

Billings County Courthouse

Since 1886

Stacey Swanson
Tax & Zoning Director

Juliana Pemberton
Deputy Tax & Zoning Director

495 4th Street
PO Box 247
Medora, ND 58645
701.623.4810
701.623.4761 fax
stswanson@nd.gov
jpemberton@nd.gov
www.billingscountynynd.gov

Memo

To: Oil & Gas Operators in Billings County
From: Stacey Swanson, Zoning Director/911 Coordinator
Date: April 1, 2014
Subject: Street addresses for new well locations

Due to the recent changes to N.D.A.C. § 43-02-03-16 by the North Dakota Industrial Commission, Billings County is aware that operators will need to request a legal street address for new well sites.

The 911 department currently uses the following process to assign addresses:

- Operator – Request prior to NDIC hearing from the operator to be in compliance with N.D.A.C. § 43-02-03-16, usually by email.
- County – Receives permitted location report from NDIC, flags new locations.
- Operator – Submits an ARW Construction application for new approach to well pad.
- County – Road department reviews approach permit and County 911 department assigns address to permitted location.
- County – Commissions have final review of the approach permit and operators receive a copy.

All requests must include the latitude and longitude of a new location, as well as the section, township, and range.

Please be advised that any new construction within the county right-of-way will require an ARW construction permit application. These applications need to be completed and approved by the District Road Foreman and the Billings County Commission for each individual project *before* any construction may begin. Please contact the highway superintendent, Jeff Iverson at 701-575-2023 with any questions.

It is important to remember that all setback requirements must be met when there is any new construction. The minimum setback for new construction from the centerline of all section lines and the center of county roads shall be one hundred three (103) feet.

Should you have any questions or concerns, please do not hesitate to call our office at 701-623-4810 or stop by the courthouse.

43-02-03-16 Application for permit to drill and recomplete

The application for permit to drill shall be accompanied by an accurate plat certified by a registered surveyor showing the location of the proposed well with reference to true north and the nearest lines of a governmental section. The plat shall also include, the latitude and longitude of the proposed well location to the nearest tenth of a second, the ground elevation, confirmation that a legal street address has been requested for the well site, and well facility if separate from the well site, and the proposed road access to the nearest existing public road.