

ORDINANCE # 201802001

**BEFORE THE BOARD OF SUPERVISORS OF LAMAR COUNTY
AN ORDER TO ADOPT THE
ORDINANCE FOR IMPLEMENTATION AND MAINTENANCE OF
STRUCTURE ADDRESSING, MARKING OF STRUCTURES, ROAD
NAMING AND ROAD SIGNAGE FOR THE LAMAR COUNTY
ENHANCED 9-1-1 EMERGENCY RESPONSE SYSTEM**

ORDER

SECTION 1: NEW STRUCTURES AND MOBILE HOMES

- A. All Persons, Firms, Corporations, and other legal entities constructing new structures or locating or relocating mobile homes in Lamar County, Mississippi, shall from and after this date obtain an address notification form, duly issued by the Lamar County E-9-1-1 Addressing Authority.
- B. No Utility Company, which is Public or Private, operating in Lamar County, Mississippi, shall furnish its utility services to any New Structure or Mobile Home, including a Mobile Home that is moved from one location to another, until it has been furnished with information contained on the E-9-1-1 Address Notification Form issued by the Authorities, as set out herein below. A "New Structure" is defined as a House, Apartment Building, Tower, or Commercial Building newly constructed, being occupied or used by the applicant for the first time and that will require an installation visit to obtain service.
- C. A Flood/Development Permit shall not be issued by the Governing Authorities of Lamar County, Mississippi, unless an assigned Street Name and House Number with a copy of the E-9-1-1 Serial Number has been issued by the Lamar County, Mississippi, E-9-1-1 Addressing Office.
- D. Applicants shall apply for the E-9-1-1 Address Notification form at the Lamar County E-9-1-1 Addressing Office. Each applicant shall show the location of the driveway to the personnel on the Lamar County Digital Map.
- E. Upon requesting an E-9-1-1 Address Notification form, the Lamar County E-9-1-1 Addressing Office shall assign a Street Name and House Number to the Structure in a timely manner. Assuming all regulations are met, addresses will be issued within one (1) business day. The form will then be given to the Flood/Development Permit Authorities of Lamar County for issuance of the Flood/Development Permit. The Lamar County E-9-1-1 Addressing Office shall keep a digital record of all E-9-1-1 Serial Numbers and Addresses Assigned.
- F. A New Address may not be issued in a timely manner for the following:
- Applicant not following the Addressing procedure promptly.
 - Addressing employees unable to work due to emergencies.
 - Creation of a new Subdivision without prior approval.
 - Non-Compliance with the Zoning Ordinance or other regulations
 - Non-Compliance with the Site Plan Ordinance for new structures that consist of the following: Commercial buildings, Multi-Family Dwellings, Mobile Home Parks, Church's, Towers, or Schools.

SECTION 2: EXISTING STRUCTURES AND MOBILE HOMES

- A. All Persons, Firms, Corporations, and other Legal Entities Locating or Relocating in an Existing Structure or Mobile Home in Lamar County, Mississippi, shall from

and after this date obtain a Lamar County E-9-1-1 Address Notification Form, duly issued by the Lamar County E-9-1-1 Addressing Authority.

- B. No Utility Company, which is Public or Private, operating in Lamar County, Mississippi, shall furnish or change its utility services to any Existing Structure or Mobile Home, until the New Occupant(s) furnish them with the information contained on the Lamar County E-9-1-1 Address Notification Form issued by the Lamar County E-9-1-1 Addressing Office Authority as set out in Section 1. An "Existing Structure" is defined as a House, Apartment, Mobile Home, Tower, or Commercial Building that has been occupied before and that may have been addressed.
- C. Applicants shall apply for the Lamar County E-9-1-1 Address Notification form with the Lamar County E-9-1-1 Addressing Office. The Lamar County E-9-1-1 Addressing Office will furnish the Applicant with Sufficient Copies to present to the Utility Companies.
- D. Upon the filing of the Lamar County E-9-1-1 Address Notification form, the Lamar County E-9-1-1 Addressing Office will assign a Street Name and a House Number for the Structure. The Lamar County E-9-1-1 Addressing Office shall keep a digital record of all E-9-1-1 Serial Numbers and Addresses Assigned.

