

McKENZIE COUNTY ADDRESS REQUEST FORM

INTENT:

Any structure where emergency services may be needed (residential, commercial, oil industry site, etc.) or any structure used in emergency services (cell towers, water holding sites, etc.) require a unique physical street address. The assigning of 911 addresses will follow national & state guidelines in addition to local ordinances. Each residential building unit, commercial structure unit, and separate building at the same physical address must have a separate unit number.

The unit number must be clearly displayed and visible at the primary entrance to each unit and needs to be 4" in size.

Depending on location, addresses may not be assigned until all permitting processes have been approved. This includes, but is not limited to, approach permits, building permits, and / or conditional use permits. **(select one)**

Approach Permit

Building Permit

Conditional Use Permit # _____

DIRECTIONS:

To request an address, submit this form along with a site plan showing driveway and all structure locations. Feel free to stop by the McKenzie County Public Works building to work with staff if desired.

Return this completed form and site plan to: gisdept@co.mckenzie.nd.us

Mail to: McKenzie County Public Works
GIS Department
1300 12th ST SE
Watford City, ND 58854

There are no fees for
obtaining a 911 address.

Date of Application: _____ Contact Person: _____

Phone Number: _____ Email Address: _____

Property Owner: _____ Parcel Number: _____

Quarter Section: _____ Section: _____ Township: _____ Range: _____

Subdivision Name: _____ Lot: _____ Block: _____

If this is an oil industry site, name of oil pad oil wells salt water disposal compressor station gas plant, etc: is required **(select one)**

Site Name: _____

Latitude and Longitude coordinates can be found on various web mapping sites or McKenzie County GIS resources here (<https://mckenziecounty.maps.arcgis.com/home/index.html>).

Road name providing property access: _____

Driveway approach starts at..... Latitude: _____ Longitude: _____

Structure location..... Latitude: _____ Longitude: _____

A site plan or aerial photo must be submitted, with the driveway access clearly marked as this will determine the address. If this approach changes in the future, the address **WILL** change. All structures need to be clearly located on site plan or photo submitted.

Signature of Applicant: _____ Date: _____