

ORDINANCE NO. 2005-10

AN ORDINANCE ESTABLISHING A UNIFORM ADDRESS NUMBERING SYSTEM FOR HOUSES AND STRUCTURES LOCATED WITHIN THE JURISDICTIONAL AREA OF MARTIN COUNTY, INDIANA, AND SETTING FORTH CERTAIN PROCEDURES AND AUTHORITIES FOR THE IMPLEMENTATION OF THE ENHANCED 911 EMERGENCY RESPONSE SYSTEM, AND FOR THE RENUMBERING OF HOUSES AND STRUCTURES NOT IN CONFORMITY WITH THE SYSTEM.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF MARTIN COUNTY, INDIANA.

SECTION 1 - UNIFORM NUMBERING SYSTEM

A plan for the orderly and systematic numbering of houses and structures located within the jurisdictional area of Martin County is hereby enacted (hereinafter "Uniform Numbering System"). Any and all Ordinances previously adopted by the Board of Commissioners regarding the numbering of houses and structures are hereby repealed and superseded by this Ordinance.

SECTION 2 - DEFINITIONS

1. Address Planning Authority- The Martin County Commissioners and the 911 Director shall serve as the coordinating body in Martin County with the responsibility for assigning house and other structure addresses within its jurisdiction. The agency shall coordinate its addressing efforts with the Martin County Sheriff, local Postmasters and large mailers in the county such as utilities, governments, etc.
2. Base Lines- Existing recognizable lines, which divide the county into quadrants or sectors.
3. Block Interval- The hundred number interval is the distance between grid lines, or the point where the next highest block number designation is used.
4. Customer (Addressee) – A family, individual, residence, business, or industry which receives mail at a delivery point.
5. Frontage Interval – The distance in foot frontage along a street, highway, or county road which is used to assign consecutive property numbers, beginning from the nearest grid or base line. The address system used by Martin County assumes a frontage interval of 10.56 feet.
6. Grid Lines – Imaginary lines which identifies a specific distance from and perpendicular or parallel to base lines. These lines are based on the PLSS boundary lines that are established throughout the county. Each grid is 5,280 x 5,280 (one mile square)

7. Lot – A lot is a designated parallel, tract, development, or area of land which either is now being or will be used eventually for construction of a structure.
8. Primary Address Number – The numeric or alphanumeric component of a city-type address which proceeds the street or road name or number.
9. Structure – A residential home, apartment building, business or commercial building, industrial or manufacturing building, or a publicly owned building which fronts onto a public or private street or road.

SECTION 3 – THE ADMINISTRATION OF THE UNIFORM NUMBERING SYSTEM

1. Administrative Office – In the unincorporated areas of Martin County, the responsibility for the issuance of street addresses shall be assigned to the 911 Director. The 911 Director shall issue and keep a permanent record of all issued property addresses within its jurisdiction and share said addresses with local postal authorities, government offices, schools and E-911 personnel. Determination of county road numbers or names and changes to same shall be the sole responsibility of the Martin County Commissioners. The Martin County Commissioners shall have final approval in the naming of streets in platted subdivisions, mobile home parks, commercial or industrial business parks, etc. under its jurisdiction. Local incorporated communities shall have final approval in the naming of roads and subdivision streets located within their corporate boundaries.
2. Advantages – A street numbering system and corresponding property addresses provide individual structures with an exact geographic location in county. City-type street/road addresses are necessary in order to provide a structure with a specific and more accurate identification for efficient mail delivery; to provide an easily identifiable geographic point for the quick dispatch of police, fire and emergency rescue equipment; to provide utility companies with a permanent address record for billing and service calls tied to a specific structure; and to provide ease of location, identification for friends, service vehicles or other individuals trying to locate a specific structure, or a Martin County road.
3. Conformity – From the effective date of this Ordinance, the numbering of all houses and other structures located on lots or parcels of land abutting public or private streets or roads within the jurisdiction area of the Martin County Commissioners shall be accomplished in conformity with the Uniform Numbering System. Each existing house or structure or new house or structure shall have an address number assigned to the house or structure by the County E-911 Coordinator. Each house or structure shall display the officially assigned number in full compliance with the standards of this Ordinance.

SECTION 4 – IMPLEMENTATION OF THE UNIFORM NUMBERING SYSTEM

1. The Grid Coordinate System – Martin County has structured the address numbering system based on two (2) baselines that are established in the southwest corner of the county. This grid uses the PLSS grid (section, township and range) to as the guide that establishes the

addressing. Since the roads are not used to create the grid, the PLSS boundaries are used to create the “grid”. This “grid” is what will keep the addressing consistent throughout the county.

2. Base Lines – The “general” rule shall be one thousand (1,000) addresses per mile, except in areas where the irregular direction of the county roads and highway meander. “ODD” numbers shall be assigned to West and North side of roads “EVEN” numbers shall be assigned to the East and South side of the roads. In many cases, since the roads meander in different directions, these rules may be broken.

Street addresses are to be assigned based on the measurement of the distance from the nearest grid line to the main access way or drive to the structure. All new structures shall always be added/addressed to the street/road where the main access way intersects.

