

Mille Lacs County Code of Ordinances
Chapter 2 – Public Safety
Article 5 – Streets

DIVISION 1 RURAL ADDRESSING PROGRAM REQUIREMENTS

SECTION 1 PURPOSE, AND STATUTORY AUTHORIZATION.

To provide a system by which all primary structures located outside of the incorporated limits of municipalities will be assigned an address, and all owners of primary structures are required to post the assigned address in specific locations in accordance with standards set forth in this ordinance. The purpose of this address system is to promote the public health, safety and general welfare and is intended to further the implementation of the Emergency Telephone Services Act, Minnesota Statute(s) §§145A.05; 145A.10 subd.7; and, 403.07.

1.1 Policies

It is hereby the policy of the Mille Lacs County Board that:

- a. The Rural Addressing Ordinance, hereafter referred to as “this Ordinance” shall be used for the naming and numbering of all roads and structures within the unincorporated areas of Mille Lacs County.
- b. All persons, firms, corporations, and other legal entities constructing new structures or locating or relocating mobile homes in unincorporated areas of Mille Lacs County, shall obtain an address notification form or serial number, duly issued by the office of the Mille Lacs County Zoning and Environmental Services.
- c. No utility company operating in Mille Lacs County, shall furnish its utility services to any new structure or manufactured home, including a stick-built residence or manufactured home that is moved from one location to another in an unincorporated area, until it has been issued a valid address by the Zoning and Environmental Services office.

SECTION 2 TITLE

As provided by Minnesota Statutes, the County Board of Mille Lacs County hereby ordains the Mille Lacs County Rural Addressing Ordinance.

SECTION 3 DEFINITIONS

Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted so as to give them the same meaning as they have in common usage and to facilitate the most reasonable application of the Ordinance. In addition, the definitions included in Section 107 of the Mille Lacs Development Code, as amended from time to time are hereby incorporated by reference.

3.1 Address.

The number for each primary structure as assigned by the 911 Coordinator or the person designated by the Zoning Administrator.

3.2 Approved Signpost.

An 8-foot long, 1.12 pound-per-foot galvanized steel, U-channel post or such other signpost as is

approved by the Zoning Department as complying with applicable state and federal regulations, permanently affixed in the ground and used solely to display the address.

3.3 County.

Mille Lacs County, Minnesota.

3.4 County Engineer.

The Registered Professional Engineer employed by the County unless otherwise stated.

3.5 County Surveyor.

The registered professional surveyor employed by the County unless otherwise stated.

3.6 Developer.

Any person proceeding to effect a subdivision, plat, or any other improvement upon land owned by themselves or another, for the purpose of increased residential construction.

3.7 Driveway.

A private road serving a primary structure or a private road serving more than one primary structure.

3.8 Emergency Address Sign.

White 4 inch letters on a blue reflector (Visual Impact Performance (VIP) sheeting), back to back on one 16 inch by 6 inch sign blank, bolted to the Approved Signpost on one end.

3.9 Emergency Services Agency, Public or Private.

Any agency providing police, fire, rescue, or emergency medical services; whose service area boundaries are established by Minnesota Statute or the Commissioner of Public Safety, and which is dispatched through the City of Mankato / Mille Lacs County Joint Services Dispatch Center.

3.10 Emergency Service Area or Zone (ESN).

The area included within the boundaries of a specified area served by a public or private emergency services agency(ies).

3.11 Incorporated Governmental Entity.

The body having authority over subdivision platting and other land division within their extra territorial jurisdiction.

3.12 Master Street Addressing guide (MSAG).

An official listing maintained by the Zoning Office depicting names and address ranges of all roads on the Official County Map.

3.13 Official County Map.

The County map maintained by the County, which depicts all public and private roads, which service more than two residences or businesses.

3.14 Pedestrian Way.

A public right-of-way across or within a block to be used by pedestrians.

3.15 Person.

Any individual, firm, association, syndicate or partnership, corporation, trust, or any other legal entity.

3.16 Planning and Zoning Office.

The department in Mille Lacs County charged with the responsibility of land use administration and comprehensive planning.

3.17 Primary Structure.

A building in which the principal use on the parcel is conducted.

3.18 Right-of-Way.

The land covered by a public road or other land dedicated for public use or for certain private use such as land over which a power line passes.

3.18 Site(s).

Any designated area within a campground, RV Park or resort used for the purpose of permanent or temporary camping.

3.19 Street Name Sign.

The roadway intersection signs giving the identified E-911 name for each road.

3.20 Structure.

Any building, mobile home, residence or physical point (i.e. bridge, telephone booth, tower, etc.), which is addressed for the purpose of location in emergency situations.

3.21 Utilities.

Shall refer to all utility services providers, whether the same be government owned facilities or furnished by private utility companies.

SECTION 4 IMPLEMENTATION

4.1 Administration

The Rural Addressing Ordinance of Mille Lacs County shall be administered by the Mille Lacs County Board of Commissioners through the Zoning and Environmental Services Office and the County Engineer. The Zoning and Environmental Services Office shall be responsible for the administration of this Ordinance

4.2 Official Map.

The County Board shall adopt an Official Road Naming and Numbering Map which documents the assigned names or numbers for all roads within the unincorporated area of the County of Mille Lacs.

