



MARION COUNTY E-911 OFFICE

JENNIFER HOYLE
E-911 COORDINATOR

P.O. BOX 777
105 S. BERRY ST.
YELLVILLE, AR 72687

PHONE: (870)449-5800
FAX: (870)449-8700
EMAIL: mc911@yellville.net

Instructions:

The Marion County E-911 Addressing system was developed to provide enhanced 911 (E-911) services to our residents. An E-911 physical address can be used as a mailing address and by emergency service organizations to quickly locate your property.

1. **Application must be printed in INK.** Incomplete applications will be returned to the applicant(s).
2. **Applicant must own the property.** However, **if someone other than you, the land owner,** is going to apply for the permit and address, you must complete an Authorized Agent form giving that party permission to do so and the form must be presented to the E-911 Office by your agent when he/she applies for the permit and address. The Authorized Agent form must be returned notarized.
3. Applicant will be responsible for complying with the Marion County Ordinance No. 94-13. (Attached to Address Application)
4. You must provide a Parcel ID Number with your application. You can get this at the assessor's office in the County Courthouse in Yellville.
5. Provide detailed, written directions on how to reach your driveway from Yellville and provide the closest existing address and directions from it. E-911 cannot go by the land description or the parcel numbers. The only way to find where you need the address is by the directions you give. The more detailed directions you can give, the quicker we can find and give you your address.
6. When you have completed the application, mail it to the E-911 Office, P.O. Box 777, Yellville, AR 72687. Email it to mc911@yellville.net or deliver it to the E-911 Office located in the Annex building across the street from the County Court House address 105 S. Berry St., Yellville, AR 72687. If no one is in the office, please leave it at the Marion County Judge's Office or slide it under the door.

7. You will need to **Mark Your Driveway**, a stake with your name on it or something that says this is your driveway. **Your address will not be assigned until the construction of your driveway approach is complete. If your driveway is not in place or marked, your application will be sent back to you.**
8. You will receive an official address notification letter either by email or by the U.S. Postal Service to the mailing address you provide on your application.
9. The U.S. Postal Service, telephone company, electric company, county or city permit office, fire department and the assessor's office will be given your new address. You will be responsible for notifying anyone else of your new address.
10. Please contact your local post office for mailbox placement instructions.
11. If your private drive has to be named you will have to apply for a New Road Name Application. **One** house per driveway or it becomes a private drive. Private drives are **NOT** maintained by the county.
12. **NOTE:** If you move the driveway location **AFTER** the E-911 number has been assigned, you **MUST** apply for a new E-911 address. If we have to name a road for purposes of E-911 addressing you **CANNOT** move the red sign to a new location. All roads are assigned GPS coordinates. You **CANNOT** rename roads.



MARION COUNTY ADDRESS APPLICATION

PO BOX 777 Yellville AR 72687

Phone: 870-449-5800 Fax: 870-449-8700 Email: mc911@yellville.net

Application must be completely filled out in ink. Addressing process should be completed within three business days under normal circumstances. Please Print.

Today's Date: _____

Owners Name: _____

Mailing Address: _____

Email: _____ Phone: _____ Cell: _____

Parcel Number: _____ - _____ - _____ Section: _____ Township: _____ Range: _____

Directions from Yellville:

Has there ever been existing Electrical service? _____ Are you sharing a driveway with another Existing home? _____

Is there an existing structure on the property? _____ If yes, What? _____

What are you building on or moving to this location? _____

By signing this form, the applicant understands that he/she is responsible for securing any and all local, state or federal permits that may be required. The driveway **MUST** be in place before it can be addressed. If you move your driveway, you will have to apply for a new E911 address. GPS coordinates will be recorded. Applicant agrees that application and any other attachments submitted are true and accurate. Applicant agrees that, in making application for an E911 address, applicant grants Marion County addresser to enter applicant's property. Applicant **MUST** post E911 address at the end of the driveway, and on the structure, if the structure cannot be seen from the road, in accordance to Marion County Ordinance No. 94-13. If any of the information provided by the applicant in his/her application is determined by Marion County to be inaccurate and it changes to address you were given, Marion County will readdress at the owner's expense. Applicant understands that rural addressing, this address will be for one home on this driveway. If any other structure is to be addressed on this driveway, all will be readdressed. By signing this application you agree to the terms and conditions set forth.

