

Independence Police Department

2349 Jamestown Ave. Suite 3

Independence, IA 50644

Phone: 319-334-2520

Fax:319-334-6747

9/29/16

The Independence Police Department in conjunction with the Independence Fire Department and Area Ambulance are launching "**Operation Address Find**," We as emergency service providers need residence and business owners to spend a few minutes and locate your residence and or business address numbers. Please locate these address numbers and be sure that the address numbers to the residence or business are visible from the curb both during the daytime and also nighttime hours. If the address numbers are not plainly visible and readable, please take the measures to correct the problem and that they comply with Independence City Ordinance 150.01 Which reads as follows:

150.02 OWNER REQUIREMENTS. Every owner shall comply with the following Numbering requirements:

1. **Obtain Building Number.** The owner shall obtain the assigned number to the principal building from the Clerk.

(Code of Iowa, Sec. 364.12[3d])

2. **Display Building Number.** The owner shall place or cause to be installed and
3. **maintained on the principal building the assigned number in a conspicuous place to**

the street in figures not less than four (4) inches in height and of a contrasting color with their background.

(Code of Iowa, Sec. 364.12[3d])

3. **Failure to Comply.** If an owner refuses to number a building as herein provided, or fails to do so for a period of thirty (30) days after being notified in writing by the City to do so, the City may proceed to place the assigned number on the principal building and assess the costs against the property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[3h])

The few minutes spent doing this will greatly assist emergency services in finding your location in a timely manner, in turn providing quicker assistance. We are also asking as part of "**Operation Address Find**" that business owners complete a "Business Contact Sheet" and either fax, mail, or e-mail a completed copy of this form to the Independence Police Department to update our dispatching records. This information is crucial when dispatching emergency service providers and is also used when contact with a business key holder is required. There are many reasons that emergency service providers may need to contact a key holder. Examples are an open door, property damage, a burglary, a fire or any other emergency situation involving the property location. These

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forms are available on the City of Independence website, through the Independence Area Chamber of Commerce or the Independence Police Department at 2349 Jamestown Avenue Suite 3. Independence, Iowa 50644

Captain Brian Brinkema

**Independence Police Department
2349 Jamestown Avenue Suite 3**

Independence, Iowa 50644

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