

Pipestone County Enhanced 9-1-1 Addressing and Signing Ordinance

Section 1: Title

This ordinance is entitled and may be referred to as the Road and Property Numbering Ordinance for the unincorporated areas of Pipestone County.

Section 2: Purpose and Authority

The purpose of this ordinance is to amend the Pipestone County Planning and Zoning Ordinances for effective and rapid location of properties in Pipestone County by public safety personnel, including: Law Enforcement Agencies, Search and Rescue Units, Fire Departments, Ambulance Services, and First Responder Organizations, as well as Postal Services and other Business Delivery, by adding the provisions for numbering properties and roads in the unincorporated areas of the county, and to provide penalties for failure to comply with this ordinance.

This ordinance will provide the legal authority for Pipestone County to name and number roads in the unincorporated areas of the county, as well as assign address numbers to properties in that same area, in accordance with fixed roads and addressing, as shown by the Enhanced 9-1-1 maps, which are hereby designated and adopted as the official road address maps of the county.

In addition, it provides the authority to Pipestone County for requesting bids for the initial procurement and placement of street signs in the participating townships and property signs for the identified properties in the entire unincorporated areas of Pipestone County. The costs of signs at the intersections will be assessed to the townships. The costs for the property signs will be assessed to the property owners with the initial costs recovered through a “special assessment” process on real estate taxes.

Section 3: Administration

This ordinance shall be administered by the Pipestone County Environmental Zoning Office, and coordinated with other units of government or county departments, as necessary. The Environmental Zoning Administrator is authorized to, and shall assign, road names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria contained in Sections 4 and 5, as adopted by Pipestone County.

The Environmental Zoning Administrator and the E 9-1-1 Coordinator shall be responsible for maintaining the following records of this ordinance:

1. A map of official use showing road names and numbers.
2. An alphabetical list of all property owners as identified by current assessment records, by last names, showing the assigned numbers.

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3. An alphabetical or numerical list of all roads with property owners listed in order of their assigned numbers.

Section 4: Naming and Numbering System

All roads that serve one or more properties shall be named or numbered, regardless of whether the ownership of the road is public or private. A “road” refers to any highway, road, street, avenue, lane, private way, or similar paved, gravel or dirt thoroughfare. “Property” refers to any property on which more or less a permanent structure has been erected. A road name assigned by Pipestone County shall not constitute or imply acceptance of the road as a public way.

The following criteria shall govern the naming system:

1. No two roads shall be given the same name or number.
2. No two roads shall have similar sounding names.
3. Each road shall have the same name or number throughout its entire length.
4. Numbering or naming of Streets and Avenues shall begin in the Southwestern corner of Pipestone County.
 - a. Streets run east and west and shall be numbered in increments of ten, beginning with 1st street on the Pipestone-Rock County border, followed by 11st street, 21st street, etc., ending with 241st street on the Pipestone-Lincoln County border.
 - b. Avenues run north and south and begin with Stateline Avenue on the west Pipestone County-South Dakota border, thereafter in increments of 10 beginning with 10th avenue, followed by 20th avenue, etc., continuing to the avenue shared by Pipestone and Murray County, with that avenue being named County line Avenue.
5. Mid mile streets or avenue numbers will be assigned by approximate location between regular miles, for example:
 - a. A road running generally east and west between 1st and 11th street, in the middle of the section, would be named 6th street.
 - b. A road running generally north and south between 10th and 20th avenue, in the middle of the section, would be named 15th avenue.
6. Traditional State or Federal road numbers will not be changed.

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7. Traditional County road numbers for County Highway purposes will not be changed, however, they will be signed in accordance with the E 9-1-1 naming system.
8. Exceptions would be coordinated with the Environmental Zoning Office, the Postal Department, the E 911 Coordinator, and other known, affected parties, public or private.
 - a. The first such exception is Reservation Avenue, located on the Pipestone National Monument.

Section 5: Numbering System

100 numbers shall be assigned per unincorporated mile, 50 numbers along each side.

1. Even numbers will be assigned to the north side of streets, odd numbers to the south side of streets.
2. Avenues will have odd numbers on the west and even numbers on the east.
3. Numbering will begin at the most Southwestern point of Pipestone County. Smaller numbers to larger numbers progressively from west to east and south to north.
4. Every known structure shall be assigned an address number, such as any site having electrical power, a telephone, or combination of the two, and/or activity that could be necessary to locate for Enhanced 9-1-1 purposes. These sites can include: Antenna sites, grain-handling facilities, functional gravel pits, feedlots, farmyards, (even if unoccupied or abandoned), residential housing, commercial or governmental facilities, well sites, demolition debris sites, parks, cemeteries, electrical sub-stations, or any other unmentioned site having activity associated with it.
5. Every location having more than one principal use or occupancy shall have a separate number assigned for each use or occupancy.
6. Every number assigned to each structure shall be that of the numbered interval falling closest to the front door. If the front door cannot be seen from the main road, or if the front door scenario isn't applicable, the number shall be that of the interval falling closest to the driveway of said structure.
7. Exceptions may be allowable for cause, at the discretion of the Environmental Zoning Administrator in coordination with any other known and affected parties or units of government.

