

# MONONA COUNTY IOWA

Ordinance Number 7

MONONA CO., IOWA

An ordinance establishing the uniform rural address system of Monona County Iowa

**7.1 TITLE:** This ordinance shall be known and may be cited and referred to as the "Uniform Rural Address System" of Monona County, Iowa.

**7.2 DEFINITIONS:** For the purpose of this Ordinance, the following terms and words are hereby defined.

1. Words used in the present tense shall include the future, the singular number shall include the plural, and the plural includes the singular. The word "shall" and "will" are mandatory, the word "may" is permissive.
2. **BOARD:** The Board of Supervisors of Monona County, Iowa.
3. **BUILDING SITE:** Any plot of ground used or intended for supporting or sheltering any commercial use, industrial use or for residential occupancy. Public use areas with phones (i.e. parks with pay phones)
4. **COUNTY:** Monona County, Iowa.
5. **COUNTY ENGINEER:** The County Engineer of Monona County, Iowa.
6. **COUNTY RECORDER:** The County Recorder of Monona County, Iowa.
7. **ZONING ADMINISTRATOR:** The Zoning Administrator of Monona County, Iowa.
8. **MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES:** The manual for traffic control devices for street and highways as approved by the Iowa Department of Transportation including revisions adopted in accordance with Title 23 of the U.S. Code.
9. **PERSON:** Any individual, firm, association or other entity, corporation, unincorporated association or other entity.
10. **E-911 BOARD** - Board of E-911 Directors for Monona County.
11. **PRIVATE EASEMENT ROAD:** A private easement road on private property which provides access to more than one (1) building site. These roadways are not recognized as private roads, nor as public roads by the State of Iowa and the County and are, therefore, not maintained as such.
12. **PRIVATE ROAD (Opened to Public):** A roadway officially recognized by the County as an access for vehicles from public roads to a private driveway leading to a building site. Generally these roadways were established through the platting of a subdivision. These roadways are not recognized as public roads by definition of the State of Iowa and the

FILE NO.

BOOK 33

PAGE 113

DATE 5-10-95 TIME 11:50pm

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County and are, therefore, not maintained as such, but are open to public access.

13. **PUBLIC ROAD:** All land between the right-of-way lines perpetually dedicated to the County, State, or Federal government as an access for vehicles. The term does not include public or private easements on private property where the roadway has not been dedicated to a jurisdiction or the jurisdiction has not been accepted ownership. These roadways are recognized by the State of Iowa and the County as public roadways and are maintained by the appropriate jurisdiction.
14. **ROAD DESIGNATION:** For the purpose of this Ordinance, the following road designations are hereby defined.
  - A. **STATE OR COUNTY ROADS:**

A roadway that can run either North-South or East-West. These roads are designated State or County routes. (Example - Co. Hwy L-12 or St. Hwy 175)
  - B. **AVENUE:**

A roadway that runs North-South and is named after a tree. Trees beginning with A on the West side of the County and going to the East County line with a W. (Example - Aspen Avenue)
  - C. **STREET:**

A roadway that runs East and West in direction. Streets have a numerical designation preceding the word street. Street number 100 is on the North County line and proceeds South. Each mile adding 10. (Example - One mile south of the County line would be 110th St)
  - D. **LANE:**

A roadway that is a dead end and only one location in the County. (Example - Poplar Lane)
  - E. **LOOP:**

A roadway that does not necessarily run North-South or East-West. "Loops" are roadways that have a point of origin and termination on the same roadway. (Example - Dogwood Loop)
  - F. Names of some roadways may carry an existing designation of Street, Lane or Road. While these designations may not meet the categories denoted above, in as much as they generally have been named through a prior official process, they will be allowed to maintain that designation.
15. **ROAD MARKER:** The street name sign, along with the required hardware and post are in compliance with the Manual of Uniform Traffic Control Devices, Section 2D-39.
16. **RURAL ADDRESS MAP:** The maps used to coordinate the uniform rural address system in Monona County, Iowa. Such terminology shall include maps utilized to indicate all addresses as they are assigned and the maps utilized to indicate the official roadway names in Monona County, Iowa.

17. **SUBDIVISION:** The division of a tract of land into separate lots or parcels for the purpose of transfer of ownership or building site development.

7.3 **EXTENT OF SYSTEM:** The uniform rural address system shall extend over the entire unincorporated areas of Monona County, Iowa.

7.4 **RURAL ADDRESS MAP(S):** The uniform rural address system to be used in the County, shall be as is shown on the maps which are titled "Rural Address Maps" and which together with all explanatory matter thereon, shall be adopted by resolution by the Board as the official address map(s). No changes of any nature shall be made to the Rural Address Maps except in conformity with the procedures set forth in this Ordinance. No other building site numbers shall be used or displayed in the county. Updates to show addresses assigned to new building sites and to include new roadway names shall be deemed acceptable changes to the Rural Address Maps. Updates to include new roadway names shall require approval through adoption of a resolution of the Board. The Rural Address Maps shall be kept on file with the E-911 Board.

7.5 **ADDRESS SYSTEM:** For the purpose of this ordinance, the following procedure established the development of the uniform rural address system for the County.

A. On Rural Address Maps, only public roads are named.

B. Some existing County and State roads will retain present designation. The designation of ST. HWY or CO. HWY shall proceed the present designation.

C. **AVENUES** are roadways that run north and south and are named after trees. Beginning with "A" on the West County line and going to "W" on the East County line.

D. **STREETS** are roadways that run East and West beginning with 100 on the North and enlarging by 10 per mile to the south.

E. **LOOPS** shall have the same prefix as the roadway of origin and termination.

F. Two (2) whole numbers are available for approximately every ten point fifty six (10.56) feet of ground along the center of the roadway. Numbering shall begin at ten thousand (10,000) in the North and West corner of the County and proceed East and/or South at the rate of one thousand (1,000) per mile.

