

Ord. Book # 3

Rita M. Spencer Clerk
Time: 10:10 AM

SEP 03 2013

BY: *Rita M. Spencer*
Pendleton County

COMMONWEALTH OF KENTUCKY
COUNTY OF PENDLETON
THE PENDLETON COUNTY FISCAL COURT

ORDINANCE NO. 330.7

An Ordinance of and by the Pendleton County Fiscal Court whereby the Fiscal Court is reestablishing procedures that will set out guidelines for a resident of Pendleton County to obtain an E 911 address.

Whereas, on or about February of 2001, procedures were established that would allow the citizens of Pendleton County to obtain an E 911 address, and

Whereas, it has been determined by the Fiscal Court that there are some changes that need to be made to the aforementioned procedures, and

Whereas, these changes are due in large part to changes in the addressing process, mapping changes and other updates that must be made.

Now therefore be it resolved that, all previous procedures dealing with obtaining E 911 addresses will be replaced by the following:

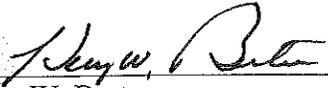
1. The head of household or other responsible occupant must contact the Pendleton County Planning and Zoning Office at (859) 654-1108.
2. When the Planning and Zoning Office ensures all their requirements have been met, the address request will be sent to the Pendleton County Addressing Office (859-654-6927). Once the Addressing Office has been notified, the approximate location of the residence and/or business will be obtained from the occupant. Any identifying structures or landmarks, which may help locate the structure or property requiring an address, will be helpful.
3. Request for an address will generally be handled within five (5) working days, weather permitting.
4. Structures that can be located by verbal description on the address maps may be addressed over the phone.
5. If a structure cannot be identified by telephone description, the addressing agent will drive to the location and measure for accurate addressing. Addresses will be assigned using 1000 numbers per road mile, with even numbers on the right side and odd numbers on the left side as numbers. The numbers increase from the beginning point of the road.
6. Two or less residents or dwellings that are established on a single drive will be addressed along the main road. Should any more than 2 residents or dwellings exist on a single drive, such drive must be named and addressed along this newly named drive, street or road. At any time a third dwelling or residence is established along a drive that previously exists, such drive, street or road shall be named and addressed accordingly.

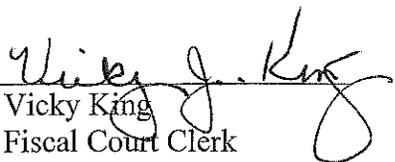
7. Once an address has been assigned, the Addressing Office will supply the applicant with sufficient copies of the address notification form necessary to present to the utility companies and the United States Postal Service,
8. It will not be necessary for the resident to notify the Post Office or Cincinnati Bell Telephone. The Addressing Office will do these notifications.

This Ordinance shall take effect and be in full force when passed, published and recorded according to law.

GIVEN FIRST READING AND ORDERED PUBLISHED BY THE PENDLETON COUNTY FISCAL COURT ON THIS THE 13 DAY OF AUGUST 2013.

APPROVED BY THE PENDLETON COUNTY FISCAL COURT AND ORDERED RECORDED ON THIS 27 DAY OF AUGUST 2013.


Henry W. Bertram
Pendleton County Judge/Executive

Attest: 
Vicky King
Fiscal Court Clerk

First Reading: August 13, 2013
Second Reading: August 27, 2013
Passage: August 27, 2013
Publication: September 3, 2013