Owner's signature: _____ Date: _____

COUNTY USE ONLY

ESN: _____ Address Assigned: _____ Zip: _____

Post office city: _____ MSAG: _____ Database: _____ Sign: Request: _____

Mapped: _____ Notice Mailed or emailed: _____ Fire Dept: _____



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Authorized Agent Form For E-911 Address Application

I(we) _____ hereby
authorize _____ to act as my (our) agent on applying for an E-
911 Physical Address on my (our) property located at:

Tax Parcel Number _____ - _____ - _____

Township: _____ Range: _____ Section: _____

Subdivision: _____

Block: _____ Lot: _____

Restriction/Conditions: _____

Property Owner's Signature(s) _____ Date _____

Agent's Signature(s) _____ Date _____

State of _____

County of _____

Subscribed and sworn to before me _____ appeared on ____ day of

_____, 20_____

Month

Year

Notary Public

My Commission Expires: _____

Plan of Action for Locked Gate Communities

***This plan of action form is only if you are planning on keeping a locked gate into your drive way. If there are more than one home on this driveway then you will also need signatures of all residents on driveway. Please make sure you print this form and get all required signatures.**

Date: _____

Fire Department: _____

Plan of Action:

Signature of Fire Chief: _____

Date: _____

Police Department: _____

Plan of Action:

Signature of Sheriff or Police Chief: _____

Date: _____

Ambulance Service: _____

Plan of Action:

Signature of Ambulance Service Director: _____

Marion County Ordinance No. 94-13

Article 9. Assignment of address numbers:

- A. No person, firm, corporation, partnership or other entity shall authorize any public utility company as defined by Arkansas law to supply any service to any new residence or business in Marion County until the official E 9-1-1 address for such residence or business has been assigned or otherwise approved by the Marion County E 9-1-1 Office.
- B. Address numbers shall be **at least three (3) inches in minimum height** and shall be installed at the expense of the owner, maintained at the expense of the owner, and shall likewise conform to the standards established by the county. Such address numbers shall be posted in such a manner as to be clearly visible from the named an/or numbered street of access.
- C. Any person or other entity failing to comply with the provisions of this ordinance shall upon conviction thereof, **be fined not less than twenty-five dollars (\$25) plus the prosecution cost**. Said Fine may be suspended at the discretion of the sentencing court. Any suspension of the fine may be conditioned upon compliance by the noncomplying party within thirty (30) days of conviction. Twenty five dollars (\$25.00) of each fine imposed and collected shall be held by the county treasurer to defray the cost of various service organizations whose services may be utilized at the direction of the E 9-1-1 Coordinator to assist those individuals who are physically unable to comply with the provisions of this ordinance. Said fund may also be used to defray the cost of materials and labor in those cases where it becomes necessary for the E 9-1-1 coordinator to make provisions to post address numbers pursuant to the provisions of Article 9-D below.
- D. In such case as the E 9-1-1 coordinator upon approval by the County Judge determines that an individual will not comply with the provisions of this ordinance the E 9-1-1 coordinator may make arrangements to post the proper address numbers, so long as the posting is placed and maintained on public property. Any such posting shall thereafter be county property. The decision of the E 9-1-1 coordinator to proceed under this sub-article shall not be a bar to prosecution under Sub-Article 9-C.

Article 10. Severability Clause: If any part of this ordinance is declared by the courts to be invalid or unconstitutional, that decision shall not affect the validity of the remaining parts