

## PHONE NUMBERS

Public Works: 270-890-0600  
Hopkinsville Police Dept: 270-890-1500  
Hopkinsville Fire Dept.: 270-890-1400  
HWEA: 270-887-4246  
HES: 270-887-4200  
City of Hopkinsville: 270-887-4000

### Questions?

Questions or inquiries concerning E 911 Addressing, Displaying your E 911 Address, or Street Naming can be directed to the CDS E 911 Coordinator by calling (270) 887-4285 or by fax at (270) 887-4019.

Phone: 270-887-4285  
TDD: 270-887-4287  
Fax: 270-887-4019  
[www.comdev-services.com](http://www.comdev-services.com)

# E911 Addressing



710 South Main Street  
Post Office Box 1125  
Hopkinsville, KY 42241-1125

### **How is the E911 Address obtained?**

All new developments and new construction require assignment of an E911 Address. The E911 Address is a specific numeric address assigned to a structure's precise geographic location. The E911 Address will automatically notify emergency dispatchers of the caller's name and location of the call. Each telephone has a distinct E911 Address. The geographic location of the structure is captured by using a state-of-the-art Global Positioning System (GPS) and then processed to be input into E911 Mapping. The E911 Coordinator is the addressing authority in Christian County for all newly assigned E911 Addresses. The E911 Coordinator collaborates with the 14 local postal offices to ensure the accuracy of the new E911 Address and then updates the E911 database with the telephone company. An E911 Address Request may be obtained at Community and Development Services during normal business hours or the requestor may call the E911 Coordinator and submit the request by telephone. After submission of the request, the E911 Coordinator will process the request and assign an E911 Address. There is no charge for this service. This process usually takes less than 5 working days.

### **How are E911 Address problems handled?**

Once identified, an E911 address problem will be processed by the E911 Coordinator. The E911 Coordinator works with the local post offices, utility companies, the telephone company, public safety agencies, local governments and Community and Development Services to resolve address problems. E911 address problems range from incorrect mailing addresses to incorrect street names. Most E911 address problems are simple to resolve and others may involve an E911 address change. In some situations, the E911 Coordinator shall make a recommendation to the E911 Advisory Board for approval. The E911 Coordinator will make every effort to alleviate undue hardship on the affected persons and correct the

problem to ensure protection of life and property.

### **How are streets named and renamed?**

All street name proposals are to be submitted to the E911 Coordinator for review of acceptability. The purpose of review is to reduce confusion of street names. Duplicate names and like sounding names are not acceptable because they cause confusion to Public Safety Services. Additionally, extremely long names and hyphenated names are unacceptable. The E911 Coordinator will input the approved new street name into the E911 database for future addressing.

Renaming established streets or roads may be requested by petition to the E911 Advisory Board and submitted to the E911 Coordinator. The E911 Coordinator will process the petition and make a staff recommendation, based upon the nature of the request, to the E911 Advisory Board. The E911 Advisory Board will forward a recommendation to the appropriate governmental body for decision.

### **Displaying of your E911 Address**

The displaying of your E911 Address is necessary for emergency service personnel to be able to locate the structure throughout Christian County and minimize the response time of the E911 call to an emergency. Structures that do not properly display the E911 Address are difficult to locate in the event of a life threatening situation. All structures are required by Christian County Ordinance 93-3 to display the E911 Address on the structure and both sides of the mail box in such a manner that it may be seen from the road by emergency personnel. The numerals shall be plain block Arabic numbers. No script numbers are permitted. Numbers shall be a minimum of 3 inches in height and contrasting in color. (Christian County Ordinance 93-3)