

## **E-911 ADDRESSING PROGRAM**

The purpose of the E-911 Addressing Program is to protect the safety and welfare of the general public through the orderly assignment of addresses to facilitate the location of individual dwellings and businesses by emergency response personnel.

### **Need an Address?**

Once you have applied for a new address, it will take between 5 and 7 working days to process the request and notify you of your new address. Surry County utilizes a complex mapping system to process and assign addresses. The process includes a field visit utilizing Global Positioning Systems and sophisticated mapping procedures in the office. All fieldwork is completed each Monday, with the remainder of the week devoted to the mapping process. Any fieldwork related to a request received between Tuesday and Friday, will not be completed until the following Monday.

### **Numbering Method**

A set of numbers consisting of three, four, or five digit natural number-called a structure number, shall be assigned at intervals of 21.12 feet along a roadway centerline. Odd structure numbers shall be assigned to the left side of the road and even structure numbers shall be assigned to the right side of the road.

### **Posting of Numbers**

All numerical identifications must be easily identifiable without obstruction of view. Any dwelling or business located at more than 100 feet from the roadway and/or not clearly visible shall be required to have numerical posting at both the entrance or driveway and located in close proximity to the front door or entrance way. Postings at the entrance or driveway to a dwelling or business shall be at least three (3) feet in height. Postings in close proximity to the front door shall be five (5) feet in height.

### **Naming Private Roads**

Private roads are roads or driveways that are shared by more than one dwelling or business. Property owners with frontage on a private road have the ability to name said road. Two-thirds of the applicable property owners shall agree on a private road name in order for it to be accepted. The County will not accept those road names that duplicate existing road names or that sound "deceptively similar" to existing road names. If the property owners fail to name the road in a timely fashion, the County will name the road from a random listing of available

road names. All private roads must use one of the following suffixes: lane, way, or trail.