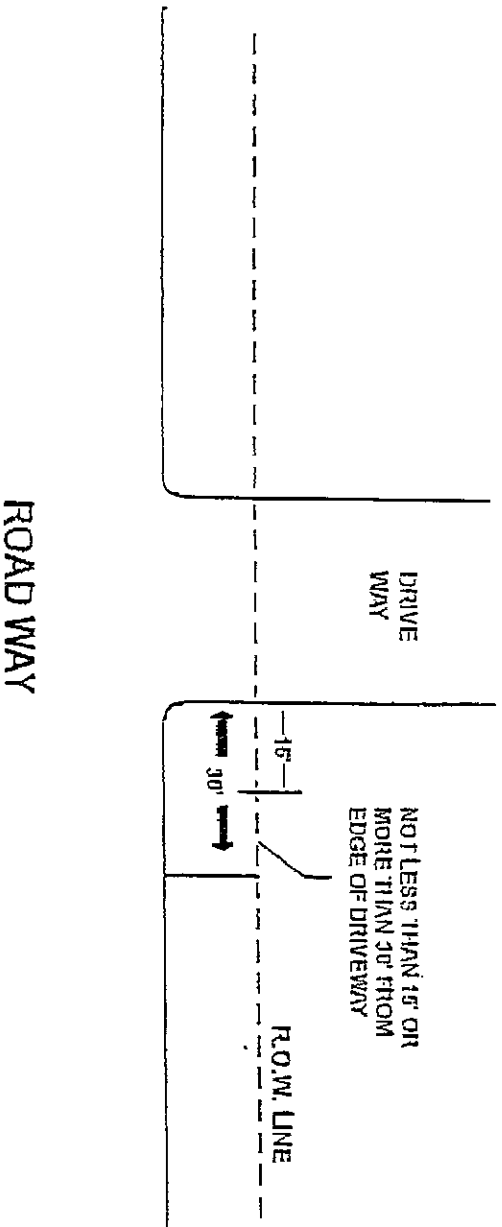


APPENDIX A

E911 ADDRESSING ORDINANCE FIVE YEAR FEE SCHEDULE

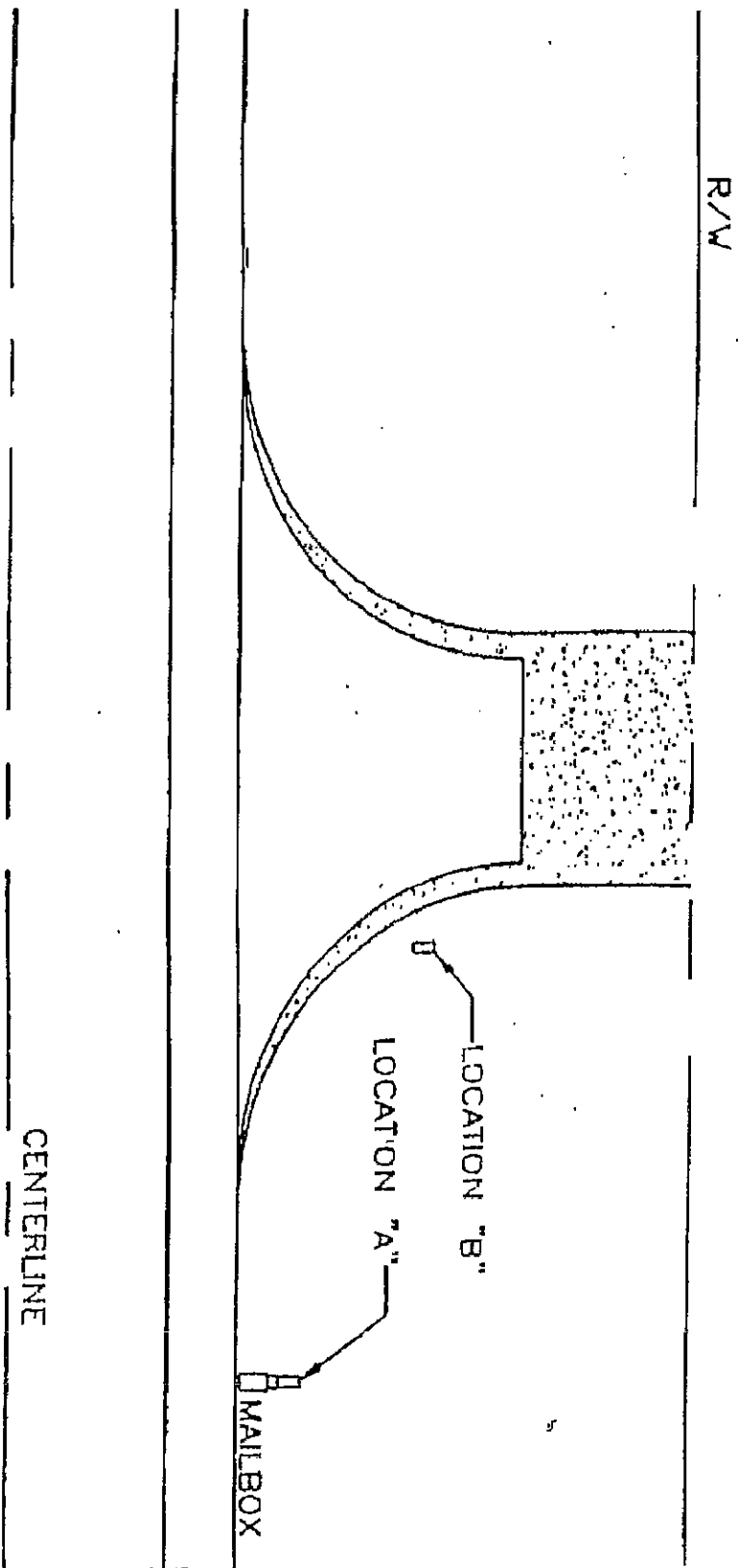
Description	2011	2012	2013	2014	2015
E911 Address	\$120.00	\$122.00	\$124.00	\$127.00	\$129.00
E911 Address Changes	\$120.00	\$122.00	\$124.00	\$127.00	\$129.00
E911 Address Replacement					
Replacement Pole	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00
Replacement Flag	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00
Replacement Numbers	\$7.00	\$8.00	\$9.00	\$10.00	\$11.00
Total Replacement	\$120.00	\$122.00	\$124.00	\$127.00	\$129.00
New Road or Subdivision (Placed in escrow account for cost of road sign(s), cost per road.)	\$500.00	\$510.00	\$520.00	\$530.00	\$540.00
Mapping of new roads (Paid at time of Plat Approval)	\$100.00	\$102.00	\$104.00	\$108.00	\$110.00

TYPICAL FARM RESIDENCE MARKER INSTALLATION
Exhibit "A"



1. Marker signs to be placed on the right hand side of driveway.
2. Location should be free of sight obstructions for motorists and emergency responders
3. Location should be within 1 to 1 ½ feet from right of way line or fence.
4. Delineator posts shall be driven 2 ½ feet into the ground

TYPICAL RESIDENCE MARKER INSTALLATION
Exhibit "B"



1. Marker signs to be placed on the right hand side of driveway.
2. Location should be free of sight obstructions for motorists and emergency responders
3. Location should be behind mailbox when mailbox is on the same side of driveway (location "A") otherwise approximately 15 feet from the shoulder of the road (location "B")
4. Delineator posts shall be driven into ground so that sign is 36' above road shoulder.