

Proposed Amendment
Hardin County Ordinance No. 13
Uniform Rural Address System Ordinance of Hardin County, Iowa

Be it enacted by the Board of Supervisors of Hardin County, Iowa:

SECTION 1: Purpose. This ordinance mandates the establishment and use of the uniform rural address system for residents of Hardin County in order to promote the safety, convenience and general welfare of all residents, public and private service providers, and provides for the penalties for violations.

SECTION 2: Definitions. For use in this ordinance, the following terms or words shall be interpreted or defined as follows:

1. "Person" shall mean any individual, partnership, firm, corporation, unincorporated association or other entity.
2. "Subdivision" shall mean the division of a tract of land into separate lots or parcels for the purpose of transfer of ownership or building development.
3. "Structure" shall mean a roofed and/or walled structure built for permanent use. This includes houses, agricultural buildings, or retail or commercial buildings.
4. "Map" shall mean the map used by the Agency coordinating the uniform rural address system in Hardin County. Such a map shall indicate all addresses in Hardin County subject to the provisions of this ordinance.
5. "Engineer" shall mean the Hardin County Engineer.
6. "Board" shall mean the Hardin County Board of Supervisors.
7. "E911 Service Board" shall mean the board formed to implement and maintain an enhanced 911 Emergency Service.
8. "GIS" shall mean the Hardin County GIS Coordinator.

SECTION 3: Establishment by Resolution. The Board shall, by resolution, establish the uniform rural address system as the address system to be used in Hardin County as adopted by the Hardin County E911 Service Board.

SECTION 4: Extent of System. The uniform rural address system shall extend over the entire unincorporated areas of Hardin County except for those areas already using the system of a nearby incorporated area. Unincorporated areas using the address system not attached to an incorporated area shall be subject to the provisions of this ordinance. Any incorporated area, upon presentation of a written request from the governing body of such city to the Board, may also be included in the uniform rural address system.

SECTION 5: Implementation of System. The Hardin County E911 Service Board shall adopt regulations to implement the system. See Attachment A.

SECTION 6: Road Markers. (Street and Avenue System Only.) Following initial installation, the Engineer shall coordinate the purchase of sign and post materials which meet Iowa Department of Transportation specifications, and supervise the installation of replacement road identification markers at each road intersection in Hardin County whereby the provisions of this ordinance apply. Such markers shall be in place on or before the date the system takes effect. The E911 Service Board will initially furnish and install all road markers.

SECTION 7: House Numbers. Every person owning, controlling, occupying, or using any structure situated on premises serviced from any public road in areas provided in Section 4, shall install a permanent marker on such premises displaying the assigned number. Any house number existing at the time the provisions of this ordinance take effect and that is different than the newly assigned number shall be removed at the time the new number is installed.

The provisions of this ordinance shall not apply to accessory buildings but may apply to structures located on a separate unit of frontage if requested by the owner or proprietor. To create uniformity and standardization within the county for rural addressing, the permanent marker will conform to the current Hardin County specifications of type size, color, reflectivity, and material (refer to attachment A) and shall be posted adjacent to the entry way of the premises and near the right of way line visible from the public roadway.

SECTION 8: New Structures. Every person erecting a structure as set forth under the provisions of Section 7 of this ordinance, but after the date the uniform rural address system becomes effective, shall notify the GIS Coordinator, who shall assign a number to such structure. The property owner shall be responsible for installing the rural address sign on its post within 90 days of receiving the sign materials. See Attachment B for installation specifications. The regulation provisions established under Section 5 shall be applicable to any person subject to the provisions of this section.

SECTION 9: Maintenance of Uniform Rural Address System. Property owners shall be responsible for the continued maintenance of the uniform rural address system signs and markers in Hardin County. The E911 Service Board will cover the expenses for the initial materials for installation. The GIS Coordinator will perform the following duties: assign all new addresses; coordinate obtaining of markers for new addresses; update relative maps; issue new maps if needed on a regular basis to the agencies and persons provided for under regulations established under Section 5 for the Street and Avenue System only. The Engineer shall assist the GIS Coordinator with ordering and supplying address sign materials. The property owner will be responsible for sign installation.

