



Planning Department

Powell County Planning Department • 409 Missouri Ave., Suite 101 • Deer Lodge, Montana 59722
406.846.9795 / www.powellcountymt.gov

Powell County 9-1-1 Official Addressing Form

Carl Hamming, Planning Director
(406) 846-9729 PH / (406) 846-2784 FAX
e-mail: chamming@powellcountymt.gov

- Powell County reserves the right to modify an address as needed, particularly regarding new construction.
- Please provide a site plan and aerial map showing the location of the existing or planned structure and the driveway.

CUSTOMER INFORMATION:

Date: _____ Last Name: _____ First Name: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Contact Phone: Work: _____ Home: _____ Mobile: _____
 Email address: _____
 Medical Alert Necessary: **(Mark One)** YES NO

LOCATION INFORMATION:

Is there an existing driveway : **(Mark One)** YES NO
 Road Name: _____ N
 Nearest Intersecting Road: _____ **(Relative to road)** W Road E
 Direction from Intersection to Driveway: N S E W S
 Approximate Distance from above intersection to driveway: _____ feet *or* _____ miles
 Subdivision, Lot & Block: _____
 Township: _____, Range: _____, Section: _____

STRUCTURAL INFORMATION:

Mark item, or describe if "other"

| | | | | | |
|--|-------------|-------|--|---|--|
| Existing Structure (not yet addressed) | | | | Planned Structure | |
| Single-wide Mobile Home | Double-wide | House | Barn/Shed | Other: _____ | |
| Color/Trim: _____ | | | | Height: 1 story 2 story 3+ | |
| Exterior Material: Siding Brick Metal Wood | | | | Other: _____ | |
| Garage: Attached Detached None | | | Carport: Attached Detached None | | |

GIS ADDRESSING USE ONLY

9-1-1 Address: _____
 City: _____ Zip: _____
 Date applicant notified: _____ Post Office Notified: Septic Permit: _____
 Comments: _____



Planning Department

Powell County Planning Department • 409 Missouri Ave., Suite 101 • Deer Lodge, Montana 59722
406.846.9795 / chamming@powellcountymt.gov

DEAR RESIDENT:

Once approved you will receive a letter of address assignment from our office documenting your unique, locatable physical address. The address you have received is based on **Powell County's** rural addressing system.

Rural Addresses are based on the location/distance of a structure's access/driveway from a road's origin. Origins are set at baselines, or major highways or roads. Addresses on roads that branch from baselines start at "zero" and then proceed to their dead end or another intersecting road. Structures on the left side of the road from its origin have "odd" numbers, while those on the right have "even". An address of "125 Anywhere Rd" indicates a structure location that is 1.25 miles from the start of Anywhere Rd on the left or odd side. Addresses on baseline highways may use mile markers as block ranges. For instance, mile marker "38" is the start of the "3800" block.

Town Addresses are based on where your driveway and /or structure faces/accesses. Generally, communities only use the first 10 to 20 available numbers in a block. For instance, if you live halfway between 1st St and 2nd St, you likely have an address of 110 or 11 (depending on which side of the street you live on). Odd and even number patterns vary in different communities, but should always be standardized within a community.

Please provide a copy of the address assignment letter to your local Post office before you begin using your new physical address – failure to do so may affect proper delivery of your mail. Remember, P.O. Box mailing addresses do not change. If you have a P.O. Box mailing address, this new address is simply a physical address, but please notify your local Post office anyway.

To assist your local mail carrier and emergency responders, please clearly and visibly post the new house number on your mailbox and or your home. If your mailbox is not near the end of your driveway or your structure is 75 feet from the road or it is otherwise not clearly visible from the road, you should also post your address numbers at the end of your driveway on a 4 to 6 foot post -4 inches reflective numbers are recommended – please use numerals – do not spell out the numbers. Clearly and visibly displaying your house numbers will greatly assist emergency service in locating you.

Please also provide copies of the address assignment letter to utility companies (power, telephone, propane, etc.) or local government agencies (Driver's License, Assessor, Voter Registration, etc.) "As proof of address."

If you have special medical alerts for 911 please let the Powell County GIS Analyst know. There is a form for medical alerts.

If you have questions, please contact Powell County GIS Analyst, 406-846-9729, Monday through Thursday, 8AM to 5PM. If your structure is new please call the Powell County Planner to obtain Development Certificate and then the Powell County GIS Analyst to make an appointment for a sight visit so that an actual location of your home or structure in the field using highly accurate Global Positioning System (GPS) and Geographic Information System (GIS) Technology can be obtained. The new construction also requires a Development Certificate.