3. County Road Names – County road names have been reviewed by the Martin County Commissioners and Readdressing Committee, and have made changes to any road that currently had an old county road number. Also, several road names were changed/modified to reflect a commonly used road name or to shorten the road name. All address measurements will be taken from the middle of the intersection to calculate the address.
4. Property Numbering Intervals – Addresses are assigned in increasing order from each base line (north and east). In Martin County, one thousand potential property addresses exist for each five thousand two hundred eighty (5,280) feet (one mile) of distance from the baseline.
5. Determining a Property Address – An official street address shall contain no more than five (5) digits with the first digit, or first two (2) digits if the structure is located ten (10) or more miles from the two base lines (north and east), indicating the milepost or distance from the base lines. The second or third digit shall indicate the “block” number, which will change each five hundred twenty-eight linear feet. The last two (2) digits indicate the number of 10.56-foot intervals from the structure to the nearest block or grid line.
6. Requirements for the Posting of Address Numbers- The owner or occupant of a house or structure located within the jurisdictional area of the Martin County Commissioners shall post officially assigned numbers in English, using Arabic (not Roman) numerals at a minimum of four (4) inches in height and made of reflective, durable weatherproof material, of a color that stands out distinctly against its background. The official number shall be placed on the house or business structure where it may easily be seen when approaching the house or business. Three (3) inch lettering shall also be placed on both sides and one (1) inch lettering on the front of a mailbox, if a mailbox is used (sized and positioned according to postal regulations), or on a post by the roadway if the house or structure is not visible from a road or if the house or building is more that one hundred (100) feet from a road. If mailboxes are placed closely side by side in such a way that numbers on the sides of the mailboxes cannot be seen, the numbers need be placed only on the front of each such mailbox, and the individual houses or other structures should be identified using house numbers or approximately placed road posts.

Houses or structures that were numbered prior to the effective date of this Ordinance shall be renumbered if necessary to comply with the Uniform Numbering System and so that numerical harmony throughout an area or areas is achieved. The County E-911 Coordinator shall authorize these changes.

7. Requirements for Obtaining Addresses – In no case shall an individual or business be permitted to assign an address to their property or a structure on that property. Addressing is the sole responsibility of the County E-911 Coordinator and the local incorporated cities and towns in Martin County. The Postal Service shall only recognize addresses issued by these agencies. No public utility shall service a location until an address has been obtained.
8. Incorporated Cities and Towns – The Martin County Commissioners and the County E-911 Coordinator do not have political jurisdiction over the implementation of numbering systems within the incorporated cities and towns in Martin County. Numbering in these communities shall be the responsibility of the local Plan Commission, Town Board or the City Council. However, the Martin County Commissioners may require that city-type addresses be implemented in these communities for purpose of defining structures for E-911 identification. All structures in Martin County shall be required to have city-type property addresses including those incorporated communities. The rural route and box system now in place in some incorporated communities shall be eliminated and city-type addresses shall be assigned to all structures in the communities by December 1, 2005.
9. Notifications of Local Agencies – The County E-911 Coordinator shall provide a uniform system of notification of the issuance of numbers or names and the renumbering of houses and structures. When possible, notification shall be made reasonably ahead of impending changes so as to allow interested groups and agencies to plan and to prepare for the proposed changes. The County E-911 Coordinator shall keep accurate records and shall, from time to time, prepare and make available to the Martin County Commissioners a report of the status of the implementation of the Uniform Numbering System.

SECTION 5 – ENFORCEMENT

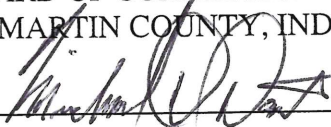
The Board of Commissioners may institute a suit for injunction to restrain any person, firm, or corporation who takes down, alters, defaces, destroys, or conceals any number assigned to or placed upon any building in compliance with this Ordinance, or who places or substitutes or permits to be placed or substituted upon any building an erroneous or improper number not in compliance with this Ordinance. The Board of Commissioners may institute a suit for mandatory injunction directing a person, firm or corporation to correct any violation of the provisions of this Ordinance. If the Board of Commissioners is successful in any such suit, the defendant or respondent shall bear the costs of the action, including reasonable attorney's fees.

SECTION 6 – EFFECTIVE DATE

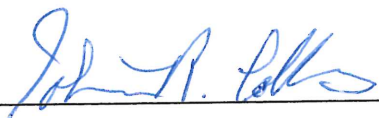
All structures in Martin County shall have their new addresses posted on their structure, mailbox or mailbox post by December 1, 2005. Customers of the Postal Service shall have until December 1, 2005 to communicate their new addresses to all of their mailers.

This Ordinance was hereby read and approved at a meeting of the Martin County Board of Commissioners held on this 16 day of August, 2005.

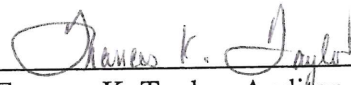
BOARD OF COMMISSIONERS
OF MARTIN COUNTY, INDIANA

By 

By Kevin R. Boyd

By 

ATTEST:


Frances K. Taylor, Auditor