

TITLE II – TRANSPORTATION

CHAPTER 13

UNIFORM RURAL ADDRESS SYSTEM

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13.01 DEFINITIONS

For use in this chapter, the following terms or words are interpreted or defined as follows:

1. “Subdivision” means the division of a tract of land into separate lots or parcels for the purpose of transfer of ownership or building development.
2. “Building” means a roofed and/or walled structure built for permanent use.
3. “Base Map” means the map used by the agency coordinating the uniformed rural address system in the County. Such a map shall indicate all addresses in the county subject to the provisions of this chapter.
4. “Engineer” means the Warren County Engineer.
5. “Zoning Director” means the Warren County Zoning Director
6. “E911 Director” means the Warren County E911 Director
7. “The Board” means the Warren County E911 Joint Service Board

13.02 ESTABLISHMENT

The E911 Joint Service Board shall establish the type of uniform rural address system to be used in the county.

13.03 EXTENT OF SYSTEM.

The uniform rural address system shall extend over the entire unincorporated areas of the County, except for those areas already using the system of a nearby-incorporated area. Unincorporated areas using an address system not attached to an incorporated area shall be subject to the provisions of this chapter. 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.

13.04 IMPLEMENTATION OF SYSTEM

The Board shall direct the E911 Director to:

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. Assignments in street names and residential addresses will be in accordance with the system selected by the Board.
4. Purchase sign assembly materials.
5. Develop, print and distribute rural reference maps for rural emergency providers, dispatchers, all county offices, emergency vehicles, the U.S. Post Office and the general public.
6. Notify post offices, rural emergency providers, dispatchers, emergency vehicles, all county offices, and all providers and offices located in adjacent counties whereby such districts overlap into the county of the effective date of the system and address assignments.
7. Send notification to residents of addresses assigned. Such notification shall state:
  - A. The date the address will take effect
8. Distribute the markers.
9. Distribute the emergency 911 house numbers

13.05 STREET SIGNS.

The Engineer shall supervise the installation of road identification markers at each road intersection in the county whereby the provisions of this chapter apply.

13.06 EMERGENCY 911 HOUSE NUMBERS

The Board shall cause to have installed, signs for every person owning, controlling, occupying or using any house, store, storeroom or building situated on premises fronting on such premises indicating the assigned number. The provisions of this chapter shall not apply to accessory building but may apply to such building located on a separate unit of frontage if requested by the owner or proprietor.

13.07 NEW STRUCTURES

Every person erecting a building as set forth under the provision of Section 13.06 of this chapter, must apply, in writing for an E911 house number assignment. The Warren County Zoning Director or his/her designee will start all applications for 911 addresses. New addresses will be assigned only to the owner of said property and only after the appropriate highway department has approved the safety of the proposed driveway location. After the E911 administration office has received the appropriate approvals, an address will be assigned, by the E911 Administration office, within seven (7) working days.

13.08 MAINTENANCE OF SYSTEM

The E911 Director shall be responsible for the continued maintenance of the uniform rural address system in the county. These duties shall include assignment of all new street names, all new addresses, providing markers for new addresses, installing replacement markers, updating maps, issuing new maps as necessary, but not more than on an annual basis to the agencies and persons provided for in Section 13.04(5), making periodic checks of the rural areas of the county to insure that the provisions of this chapter are being complied with, and any other duties necessary to insure the continued maintenance of the uniform rural address system of the county. In conjunction with the Warren County Engineer, replace street markers as needed. A fee for persons needing replacement emergency 911 house markers shall pay replacement cost of said markers, to the Board.

13.09 SPECIAL ACCOUNT; USE OF ACCOUNT

All fees and other moneys available or paid to the Board under the provision of this chapter shall be placed in E911 service fund in accordance with Iowa Code Chapter 34. This fund shall be available to the Board of Supervisors by appropriation and shall be expended for the administration and enforcement of this chapter and for any other expenses incurred by the County directly or indirectly due to the provisions set forth in this chapter. Any unencumbered and any unexpended balance of this account remaining at the end of any fiscal year shall not lapse but shall be carried forward for the purposes of this chapter until expended in accordance with Iowa Code Chapter 34. This fund shall be available to the E911 Joint Service Board and shall be expended for the administration and enforcement of this chapter and for any other expenses incurred by the county directly or indirectly due to the provisions set forth in this chapter. All expenditures must be made in accordance to Iowa Code Chapter 34. Any unencumbered and any unexpended balance of this account remaining at the end of any fiscal year shall not lapse but shall be carried forward for the purposes of this chapter until expended in accordance to Iowa Code chapter 34.

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