G. One thousand (1,000) numbers shall be allowed for each mile section. Said numbers shall be divided as one hundred (100) numbers per block. Ten (10) numbers per block per section shall be evenly distributed to each side of the road. The West and North side of roadways shall have even numbers and the East and South side of roadways shall have odd numbers.

H. The building number assignments will be assigned by noting the point where a perpendicular line running from the center of the driveway intersects the private easement road, private

road or public road. The roadway must be the one where the driveway provides access to the building. The intent is to have sequential addresses along private easement roads, private roads or public roads.

- I. Existing subdivisions with roadways, names of which are recorded on the original subdivision plat in the Office of County Recorder, and with an established approved building site numbering system as of the adoption date of this Ordinance, are accepted as is. These subdivisions are encouraged to adopt the County Rural Address System, as described in this chapter. A numbering system utilizing a lot number as a building number does not qualify as an approved established building site numbering system. All other existing subdivisions are required to comply with this Chapter and the Rural Address Map.
- J. The proposed name of all new roadways shall be shown on the preliminary plat of a proposed subdivision. Such roadway names shall be sufficiently different in sound and in spelling from other roadway names in the County so as not to cause confusion. These names shall fit the Uniform Rural Address System. The Board reserves the right to alter or change the proposed name of any roadway at any time prior to the approval of the final plat of the subdivision.
- K. Present private roads and private easement roads with more than one building site (house) are encouraged to apply for a name for all roads from the public road to the building site(s). The name of the road will have to fit into present road name sequence. Cost of signing will be paid by those petitioning to name the road.

#### **7.6 BUILDING SITE NUMBERS**

- A. All present building sites will be given a number upon adoption of this ordinance.
- B. Anyone, building or improving a site shall be given a building site number upon being issued a building permit. If a building permit is not required for that location, then the person(s) improving the said building site shall apply to the Zoning Administrator for a building site number. The Zoning Administrator shall within fourteen (14) working days of receiving the request, assign a number to such building site.
- C. All costs incurred in the procurement and placement of a new building site number marker shall be the responsibility of the property owner, proprietor or occupant of the building.

#### **7.7 MAINTENANCE OF UNIFORM RURAL ADDRESS SYSTEM**

- A. The County Engineer and the E-911 Board shall be responsible for the maintenance of the uniform rural address system in the County. The E-911 Boards duties shall include: (1) the assignment of all new addresses, (2) updating the Rural Address Maps carrying each individual address assignment and (3) other duties necessary to insure the effectiveness of the system. The County Engineer is responsible for the repair,

replacement and maintenance of the road markers as required by this Ordinance.

**B. ROAD NAME CHANGE:** The name of any roadway appearing on the Rural Address Maps may be changed only if the following procedure is followed.

1. A petition signed by not less than seventy-five (75) percent of the property owners or land contract purchasers fronting on the roadways is filed with the Board.
2. The name does not duplicate in sound or spelling any existing roadway name in the county.
3. The name is in alphabetical or numerical sequence with the addressing system established by this Chapter.
4. All costs of changing a roadway name and replacing road marker as a result of such change shall be borne by the petitioners who shall, at the time the request is submitted, submit an amount deemed sufficient to cover said costs. This money shall be refunded if the petition is denied.
5. The Board may propose amendments to the Rural Address Maps as is necessary to correct errors and/or omissions and shall have the authority to waive the requirements set forth.

#### 7.8 VIOLATIONS AND PENALTIES

Any person violating any of the provisions contained in this Ordinance shall be deemed guilty of a County infraction.

A. A County infraction is a civil offense punishable in the following schedule of Civil penalties.

- |                                       |          |
|---------------------------------------|----------|
| 1. First Offense                      | \$ 50.00 |
| 2. Second Offense                     | \$100.00 |
| 3. Third and Subsequent<br>Offense(s) | \$200.00 |

B. Each and every day that the violation is permitted to exist after notification, shall constitute a separate offense.

C. Each separate provision of this Ordinance violated, shall constitute a separate offense.

D. Enforcement of a County infraction shall be pursuant to Section 331.307, Code of Iowa.

E. Seeking a civil penalty does not preclude seeking alternative relief from the court in the same action, including, but not limited to an order for abatement or cessation of the violation.

F. Nothing herein contained shall prevent the county from taking such other lawful action as necessary to prevent or remedy any violation.

**7.9 REPEAL OF CONFLICTING ORDINANCES:** All other ordinances and arts of ordinances in conflict with the provisions of this Ordinance, are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**7.10 SEVERABILITY:** That should any section or provision of this Ordinance be declared by a Court of Competent Jurisdiction to be invalid, that decision shall not effect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

**7.11 EFFECTIVE DATE:** This Ordinance shall be in full force and in effect from and after its passage, approval and publication as provided by law.

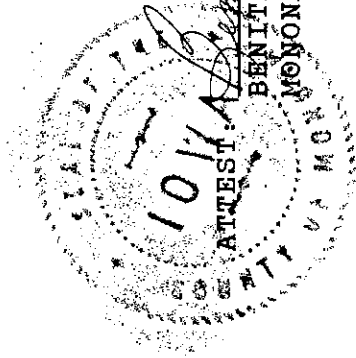
Passed by the Monona County Board of Supervisors the 9<sup>th</sup> day of MAY, 1995, and approved this 9<sup>th</sup> day of MAY, 1995.

MONONA COUNTY BOARD OF SUPERVISORS

Wilbur Mann  
WILBUR MANN, CHAIRMAN

Larry D. Duval  
LARRY D. DUVAL

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MONONA COUNTY AUDITOR