SECTION 3: ADDRESSING PROCEDURES

Step 1: Addressing Structures (General)

- A. The Lamar County E-9-1-1 Addressing Procedures for addressing structures in Lamar County, Mississippi, was implemented by the Lamar County Board of Supervisors to have Systematic Addressing for the location of residents in an Emergency Response situation. Any Structure or Road in Lamar County, Mississippi, whether it is private or county, which is not in compliance with the following procedures, must be corrected promptly and accurately.
- B. If the Addresses are in sequential numbering system and the Addresses are correct in the digital structure point file, they shall be kept the same.

Step 2: Determination of the Start of Road

- A. If the Street/Road runs West to East, the Low Range will start at the West end of the Street/Road and the High Range will end at the East end.
- B. If the Street/Road runs South to North, the Low Range will start at the South end of the Street/Road and the High Range will end at the North end.
- C. If the Street/Road is a Dead End, the Low Range will start at the beginning of the Street/Road and the High Range will end at the Dead End.

Step 3: Measuring and Assignment of Addresses

- A. If the Street/Road runs West to East, the Low Range will start at the West end of the Street/Road and the High Range will end at the East end.
- B. If the Street/Road runs South to North, the Low Range will start at the South end of the Street/Road and the High Range will end at the North end.
- C. If the Street/Road is a Dead End, the Low Range will start at the beginning of the Street/Road and the High Range will end at the Dead End.
- D. The Street/Road is to be measured in its entirety with the recording of the distance of the center of each driveway from the predetermined Start of the Road.
- E. There are Two Hundred (200) potential addresses in One (1) Mile. One Hundred (100) on the Left hand side and One Hundred (100) on the Right hand side. There are Five Thousand Two Hundred and Eighty Feet (5280) within a mile. In order to accurately determine the Two Hundred (200) potential addresses in One (1) Mile, the formula to be used is as follows: Footage divided by twenty-six point four (26.4) equals the E-9-1-1 Address or House Number.

- F. From the previously determined Start of the Street/Road, the Residences on the Left hand side of the Street/Road will have Odd-Numbered Addresses or House Numbers and the Residences on the Right hand side of the Street/Road will have Even-Numbered Addresses or House Numbers.
- G. These Addresses are determined not by which Street/Road the House or Structure faces, but the access point to the House or Structure known as the driveway.
- H. Numbering Range on a Street/Road starts at One (1) in most cases and ends with an even number.
- I. If it has been brought to the attention of the Lamar County E-9-1-1 Addressing Authority that the addressing on a road is not in compliance to these procedures, said Authority shall correct the discrepancies promptly and accurately.

SECTION 4: POSTING OF DESIGNATED NUMBERS PROCEDURES

The Owner, occupant or person in charge of any House, Multi-Family Dwelling, Commercial Building, Mobile Home, Modular Home, Manufactured Home, Travel Trailer, or any other Livable Structure to which an E-9-1-1 Address or House Number has been issued:

- A. Shall within fifteen (15) days after the receipt of the address or building completion of such, affix the Number to the Structure and at the beginning of the driveway in three (3) inches or larger reflective numbers (see Exception(s) under Paragraph E.). The numbers shall be in a location visible to the emergency services. This is to ensure that the Emergency Services will be able to locate the structure in a timely manner.
- B. Shall remove any different number or numbers, which might be mistaken for or confused with the correct E-9-1-1 Address or House Number assigned to said structure by the Lamar County E-9-1-1 Addressing Office.
- C. Each principal building or structure shall display the E-9-1-1 Address or House Number to the Frontage on which the Front of the Building Faces the Street/Road or driveway. In case the principal building or structure is occupied by more than one building or structure, or the driveway is occupied by more than one business or multi-family unit, each separate front entrance shall display a separate E-9-1-1 Address or House Number.
- D. Numerals indicating the official E-9-1-1 Address or House Number for each principal building, or each front entrance to such building, shall be posted in a manner as to be legible and distinguishable from the Street/Road on which the property is located at the end of the driveway either on the mailbox or on a post in three (3) inches or larger reflective numbers. The E-9-1-1 Address or House Number shall be on both sides of the mailbox or post, to be seen from both directions.
- E. This Section 4 provisions do not apply to Subdivisions that have Covenants that are in place at the time of adoption of this Ordinance, that specify certain type number(s) on the residential mailbox and/or the residence.

