

BELTRAMI COUNTY E911 LOCATABLE ADDRESS

NOTE: It generally takes about 2-3 weeks to assign your address. Please plan ahead.

- ▶ Are you applying for an address within the Cities of Bemidji or Blackduck?
- ▶ If yes, **DO NOT** complete this form. Contact 218-759-3595 for an address within the City of Bemidji or 218-835-4803 for addresses within the City of Blackduck.
- ▶ If no, are you building within or moving a structure into one of the following townships, cities or tribal lands? Alaska, Bemidji, Frohn, Northern, Roosevelt, Sugar Bush, Taylor, Ten Lake, Turtle Lake, or Turtle River townships; Cities of Kelliher, Solway, Tenstrike, Turtle River, or Wilton; or Leech Lake Tribal Lands.
- ▶ If yes, you will need to obtain a signature from the appropriate official listed below. These townships, cities and tribal governments have their own land use restrictions in place. Once you've obtained the signature on the reverse side of this application, complete the rest of the form, sign and date it, and submit it and the required fee of \$40 to the address listed at the bottom of the form.

TOWNSHIPS	PHONE	CITIES/MUNICIPALITIES	PHONE
Alaska	218-243-3010 or 218-243-2868	Kelliher	218-647-8470
Bemidji	218-333-3617	Solway	218-467-3376
Frohn	218-335-0172	Tenstrike	218-586-2292
Northern	218-759-3579	Turtle River	218-586-2678
Roosevelt	218-243-2717	Wilton	218-444-4788
Sugar Bush	218-335-0172		
Taylor	218-586-2230		
Ten Lake	218-335-0172		
Turtle Lake	218-308-1171	TRIBAL LANDS	PHONE
Turtle River	218-751-3924 or 218-444-2800	Leech Lake Band of Ojibwe	218-335-7409

- ▶ If no, is the property within a managed shoreland area? (See the Beltrami County Shoreland Management Ordinance No. 6 at <http://www.co.beltrami.mn.us/Government/Ordinances/Ordinances.html> for a listing.)
- ▶ If yes, you must obtain a building permit from the Beltrami County Environmental Services Office or your local township prior to submitting this form. Contact Environmental Services at 218-333-4158 for more information regarding where you need to apply for the permit. Obtain the necessary signature from the presiding office, complete the rest of the form, sign and date it, enclose the required fee of \$40 and send it to the address listed at the bottom of the form.
- ▶ Are you planning on building a new approach to your residence off of a state, county, township or municipal road? If yes, you must contact the appropriate road authority to obtain approval for the approach before applying for an address (i.e. MN DOT, Beltrami County Highway Department, Township or City officials).
- ▶ If you are not within any of the townships, cities or tribal lands listed above, are not within a managed shoreland area, have received approval from the governing road authority for your approach, and your approach has been constructed, please complete the reverse side of this application and submit it and the required fee of \$40 to the address listed at the bottom of the form.

NOTE: Please do not submit this form until you have installed the driveway/approach you intend to use for primary access to your residence. If county staff travels to your property and finds that your approach is not installed, you will be required to pay another address fee for additional trips to your property. Also, the address you will be assigned is specific to the location where your approach intersects a named road or private drive on the earth's surface. If you move your approach, you will be charged an additional address fee and reassigned a new address.

E911 LOCATABLE ADDRESS APPLICATION

701 Minnesota Ave NW, Suite 219, Bemidji, MN 56601
218-333-8457 or 218-333-8447

NOTE: IT GENERALLY TAKES ABOUT 2-3 WEEKS TO ASSIGN YOUR ADDRESS. PLEASE PLAN AHEAD!

If you are applying for an address:

- In any of the following townships: Alaska, Bemidji, Frohn, Northern, Roosevelt, Sugar Bush, Taylor, Ten Lake, Turtle Lake, or Turtle River; or
- In any of the following cities: Kelliher, Solway, Tenstrike, Turtle River or Wilton; or
- On Leech Lake Band of Ojibwe tribal lands; or
- Within 1000' of water,

You must obtain an officer's signature below:

Environmental Services/Township/City/Tribal Officer Signature *Building Permit#* *Date*

Occupant (person who will be residing at this location):

Last name: _____ First name: _____ Middle initial: _____
 Current mailing address: _____
 City: _____ State: _____ Zipcode: _____
 Daytime phone number: () _____ - _____ Cell phone number: () _____ - _____
 Email Address: _____

Owner (person who currently owns the property if different than occupant):

Last name: _____ First name: _____ Middle initial: _____
 Current mailing address: _____
 City: _____ State: _____ Zipcode: _____
 Daytime phone number: () _____ - _____ Cell phone number: () _____ - _____
 Email Address: _____

Parcel#: _____ Township: _____ Section: _____ Plat: _____ Block: _____ Lot: _____

Yes__ No__ Are you currently in the process of dividing or have you divided this property within the last three months?

Yes__ No__ Have you purchased this property within the last three months?

Yes__ No__ Is the primary approach to your driveway built?

Yes__ No__ Are you sharing an approach with another resident?

Yes__ No__ Have you contacted the appropriate road authority regarding a permit for your approach?

Yes__ No__ Is there existing electrical service?

Yes__ No__ Is there an existing structure? If yes, please describe. _____

What are you building in or moving onto this location? _____

What is the name of the road your approach is located on? _____

ATTACH DETAILED SKETCH of the nearest roads and neighboring addresses. Include directions to your location.

PLEASE READ AND SIGN: Do not submit this form until you have installed the driveway/approach you intend to use as the primary access to your property. If county staff travels to your property and finds that your approach is not installed you will be required to pay another address fee for additional trips to your property. The address you are assigned is specific to the location where your approach intersects a named road or private drive on the earth's surface. If you move your approach, you will be charged an additional address fee and reassigned a new address.

Signature *Date*

RETURN THIS FORM AND THE \$40 FEE TO: (Make checks payable to Beltrami County Treasurer)

Beltrami County GIS Dept
701 Minnesota Ave, Suite 219
Bemidji, MN 56601-3178

Check#: _____ Cash: _____
 IFS Receipt#: _____ Flag: Y N
 Rcvd by: _____ Date Rcvd: _____