

ORDINANCE 2024-12

**An Ordinance to Allow Assignment of Address to Permanent Accessory Structures**

**WHEREAS**, the current ordinance for assignment of addresses in Morgan County, Indiana provides for the assignment of addresses only to residences, and commercial, industrial and public structures located in the county; and

**WHEREAS**, for emergency response and other purposes, the Board of Commissioners deems it appropriate and desirable that other non-residential and non-commercial, industrial and public structures should be provided an assignment of address upon the written request of the property owner:

**NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MORGAN, INDIANA:**

(A) *Assignment of official permanent property addresses.* All residences, and commercial, industrial and public structures located in the county shall be assigned a permanent city-type street address. Structures located on the north side of an east-west street/road and those located on the west side of a north-south street/road shall have an even-numbered property address. Structures located on the south side of an east-west street/road and those located on the east side of a north-south street/road shall have an odd number.

(B) *Assignment of official permanent property addresses for other structures.* Upon written request of the property owner and submission of proof the property owner has applied for a driveway permit, any permanent accessory structure may be assigned a permanent city-type street address in accordance with the provisions of subparagraph A, above.

(C) *Determining a property address.* An official street address shall contain no more than five digits with the first digit, or the first two digits if the structure is located ten or more miles from the baseline, indicating the milepost or distance from the baselines. The second or third digit shall indicate the block number which will change each 528 linear feet. The last two digits indicate the number of 10.56-foot intervals from the structure to the nearest block or grid line.

(D) *Placement and size of address numbers.* Once a property address has been assigned to a specific structure, it shall be the responsibility of the property owner or resident to provide the address number on the structure or on a mailbox or mailbox post in rural areas, or on a sign facing the street/road. Numbers are to be placed on structures in a location which faces the street/road upon which it is addressed. The numbers, and the complete address if desired, should be placed on the structure near a main entry door or on a cornice, porch and the like, located above the main entry door. The letters should be located at least five feet above the threshold on the right side of any entrance door. On rural mailboxes, the numbers and lettering shall be located on both sides of the mailbox or the mailbox post. In all situations property number lettering shall exceed one inch in vertical height and the color of the letters shall contrast with the background of the mailbox or mailbox post in order to be readable.

Ordinance 2024-12 is hereby presented to the Board of Commissioners of Morgan County, Indiana, read in full, and adopted this 3 day of September, 2024.

Approved by the Board of Commissioners of Morgan County, Indiana on the 3 day of September, 2024.

**BOARD OF COMMISSIONERS OF MORGAN COUNTY, INDIANA**

Attest:

Linda Pruitt  
Linda Pruitt, Morgan Co. Auditor

Don Adams  
Don Adams

Bryan A. Collier  
Bryan A. Collier

Kenny Hale  
Kenny Hale