The fee for replacement markers, covering the cost for materials of said markers, shall be paid to the Hardin County E911 Service Board by property owners needing replacement markers.

SECTION 10: Penalty. The property owner must install the address marker within 90 days of receiving the sign materials. If installation is not completed within 90 days, replacement materials will be ordered and installed by the Engineer with expenses for time and materials charged to the property owner.

Refusal to use the Uniform Rural Address System, or the removal, damaging, defacing, alteration or destruction of a rural address system marker by one who has no right to so act may be punished by fine of not more than \$100.00 or by imprisonment of not more than 30 days. In addition, any violation of this section shall be a county infraction which is punishable by a civil penalty of not more than \$100.00 for

each violation, or if the infraction is a repeat offense, a civil penalty not exceeding \$200.00 for each repeat offense.

SECTION 11: Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 12: Severability Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 13: When Effective. This ordinance shall be in effect after its final passage, approval and publication as provided by law.

ATTACHMENT A

Regulations adopted under Section 5.

The GIS Coordinator will coordinate or:

1. Verify the accuracy of the base map that shall be used in the assignment of addresses.
2. Make all necessary corrections and updates to that map.
3. Assign addresses in accordance with the system selected by the board.

The E911 Service Board will coordinate or:

1. Notify all residents affected by this system, of:
 - a. The date the system will take effect.
 - b. The date the post offices and county departments will begin use of the system.
 - c. The location and time the individual address markers can be obtained.
 - d. The date the markers shall be in place.
 - e. How and where the markers shall be installed.
 - f. Briefly explain the system and how to use it.
2. Develop, print, and distribute reference maps, for the street and avenue system only, to rural emergency providers, dispatchers, all county offices, emergency vehicles, the U.S. Post Offices, and make available such maps to the general public.
3. Provide or reimburse the Engineer for new address marker installation materials.

The Engineer will coordinate or:

1. Install new and replacement intersection street signs.
2. Furnish materials for new address markers.

3. Provide installation costs to the E911 Service Board.

The Property Owner will:

1. Install new and replacement address marker.
2. Maintain the area around the address marker so that it has high visibility.

ATTACHMENT B

Rural Address Sign Installation Specifications

The guidelines for rural address signs are as follows:

1. Location of sign:
 - a. On the road right-of-way, along the fence row, and on the same side of the road as the house or building.
 - b. In no case shall the sign be closer than 15 feet from the edge of the road. Sign must be visible from both directions of travel.
2. Installation of Sign:
 - a. The property owner shall be responsible for the installation of his or her own sign.
 - b. Every house or building site shall have a sign. If more than one house uses the same driveway, a sign shall be installed for each house. (Any apartment property owner shall be responsible to clearly mark each and every apartment with a separate number/letter at the entrance.)
 - c. All signs shall be bolted on a 6 foot steel post, which is driven 2 feet into the ground. The address marker, bolts, and steel post will be supplied by Hardin County.
 - d. Address markers must be installed within 90 days of receiving the sign materials. Failure to install or replaced a damaged address marker will result in penalties to the property owner.
3. Notification and Costs:
 - a. New residents will be notified of their E911 address by the GIS Coordinator as requests are made.
 - b. All costs for the initial sign and post are covered by the E911 Service Board.
 - c. Property owners are required to notify the GIS Coordinator if they need a replacement sign. The property owner will pay to cover the cost of the sign replacement materials.

This ordinance shall become effective after its final passage, approval and publication as provided by law.

The Hardin County Board of Supervisors will consider the Proposed Ordinance No. 13 Amendment at a public meeting on January 11, 2017 at 10:02 a.m., Courthouse Conference Room, Courthouse, Eldora, Iowa.