

## SUB-ANALYSIS

	Title	Page
<b>CHAPTER 15</b>	<b>PRIMARY STRUCTURE ADDRESS SYSTEM</b>	<b>716</b>
Section 15.01	Purpose . . . . .	716
15.02	Definitions . . . . .	716
15.03	Uniform Address System . . . . .	717
15.04	Uniform Addressing System Implementation . . . . .	718
15.05	Administration . . . . .	718
15.06-15.98	Reserved	
15.99	Violation a Petty Misdemeanor . . . . .	729

CHAPTER 15  
PRIMARY STRUCTURE ADDRESS SYSTEM

**SECTION 15.01. PURPOSE.** To provide a system by which all primary structures located within the City will be assigned an address, and by which all owners of primary structures located within the City are required to post the assigned address in specified locations in accordance with standards set forth in this Chapter. The purpose of this addressing system is to promote the public's health, safety and general welfare, and is intended to further the implementation of the Emergency Telephone Services Act of the State of Minnesota.

**SEC. 15.02. DEFINITIONS.** The following terms, as used in this Chapter, shall have the following meanings:

**Subd. 1. "Uniform Addressing System"** means that Section of this Chapter which governs the assignment, display and placement of address numbers by the owners and occupants of every primary structure which is located within the City.

**Subd. 2. "Uniform Addressing Plan"** means the plan established and adopted by the Council governing the establishment and assignment of addresses for primary structures located within the City.

**Subd. 3. "Address"** means the number for each primary structure as assigned by the City Engineering Department pursuant to the Uniform Addressing Plan.

**Subd. 4. "Signpost"** means a post permanently affixed in the ground used solely for display of the address in those areas not commonly given a street address.

**Subd. 5. "Primary Structure"** means a building in which is conducted the principal use of the lot or parcel on which it is located. A primary structure may be used for residential, commercial, industrial, public, semi-public, recreation or other use.

**Subd. 6. "Driveway"** means a private road not serving more than two primary structures.

**Subd. 7. "Road"** means a public or private way which affords primary means of access by vehicles to adjacent property, whether designed as a driveway, easement, street, avenue, highway, road, boulevard, cartway or otherwise designated.

**Subd. 8. "Street Address"** means any address containing a combination of a primary structure number and a street or avenue number or name used to locate a primary structure.

**SEC. 15.03. UNIFORM ADDRESS SYSTEM.**

**Subd. 1.** Each primary structure located within the City, but outside of those areas which have a street address, shall be assigned a sole address number as designated by the Uniform Addressing Plan. The Uniform Addressing Plan shall be kept on file with the City Engineering Department and that office shall be responsible for assigning the address numbers.

**Subd. 2.** All owners of primary structures which do not have a street address shall establish and display their assigned number in conformity with the following standards:

**A.** All owners of primary structures which are located further than fifty feet (50') from the edge of the driving surface of the nearest road, or which are not clearly visible year-round from the road because of vegetation, snow conditions, terrain or other obstacles shall display their address number on a signpost. The signpost shall conform with the following standards:

1. The post shall be located within ten feet (10') of the driveway and at a location which is clearly visible year-round from the road. The post must be placed in a location which is at least ten feet (10') from the edge of the road surface and not farther from the road than the end of the right-of-way.

2. On the signpost must be placed a sign measuring six inches high by ten inches wide (6" h x 10" w) which contains the assigned address number horizontally. The sign shall be placed parallel to the road. The bottom of the sign shall be placed at a height which is no less than four feet (4') above the level of the road surface. The sign shall contain white numbers not less than four inches (4") tall on a red background. The sign shall contain reflective material.

**B.** All owners of primary structures which are located less than fifty feet (50') from the nearest road and which are clearly visible year-round from the road or which are located on a driveway containing two or more primary structures must erect and maintain their assigned address numbers on the outside of the primary structure. The address numbers must be located on a primary structure surface facing the nearest road if the primary structure is less than fifty feet (50') from the edge of the road surface, or a primary structure surface facing the nearest driveway if the primary structure is located on a driveway containing two or more primary structures. The address numbers on said primary structures shall be no smaller

than four inches (4") tall and shall be coated with reflective material. The address numbers shall present a strong contrast with the background color of the primary structure.

C. The occupant of the primary structure shall be responsible for keeping its address numbers clear of snow, dirt, debris or other obstruction.

**SEC. 15.04. UNIFORM ADDRESSING SYSTEM IMPLEMENTATION.**

**Subd. 1.** All owners of primary structures required to implement this plan shall comply with this Chapter by January 1, 1989.

**Subd. 2.** Each primary structure owner shall be responsible for posting, replacing and maintaining in good repair the addresses, address signs and signposts as required by this Chapter.

**SEC. 15.05. ADMINISTRATION.**

**Subd. 1.** The interpretation of the provisions contained in this Chapter shall be directed to, and made by, the City Engineering Department, and said office shall have the exclusive power to order variances from the terms of this Chapter, including restrictions placed on non-conformities. However, variances shall be permitted only when they are in harmony with the general purposes and intent of this Chapter, and in cases where there are practical difficulties or particular hardship in carrying out the strict letter of this Chapter. All decisions of the City Engineering Department, in granting variances or in hearing appeals from any such decisions shall be final, except that they may be aggrieved to the Council within thirty (30) days after receipt of the decision by the owner from the City Engineering Department.

**Subd. 2.** All City licenses, applications and permits may be withheld from the owner or occupant of a primary structure if the address of the primary structure is not placed or maintained in conformance with the provisions of this Chapter.

Source: Ordinance No. 162, 2nd Series  
Effective Date: 7-12-88

(Sections 15.06 through 15.98, inclusive, reserved for future expansion.)

(Pages 719 through 728 reserved)

**SEC. 15.99. VIOLATION A PETTY MISDEMEANOR.** Every person violates a section, subdivision, paragraph or provision of this Chapter when he/she performs an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished by a fine not to exceed \$100.00, except as otherwise stated in specific provisions hereof.

Source: Ordinance No. 162, 2nd Series  
Effective Date: 7-12-88