

**BALDWIN TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

ORDINANCE No. 300

TO ESTABLISH EMERGENCY ADDRESS IDENTIFICATION

**THE TOWN BOARD OF SUPERVISORS OF THE TOWN OF BALDWIN
ORDAIN AS FOLLOWS:**

Whereas, in order to provide proper protection of public and private property in the Town of Baldwin, and to readily identify each property in the Town to best provide law enforcement, medical emergency, and fire protection the Town Board of Supervisors have deemed that it is necessary to require visible Property Identification Numbers at each separate residential, commercial, and industrial building and do hereby adopt the following ordinance.

Section 1. Specifications of Identification. All residential, commercial and industrial property shall be identified at the edge of the street or road by a sign with assigned Property Identification Numbers. The property identification number is a property address number assigned by the county. The signs should be approximately eight-inches in height and 16-inches in length, reflective, displaying Township name at the top and street name at the bottom and visible by approach from both directions on the street or road. The numbers on these signs need to be a minimum of 4-inches in height. The Township and street names need to be a minimum of 1-inch in height. Such signs will be placed unobstructed at the driveway or entrance way to such building or dwelling not less than four feet nor more than five feet above road grade and not less than three feet nor more than eight feet from the road edge, on the same side of the road as the dwelling or building. The address sign shall face the dwelling on the same side of the road as the dwelling. Fire number signs will be installed within the township's right-of-way.

Section 2. Obtaining Signs Fees. To bring existing homes (those constructed prior to the effective date of the Ordinance) into compliance with this new ordinance, and to effectively save property owners on the cost of the minimum signage necessary to comply with this ordinance, the sign, post, bolts, and installation will be assessed to each property. If any structure remains unnumbered, the owners must contact the Town Hall within 30 days after the Township completes the installation to request a sign.

With new developments, when a plat, lot split or other subdivision of land is submitted to the County for addressing, the County would then forward the address information on to the Township to place an order for the signs. The developer or builder for new developments would be responsible for the current cost of the sign, post, bolts, and installation as specified in the Developer's Agreement. Any individual, builder, or

developers building a new structure will be responsible for these costs. The installation shall be completed by the Township.

Section 3. Replacement Signs. If a sign becomes damaged or lost and needs to be replaced, the affected property owner shall contact the Town Clerk and make application for a new sign. The owner shall pay the then current costs for a replacement sign, post, bolts and installation. If full payment is not made at time of application, no replacement sign will be ordered or installed until the owner has signed a written agreement to pay the current costs within thirty days of billing by the Township, and agreeing to have any unpaid amount assessed, with interest and costs, against the property and waiving all right of hearing and rights of appeal. In the event of nonpayment, the Township will certify the unpaid amount plus interest and any costs incurred by the Township as a special assessment against the property. The property owner shall notify the Township of any sign damage or loss within 30 days after it has occurred.

Section 4. Compliance. All structures within the Township shall have their Property Identification Number posted at all times and in the proper position.

Section 5. Owner Responsibilities.

Property owners shall be responsible for the following:

- **Maintaining the area around the fire number sign so that shrubbery, trees, brush, weeds, or other items do not obscure the visibility of the sign.**
- **Ensuring signs remain free of dirt or snow.**
- **Ensuring that nothing is attached to the fire signpost other than the fire sign.**
- **Notifying a Town official when a sign is missing or damaged beyond repair. Such notification shall be within 48 hours of the occurrence.**

Section 6. Notification of Non-Compliance. Once recognized by the Township as being in non-compliance the Town Clerk or designated staff will notify in writing any property owner not in compliance with this ordinance, and require compliance within 30 days.

Section 7. Enforcement. Any person, firm, or corporation or other entity that violates any of the provision hereof, or who fails to comply with any of the provisions hereof, shall be guilty of a misdemeanor and, upon conviction, shall be punished pursuant to the State Statues for a misdemeanor existing at the time of conviction, plus costs of prosecution. The Township may, at its discretion, pursue any other legal remedy available to it, including injunctive relief.

Section 8. Provisions Severable. Should any section or provision of this ordinance be declared invalid, such decisions shall not affect the validity of the remaining portions of this ordinance.

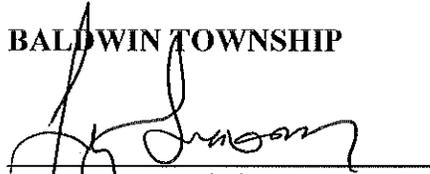
Section 9. Effective Date. This Ordinance shall be in effect from and after its passage and publication according to law.

PASSED by the Town Board of Baldwin Township this 12th day of September.

IN FAVOR: Swanson, Atwood, Good, Handshoe, Rush

OPPOSED: None.

BALDWIN TOWNSHIP



Jay Swanson, Chair



Cathy Stevens, Clerk/Treasurer