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Section 6: Sign Placement (Streets)

Street signs shall generally be placed in a priority corner of the intersection, at what is normally accepted as the right-of-way line. For the purpose of this ordinance, we will use the Northeast corner of the intersection, except in situations that any change is warranted due to the nature of the intersection, etc.

At a minimum, the street signs shall conform to Federal DOT guidelines, or criteria established by Pipestone County, whichever is more restrictive. We will adopt 9 inch signs with 6 inch white lettering on a green background.

(Structures)

Structure, or property signs, shall be placed within 1 to 1-1/2 feet of the Right-of-Way line, not less than 15 feet, nor more than 30 feet from the edge of the driveway. These signs could be placed on either side of the driveway, with the first preference being the right hand side of the driveway. Location of the signs should be free of sight obstructions for motorists. We will adopt 6 inch signs with 4 inch white lettering on an Engineering Blue background.

Section 7: Compliance

All owners of structures shall, by the date or conditions stipulated in Section 10, display and maintain the sign with location number in accordance with these adopted criteria:

1. On property having more than one occupancy or use, numbers should also be displayed on each occupancy or use, in addition to the sign on the driveway.
2. All residents and other occupants are requested to post the assigned number and road name next to their telephone for emergency reference.
3. Every person whose has the responsibility to display the assigned number, shall remove any different number that might be mistaken for, or confused with, the number assigned in conformance with this ordinance. (Note: Historic dates identifying when the property was established or the structure was built, shall be exempt from this section. Consideration should be given to clear distinction between historical date and the physical address numbers.
4. Markers shall be placed so that they can be seen from each direction of travel on the road adjoined by the driveway.
5. We recognize that there will be situations where these standards cannot be met. These situations will be reviewed on a “case-by-case” basis.

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Section 8: New Construction or Subdivisions

All new construction and subdivisions shall be named and numbered in accordance with the provisions of this ordinance, and as follows:

1. New Construction: Whenever any residence or other structure is constructed or developed, it shall be the duty of the new owner to obtain an assigned number from the Environmental Zoning Officer. The new owner will also be required to purchase the sign, letters, and post at the prevailing price, at the time of the issuance of the building permit.
 - a. The new owner will be responsible for the correct placement of that sign prior to site development or construction.
2. New Subdivisions: Road names or numbers must conform to the adopted street numbering in the County. Lot numbers must be included with a site map or drawing that will be furnished to the Environmental Zoning Office at pre-application. The sub-divider will be responsible for purchasing and placing property signs, lettering, and posts.
3. No building permit shall be issued for any principle building located outside the incorporated limits of any municipality until the owner, developer, or sub-divider has procured a the official address for the premises.

Section 9: Penalty for Violating Ordinance

In the event that the owner, developer, sub-divider should fail to comply with any of the provisions of this ordinance or by failing to affix the address assigned within thirty days (30) after notification of the assigned address, shall constitute a violation of said ordinance. These violations will be punishable by a fine, not to exceed two hundred dollars (\$200) for each violation. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such. A violation of this ordinance could invoke penalties as identified in other county ordinances, including the suspension of operations being performed at that site.

In the event of non-compliance with said ordinance, the Environmental Zoning Officer will provide for the placement of the correct address, sign, lettering, and post. These costs including installation will be assessed against the property owner.

Section 10: Effective Date

This ordinance shall become effective within thirty (30) days of its adoption by Pipestone County and compliance by property owners will become effective as rural address signs are placed on their property, as described in Section 11.

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Section 11: Initial Sign Placement

The initial street signs and property signs procurement and placement will be bid by Pipestone County, who will be responsible for ensuring that the signing process is completed according to the bid specifications which must meet the requirements of this ordinance. Street signs will be placed by the successful bidder in the designated intersections for the participating townships

Property signs will be placed at the end of the driveway by the successful bidder. The property owners will be notified of the costs that will be assessed against their property following placement of the sign. In addition, they will be notified of their new addresses through the postal service and their responsibility to maintain that sign in accordance with this ordinance.

Section 12: Enforcement and Risk Acceptance

It is expected that this ordinance will be complied with. If for any reason, a property owner or resident fails to comply with this ordinance, they shall be deemed to have assumed the risk of not receiving emergency assistance at the same level of service had they met the requirements of this ordinance.

Section 13: Severability

In the event that any portion of this ordinance is found by a Court to be invalid, the remaining provisions shall continue in full force and effect.

Section 14: Fee Schedule

A fee as set by the Pipestone County Fee Schedule will be charged to the applicant to include the costs of labor and materials to place or replace residential signs, and to complete the required permit and addressing applications.

Attachments:	Exhibit One	Typical Sign Assembly Sketch
	Exhibit Two	Typical Street Sign Placement
	Exhibit Three	Typical Street Sign Placement
	Exhibit Four	Typical Residence Marker Sign
	Exhibit Five	Typical Rural Residence Marker Installation

This ordinance adopted on March 24, _____, 1998.