SECTION 5: SUBDIVISION, ROAD NAMING, AND SIGN POSTING PROCEDURES

- A. Each new subdivision being established in Lamar County, will abide by the Subdivision Regulations for Lamar County under Section 501.16. The Addressing Office will pre-address all plats (except for large parcel plats) prior to filing the plat with the Lamar County Chancery Clerks Office. A final subdivision plat shall be submitted to the E-9-1-1 Addressing Office for filing and Address issuance.
- B. There shall not be two streets/roads in the Lamar County with the same name. When each new Street/Road in the county needs a name, whether it is Private, Public, or located in a Subdivision, the Residents, Owners, or whomever is in charge of the Street/Road, shall confer with the E-9-1-1 Addressing Office. The E-9-1-1 Addressing Office shall check the existing Street/Road database and A T & T/Intrado database to make sure the Street/Road name is not duplicated within Lamar County

and surrounding counties. The residents of this new Street/Road name, shall be addressed with the new Street/Road name.

- C. To comply with the Regulations of the Public Service Commission Utilities and the United States Postal Service regulations, the name of the road cannot be more than twenty-five (25) letters including spaces. The person or persons requesting the Street/Road name shall contact the United States Postal Service who serves the area that the road is located in, to advise them of the Street/Road name and location of the Street/Road.
- D. When there are three (3) or more structures on a Private Driveway, the Private Drive shall be named to allow for the Addresses to be accurate. The Private Drive will be maintained by the Residents that are addressed on the Drive.
- E. The Street/Road signs for Lamar County Public Streets/Roads shall be Green with white reflective lettering on both sides of the sign. The Street/Road signs for Private Streets/Roads shall be Blue with white reflective lettering four (4) inches in height on both sides of the sign. This is to distinguish between the Public and Private Streets/Roads. The Private Street/Road signs shall be erected by the Property owners located on the Private Street/Road, unless otherwise approved by the Governing Authorities to provide the Private sign.
- F. In the Subdivisions that have Roads/Streets that are to remain Private, there must be four (4) inch reflective letters on both sides of the sign. These letters shall be in a color that will be visible in the daytime hours also. This is the responsibility of the Developer or Home Owners Association until or unless the Governing Authorities accept the Roads/Streets for maintenance.
- G. The Street signs shall be erected in any development with a Road that has been named, at the time of commencement of construction of the first roadway. This is to ensure that the Emergency Services will be able to locate any construction worker that may get injured, in a timely manner.

SECTION 6: Mapping/ GIS System

Collection of Address and GIS Data

The Lamar County E-9-1-1 Addressing Office, using GIS technology to add new or missing Street/Road and Address data throughout Lamar County. These files are provided to the Lamar County Emergency Communications E-9-1-1 Interact/GIS System so that the E-9-1-1 Telecommunicators have up-to-date Street/Road and Address information.

Points

Points are used to represent the centroids of actual building footprints. The centroid may not be a complete representation of addresses because a single building may contain several addresses. These Points are created and edited to reflect a predetermined symbology for the different structure types. This symbology is described in the Metadata of the Structure file.

Lines

Lines are used to represent Street/Road centerlines. It is important to note vector based linear topological connectivity and correct directionality is required. These lines are created and edited to reflect a predetermined symbology of ownership for each Street/Road in the County. This symbology is described in the Metadata of the Road Centerline file.

SECTION 7: LEGAL PROVISIONS, PENALTIES AND AMMENDMENTS

- A. Each Utility Company affected by this Ordinance shall be contacted and mailed a copy of this ordinance for compliance.
- B. **Per MS Code 19-5-369 Resident owner or renter required to obtain a 911 address – Each person who owns or rents a residence, building or structure shall obtain a 911 address.**

- C. The Addressing Authority shall not release the Address or the location of an Address given to anyone other than the Owner of the Property/Structure or their representative. With the exception of a person purchasing property to be placed on their closing papers with a financial institution.

