

# TOWN OF BLUE HILL

## Amendments To the 911 Addressing Ordinance

Amended Date: April 3, 2010

Certified by: John R. Bannister 4-9-10  
Debra B. Gray 4-9-10  
[Signature] 4-9-10  
Municipal Officers Date

Attest True Copy: Etta Perkins 4-9-10  
Town Clerk Date

# TOWN OF BLUE HILL 911 ADDRESSING ORDINANCE

## Section 1. Purpose

The purpose of this ordinance is to enhance the easy and rapid location of properties by law enforcement, fire, rescue, and emergency medical services personnel in the TOWN of BLUE HILL.

## Section 2. Authority

This ordinance is adopted pursuant to and consistent with Municipal Home Rule Powers as provided for in Article VIII, Part 2, Section 1 of the Constitution of the State of Maine and Title 30-A M.R.S.A. Section 3001.

## Section 3. Administration

This ordinance shall be administered by the SELECTMEN, who are authorized to and shall assign road names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria in Sections 4 and 5. The SELECTMEN shall also be responsible for maintaining the following official records of this ordinance:

- a. A town map for official use showing road names and numbers.
- b. An alphabetical list of all property owners as identified by current assessment records, by last name, showing the assigned numbers.
- c. An alphabetical list of all roads with property Owners listed in order of their assigned numbers.

## Section 4. Naming System

All roads that serve two or more properties shall be named regardless of whether the ownership is public or private **unless all of the road and properties belong to the same taxpayer and there is no reasonable expectation of more residences, businesses, or principal structures on the road in the foreseeable future.** A "road" refers to any highway, road, street, avenue, lane, private way, or similar paved, gravel, or dirt thoroughfare. "Property" refers to any property on which a **residence, business, or principal** structure has been erected. A road name assigned by the TOWN of BLUE HILL shall not constitute or imply acceptance of the road as a public way.

The following criteria shall govern the naming system:

- a. No two roads shall be given the same name (e.g., no Pine Road and Pine Lane).
- b. No two roads shall have similar-sounding names (e.g., Beech Street and Peach Street).
- c. Each road shall have the same name throughout its entire length.

### Section 4.A Changing Road Names

**Residents of private roads may petition the Town to change the name of their road.**

The following criteria shall govern the name change:

- a. **The new street name must be acceptable to the Selectmen.**
- b. **The new street name must be acceptable to majority of abutters.**
- c. **The petitioner must pay the costs to the town:**
  - **the price of the sign**
  - **the road commissioner's time to post the new sign**
  - **the addressing officer's time to notify appropriate agencies of the change**

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**The Town may request residents of private roads to change the name of their road.**

### **Section 4.B Road Signs**

**The Town shall provide a road sign for each road – public and private – and will reorder damaged or missing signs and posts (if necessary). The Town will share the cost of replacement with the property owners. However, if the Selectmen believe that the name of the road is directly responsible for the theft, they may ask the owner(s) to pay full replacement cost and/or change the name of the road.**

### **Section 5. Numbering System**

Numbers shall be assigned every 50 feet along both sides of all roads with the exception of MAIN STREET, HIGH STREET, MILL STREET, PLEASANT STREET, UNION STREET, AND WATER STREET, where numbers shall be assigned every 25 feet, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, ascending from the number origin.

The following criteria shall govern the numbering system:

- a. All number origins shall begin AT THE INTERSECTION OF PARKER POINT ROAD/TENNEY HILL/MAIN STREET, AT THE BLUE HILL PUBLIC LIBRARY.  
For dead-end roads, numbering shall originate at the intersection of the adjacent road and terminate at the dead end.
- b. The number assigned to each structure shall be that of the numbered interval falling closest to the front door or the driveway of said structure if the front door cannot be seen from the main road.
- c. Every structure with more than one principle use or occupancy shall have a separate number for each use or occupancy. For example, duplexes will have two separate numbers.
- d. Apartments will have one property number followed by an apartment number, such as 235 Maple Street, Apt. 2.

### **Section 6. Compliance**

All owners of structures shall, by the date stipulated in Section 8, display and maintain in a conspicuous place on said structure, the assigned numbers in the following manner:

- a. Number on the Structure. Where the structure is within 50 (fifty) feet from the edge of the road right-of-way, the assigned number shall be displayed on the front of the structure in the vicinity of the front door entry.
- b. Number at the Street Line. Where the structure is over 50 (fifty) feet from the edge of the road right-of-way, the assigned number shall be displayed on a post, fence, wall, the mail box, or on some structure at the property line adjacent to the walk or access drive to the numbered structure.
- c. Size and Color Number. Numbers shall be a minimum 4 inches high and be of a contrasting color to its background.
- d. Every person whose duty is to display the assigned number shall remove any different number which might be mistaken for, or confused with, the number assigned in conformance with this ordinance.
- e. Interior location. All residents and other occupants are requested to post their assigned number and road name adjacent to their telephone for emergency reference.

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### **Section 7. New Developments and Subdivisions**

All new construction and subdivisions shall be named and numbered in accordance with the provisions of this ordinance and as follows:

- a. **New Construction**. Whenever any residence or other structure is constructed or developed, it shall be the duty of the new owner to procure an assigned number from THE SELECTMEN. This shall be done at the time of the issuance of the building permit.
- b. **New Subdivisions**. Any prospective subdivider shall show a proposed road name and lot numbering system on the pre-application submission to the PLANNING BOARD. Approval by the PLANNING BOARD after consultation with THE SELECTMEN, shall constitute the assignment of road name and numbers to the lots in the subdivision. On the final plan showing proposed roads, the applicant shall mark on the plan, lines or dots, in the center of the streets every 50 feet so as to aid in the assignment of numbers to structures subsequently Constructed.

### **Section 8. Effective Date**

**This amended ordinance shall become effective as of the April 3, 2010 Annual Town Meeting. It shall be the duty of each property owner to post new property numbers, in accordance with this ordinance, on the stated date of effective use. On new structures, numbering will be installed prior to final inspection or when the structure is first used or occupied, whichever comes first.**

### **Section 9. Enforcement**

- a. **When it has been brought to the attention of the Addressing Officer that an officially issued E-911 address number and/or road sign is missing, incorrect or not visible from a distance of 50Ft. from the street, the Addressing Officer shall notify, in writing, the property owner of the violation. If no action has been taken within 30 days, then notification shall be sent by Certified Mail. Notification shall also be given verbally whenever possible but does not eliminate the requirement for the addressing officer to notify the property owner via Certified Mail. The Addressing Officer shall order placement of the assigned E-911 number and shall explain the penalties, as noted in Section b for noncompliance as applicable to the property.**
- b. **If the property owner does not comply within (5) five business days from receipt of the warning letter they shall be fined \$50.00 plus an additional \$5.00 for each day the violation continues thereafter. The above shall be enforced by the Blue Hill Board of Selectmen.**