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AN ORDINANCE

AN ORDINANCE TO ESTABLISH A UNIFORM STREET NAMING AND PROPERTY NUMBERING SYSTEM FOR POLK COUNTY; AND TO PROVIDE METHODS FOR IMPLEMENTING SAID SYSTEM AND FOR THE ENFORCEMENT THEREOF.

BE IT ORDAINED BY THE POLK COUNTY BOARD OF COMMISSIONERS:

Section 1. Findings. The Polk County Board of Commissioners has determined that the adequate provision of public services to the residents of the unincorporated portions of Polk County, and to other public bodies, including such services as police, fire, and emergency medical services, requires the establishment of a uniform street naming and numbering system for buildings and property located in the unincorporated portions of the County. The Board of Commissioners further believes that the Ordinance enacted herein will secure the public safety and deliver the aforementioned public services in a more efficient and effective manner.

Section 2. Preamble. There is hereby established a uniform system for street naming and for numbering property and buildings on all public and private roads, streets, and public ways in the unincorporated areas of Polk County. All buildings shall be numbered in accordance with the provisions set forth herein.

Section 3. Street Names.

A. The Polk County Board of Commissioners shall establish and assign names for all streets, roads, and public ways in the unincorporated areas of Polk County. Any two (2) or more houses located upon any road, street, or driveway, other than a public road, shall be deemed to be situated upon a private street for purposes of this Ordinance.

B. No new street name assigned by the Polk County Board of Commissioners shall be a duplicate of or be similar to (either phonetically or by spelling) any existing street name in the unincorporated areas of Polk County.

C. Existing duplicate street names shall be changed only as necessary to ensure the effectiveness and efficiency of the Enhanced 911 System in Polk County, as determined in the judgement of the County Commissioners.

Section 4. Numbering.

A. The uniform system of numbering properties and principle buildings set forth in the (here insert the digital method) is hereby adopted and made a part of this Ordinance.

B. All numbers for property shall be assigned in a manner mutually agreed upon by Polk County and the (here insert the digital system).

C. Each house, building, or other occupied structure shall be assigned a separate number. A number or alphabetical letter shall be assigned for each separate occupant (i.e. apartment, company, etc.) within a building or other occupied structure.

D. Existing numbers shall be changed only as necessary to ensure the effectiveness and efficiency of the Enhanced 911 System in Polk County, as determined in the judgement of the County Board of Commissioners.

E. The Polk County Board of Commissioners, through the Polk County Planning Commission, shall submit to the addressing information center at the appropriate post office, copies of all road names and house numbers which shall have the uniform numbering system detailed thereon.

F. Written notification of the property address of each house, building, or structure shall be given to its owner, occupant, or agent in all instances where a new number has been assigned under the terms of this Ordinance.

Section 5. Placement of Numbers.

A. Except as set forth in Sections 6 and 7 herein, the owner, occupant, or agent of each house, building, or other structure assigned a number under the uniform numbering system provided in this Ordinance shall place or cause to be placed such number on the house, building, or other structure within twenty-one (21) days after receiving notification of the property number assignment.

B. Cost and installation of the numbers shall be paid for by the property owner or the occupant. Residential numbers shall not be less than three (3) inches in height. Business numbers shall not be less than four (4) inches in height. All numbers shall be made of durable, clearly visible material and shall contrast with the color of the house, building, or other structure.

C. All numbers shall be conspicuously placed immediately above, on, or at the side of the appropriate door so that the number is clearly visible from the street. In cases where the building is situated more than fifty (50) feet from the street, the building number shall be placed near the walk, driveway, or common entrance to the building, or upon the mailbox, gatepost, fence, or other appropriate place so as to be clearly visible from the street.

Section 6. Administration and Implementation.

A. No building permit shall be issued for any house, building, or other structure to be erected, repaired, altered, or modified in the unincorporated areas of Polk County after the effective date of this Ordinance until the owner has obtained an assigned number from the Building Inspection Department.

B. It shall be the duty of the owner to attach the assigned number to said house, building, or other structure as provided for herein.

C. Final approval of any house, building, or other structure erected, repaired, altered, or modified after the effective date of this Ordinance shall be withheld by the Building Inspection Department until permanent and proper numbers have been attached to said structure.

Section 7. Existing Structures. The Polk County Board of Commissioners shall encourage owners of existing structures to post the assigned numbers to their structure in accordance herewith within six (6) months from the effective date of this Ordinance. Community clubs and local fire districts shall be encouraged to assist in the implementation.

Section 8. Effective Date. This Ordinance shall take effect upon the date of its adoption.


Adopted this 9th day of March, 1995.

Polk County Board of Commissioners



Tim McCormack, Chairman

ATTEST:



Pam Thomas
Clerk to the Board

AN ORDINANCE TO AUTHORIZE THE POLK COUNTY BUILDING INSPECTOR TO ERECT STREET NAME SIGNS ON ALL FEDERAL, STATE, COUNTY, PUBLIC AND PRIVATE ROADS IN THE UNINCORPORATED AREAS OF POLK COUNTY WITHIN TWO YEARS FROM THE EFFECTIVE DATE HEREOF.

BE IT ORDAINED BY THE POLK COUNTY BOARD OF COMMISSIONERS:

Section 1. Findings. In order to promote the health, safety, welfare, and convenience of the citizens of Polk County, and to aid ~~the efficient and timely arrival of emergency services in response~~ to calls for assistance, the Polk County Board of Commissioners finds it necessary and appropriate to develop a program to erect street name signs on all roads in the unincorporated areas of Polk County.

Section 2. The Polk County Building Inspector is hereby authorized and directed to begin the systematic erection of street name signs on all Federal, State, County, public and private roads in the unincorporated areas of Polk County. The erection of such street name signs shall be completed within two (2) years from the effective date of this Ordinance.

Section 3. Effective Date. This Ordinance shall take effect upon the date of its adoption.


Adopted this 9th day of March, 1995.

Polk County Board of Commissioners



 Tim McCormack, Chairman

ATTEST:



 Pam Thomas
 Clerk to the Board