

WADENA COUNTY ENHANCED 911 ORDINANCE #17

The County Board of Wadena County ordains:

I. GENERAL PROVISIONS

- A. **Title.** This Ordinance from the date of its passing shall be known as the Wadena County Enhanced 911 Ordinance #17.
- B. **Scope.** This Ordinance shall be applicable to all property located in unincorporated areas of Wadena County and within the incorporated limits of the City of Nimrod and the City of Aldrich.
- C. **Legal Authority.** This Ordinance is enacted pursuant to Minnesota Statutes §145A.05, Subd. 1; 145A.10, Subd. 7; and 403.07.
- D. **Purpose.** The purpose of this Ordinance is to assure that every primary structure on individual parcels of property in Wadena County is assigned an address that reflects a known location in order to promote the public's health, safety, and general welfare and to assist the provision of emergency services to all persons in Wadena County, regardless of place of residence or location. All owners of primary structures are required to post the assigned address in specific locations in accordance with standards set forth in this Ordinance.

II. DEFINITIONS

Automatic Location Identification (ALI). The process of locating the origin of calls to an Enhanced 911 system by means of a periodically updated database located at the Public Safety Answering Point (PSAP) and maintained by the GIS Coordinator.

E911 Address. A unique number for each primary structure assigned by Wadena County which meets Enhanced 911 and United States Postal requirements.

E911 Road Signs. A unique road name which meets the Enhanced 911 road naming convention.

Emergency Services. Activities including, but not limited to, fire, ambulance and law enforcement services.

Enhanced 911 Service. The use of selective routing, automatic location identification or local location identification as part of local 911 emergency telephone service.

Primary Structure. A structure in which is conducted the principal use of the parcel on which it is located. A primary structure may be used for residential, commercial, industrial, public/semi-public, recreation or other use. The address for the primary structure will serve as the address

for any accessory structures added to that location. A second dwelling site will require an additional address to be generated. Primary structure does not apply to travel trailers that are fully licensed and road ready.

Location. A point on a map which reflects the current Wadena County Enhanced 911 addressing scheme.

Public Agency. Any unit of local government or special purpose district located in whole or in part within this state which provides or has authority to provide firefighting, police, ambulance, medical or other emergency services.

Public Safety Agency. A functional division of a public agency which provides firefighting, police, medical or other emergency services, or a private entity which provides emergency medical or ambulance services.

Public Safety Answering Point (PSAP). A communications facility operated on a 24 hour basis which first receives E911 calls from persons in an E911 service area and which may, as appropriate, directly dispatch public safety services or extend, transfer or relay E911 calls to appropriate public safety agencies.

Road. A public or private way which affords vehicle access to adjacent property whether designated as a drive, easement, street, avenue, highway, boulevard, road or cartway.

III. ADDRESSING REQUIREMENTS

- A. **Owner Responsibility.** Every owner of real property in Wadena County shall assure that the primary structure on the property be assigned an E911 address by the County and that the Public Safety Answering Point shall be provided with all appropriate attribute data for that E911 address.

Every owner of real property containing a primary structure which has been assigned an E911 address shall display the number in a location and manner in accordance with the requirements of the Wadena County E911 Addressing System.

Wadena County shall provide and place the initial address number signs at each E911 address, along with written notification to the landowner of a new E911 property address. The property owner at each E911 address will be charged for the cost of the sign and installation. Once installed, the sign becomes the property and responsibility of the landowner and shall be properly maintained per Wadena County E911 sign policy at the initial location so that the structure may be located easily by emergency personnel. Damaged or removed signs will be replaced by the County at the expense of the property owner.

- B. **Road Naming Rule.** Any road serving more than two structures shall be named and numbered. This shall apply both to public and private roads, fire lanes, alleys, and service roads. All named roads serving more than two dwellings shall bear a street

sign. The dwellings will be addressed off the named road according to the Ordinance in place.

- C. **E911 Address Change.** The GIS Coordinator will notify residents and the United States Postal Service of any address changes. It is the responsibility of the homeowner to contact the United States Postal Service and request a change of address notification.
- D. **Notice of New Construction.** Every owner of real property in Wadena County on which a primary structure is erected or placed shall notify the Wadena County GIS Coordinator, Room 234, 415 Jefferson Street South, Wadena, MN 56482 and shall obtain an E911 address to be displayed as required herein.
- E. **Developer Responsibility.** The Wadena County Board of Commissioners, as advised by the Wadena County Planning Commission, may promulgate reasonable rules to require all plats, planned unit developments (PUDS), Conditional Use Permits (CUPS) and parcel splits requiring a new road to conform to the E911 addressing requirements and road naming conventions.
- F. **Telephone Utility Data.** Each public utility providing telephone service shall provide current customer names, service addresses, and telephone numbers to each Public Safety Answering Point or designated AII service provider within the E911 system and shall update the information periodically as required by Minnesota Statute §403.07, Subd. 3.

Each telephone utility providing telephone service in Wadena County shall require each owner of a locatable structure in Wadena County who applies for new telephone service installation to provide an E911 address to said telephone utility provider. Wadena County shall provide the owner and telephone utility with the E911 address for the location of each new telephone service installation.
- G. **Electric Utility Data.** Each public utility providing electrical service in Wadena County shall require each owner of a primary structure in Wadena County who applies for new electric service installation to provide an E911 address to said electrical utility provider. Wadena County shall provide the owner and electric utility with the E911 address for the location of each new electric service installation.
- H. **Fees.** The Wadena County Board of Commissioners is hereby authorized to assess a reasonable fee to cover the cost of providing an E911 address to the owner of a newly constructed primary structure. The Wadena County Board of Commissioners are also authorized to assess a reasonable fee to property owners for covering the cost of replacing damaged or missing signs and posts.

IV. VIOLATION.

Any person, firm or corporation who shall violate any of the provisions hereof or who shall fail to comply with any of the provisions hereof or who shall make any false statement in any document required to be submitted under the provision hereof, shall be guilty of a petty-misdemeanor and, upon conviction thereof, shall be punished as provided by Minnesota Law. Each day that a violation continues shall constitute a separate offense.

V. EFFECTIVE DATE.

This Ordinance shall be effective upon passage by the County Board and publication according to law.

Enacted this _____ day of _____, 2014, and effective January 1, 2014.

WADENA COUNTY

BY: _____
Board Chair
Wadena County Board of Commissioners

ATTEST: _____
Judy Taves
Wadena County Auditor/Treasurer