Said map shall constitute the Official plan of Road Naming and Numbering. Said map may be divided into townships, subdivisions, or other units each separately identified as a portion of the Official Map.

4.3 Compliance.

a. All persons, firms, corporations, and other legal entities constructing new structures or locating or relocating mobile homes in unincorporated areas of Mille Lacs County, shall obtain a 911 address application form, duly issued by the Mille Lacs County Zoning and Environmental Services Office. Coordinates shall be verified and addresses issued by the 911 Coordinator as part of the Construction Permit issuance process when application is made to locate a new residence or other commercial venture within Mille Lacs County.

b. No utility company operating in Mille Lacs County, shall furnish its utility services to any new structure or manufactured home, including a stick-built residence or manufactured home that is moved from one location to another in an unincorporated area, until it has been issued a valid address by the 911 Coordinator.

c. When a new Subdivision Plat is recorded or whenever a new road is established by other means it shall be the responsibility of the subdivider or individual petitioning to establish the road to provide a sign which conforms to the standards in Section 5 of this ordinance.

d. If any township or other governmental entity chooses to erect road naming or numbering signs, the signs shall comply with the design and placement specifications contained in Sections 5 & 6 of this ordinance. All roads within the township or other governmental entity must be signed.

4.4 Existing Street Names.

Existing subdivisions with interior roadways, names of which are recorded on the original subdivision plat in the Mille Lacs County Land Record Office, are accepted as is unless changed by resolution of the Mille Lacs County Board.

4.5 Fees

Fees to cover items addressed in this Ordinance may be established from time to time by resolution of the County Board.

SECTION 5 MILLE LACS COUNTY EMERGENCY ROAD AND HOUSE SIGN SPECIFICATIONS

The Mille Lacs County Zoning and Environmental Services Department shall update and maintain the official specifications including design, placement and age standards. These specifications shall be available from the Mille Lacs County Zoning and Environmental Services Department upon request.

SECTION 6 ROAD SIGNS

6.1 Road Sign Maintenance.

An Unincorporated or Incorporated Governmental Entity whose addressing is maintained by the County, but chooses to assume responsibility for erecting their own road signs, shall first receive approval from the County Zoning and Environmental Services Department to ensure compliance with this ordinance.

6.2 Road Sign Installation.

The County shall be responsible for the initial placement and installation of signs that are in compliance with this ordinance. Existing road signs may be used, providing the signs are in full compliance with this ordinance and any further standards required by the County, pertaining to placement, age of the sign, visibility, or other requirements. The County shall be responsible for the ongoing maintenance and cost of the signs.

6.3 Road Sign Cost.

The cost of installation for signs on new roads, resulting from a plat or subdivision or from any other new

residential development within any Unincorporated or Incorporated Governmental Entity, shall be the sole responsibility of the Developer requiring the construction of such roads. Road signs on newly constructed township roads or roads taken over by the township are the sole responsibility of the township(s) to furnish and install. All replacement signs outside the boundaries of incorporated cities shall be the responsibility of the County.

SECTION 7 EMERGENCY ADDRESS SIGNS FOR RESIDENTIAL STRUCTURES

7.1 Emergency Address Signs - Installation Compliance.

A Governmental Entity that chooses to assume the responsibility for the installation of Emergency Address Signs shall first receive approval from the County Zoning and Environmental Services Department to ensure compliance with this ordinance.

7.2 Emergency Address Signs - Eligible Structures.

The Mille Lacs County Zoning and Environmental Services Department shall assign Emergency Address Signs to new and previously un-addressed residential structures within the County.

7.3 Emergency Address Signs – Initial Installation and Maintenance Costs

Initial installation of the signs shall be performed by the County and charged to the property owner or applicant. The cost for any additional signs and ongoing maintenance is the responsibility of the property owner. Sign shall be maintained in good condition at all times. The cost of replacement signs and their installation shall be the responsibility of the County. Address applications for new construction or previously un-addressed shall include a fee which covers trip charges for GPS work, assignment of address, and installation of emergency address signs.

7.4 Emergency Address Signs – Costs Assessed for Existing Residential Structures.

The County shall pay for initial costs of installation and placement of the Emergency Address Signs for existing residential structures. These costs shall be the responsibility of the property owner, the amount of which shall be set as a special assessment through resolution by the County Board. This assessment shall be paid in the tax year of which the assessment is filed. On going maintenance is the responsibility of the property owner; however the County shall bear the cost of replacement signs.

SECTION 8 - SEVERABILITY CLAUSE

If any section or portion of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve to invalidate or affect the validity or ability to enforce any other section or provision of this ordinance.

SECTION 9 – COMPLIANCE AND ENFORCEMENT

Any person who violates any of the provisions of this ordinance, or who fails or refuses to comply with the provisions of this ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of \$1000 or by imprisonment for up to 90 days, or both. In addition nothing in this Ordinance limits Mille Lacs County in seeking criminal prosecution under Minnesota Statutes for violations of other statutes, rules or ordinances.