Per MS Code 19-5-319 Automatic number and location data base information; taped records of calls; confidentiality; non-identifying records to be made available to public -

(1) Automatic number identification (ANI), automatic location identification (ALI) and geographic automatic location identification (GeoALI) information that consist of the name, address and telephone number of telephone or wireless subscribers shall be confidential, and the dissemination of the information contained in the 911 automatic number and location database is prohibited except for the following purpose: the information will be provided to the Public Safety Answering Point (PSAP) on a call-by-call basis only for the purpose of handling emergency calls or for training, and any permanent record of the information shall be secured by the Public Safety Answering Point (PSAP) and disposed of in a manner which will retain that security, except upon court order or subpoena from a court of competent jurisdiction or as otherwise provided by law.

(2) All emergency telephone calls and telephone call transmissions received pursuant to Section 19-5-301 et seq., and all recordings of the emergency telephone calls, shall remain confidential and shall be used only for the purposes as may be needed for law enforcement, fire, medical rescue or other emergency services. These recordings shall not be released to any other parties without court order or subpoena from a court of competent jurisdiction.

(3) PSAP and emergency response entities shall maintain and, upon request, release a record of the date of call, time of call, the time the emergency response entity was notified, and the identity of the emergency response entity. The emergency response entity shall maintain and, upon request, release a record of the date and time the call was received by the emergency response entity and the time the emergency response entity arrived on the scene. Requests for release of records must be made in writing and must specify the information desired. Requestors shall pay the cost of providing the information requested in accordance with the Mississippi Public Records Act of 1983, Section 25-61-1 et seq. The identity of any caller or person or persons who are the subject of any call, or the address, phone number or other identifying information about any such person, shall not be released except as provided in subsection (2) of this section.

- D. The Lamar County Board of Supervisors may revise or amend this ordinance after giving adequate public notice as required by law for conducting a public meeting.
- E. Penalty for noncompliance with this ordinance or part of this ordinance is a misdemeanor with a fine not to exceed fifty dollars (\$50.00) for each violation. Every day any violation of these regulations or any such Ordinance shall continue, shall constitute a separate offense. This may be enforced by any Law Enforcement Officer designated by the Lamar County Sheriff or any other Law Enforcement Officer of the State of Mississippi or Enforcement Officer designated by the Lamar County Board of Supervisors.
- F. This ordinance is limited to structures located in Lamar County, Mississippi, lying outside the Corporation limits of the cities of Hattiesburg, Purvis, Sumrall, and Lumberton.
- G. Any and all previous Ordinances for the Implementation and Maintenance of Structure Addresses and the Marking Thereof in Lamar County, Mississippi, are hereby repealed in it(s) entirety to the extent necessary to give this Ordinance full force and effect.
- H. The Clerk of the Lamar County Board of Supervisors is directed to publish this ordinance in the local media one time, to obtain proof of publication thereof and to file said proof in the minutes of the Lamar County Board of Supervisors.

IT IS, THEREFORE, DECLARED that said ordinance is hereby adopted as the **ORDINANCE FOR IMPLEMENTATION AND MAINTENANCE OF STRUCTURE ADDRESSING, MARKING OF STRUCTURES, ROAD NAMING AND ROAD SIGNAGE FOR THE LAMAR COUNTY ENHANCED 9-1-1 EMERGENCY RESPONSE SYSTEM** in Lamar County, Mississippi, and that said ordinance shall take effect and be in force from and after its adoption. Also, that said ordinance is filed and recorded in the Board of Supervisors Minute Book Number _____, Page Number _____, in the Chancery Clerk's Office in Purvis, Mississippi.

SO ORDERED and adjudicated this the 5th day of Feb, 2018.

**BOARD OF SUPERVISORS FOR
LAMAR COUNTY, MISSISSIPPI**

BY: Joe Bonds
**PRESIDENT
LAMAR COUNTY BOARD OF SUPERVISORS**

ATTEST:

Wayne Smith
Wayne Smith, Clerk

