

Chapter 7

Addressing Ordinance

TABLE OF CONTENTS
ADDRESSING ORDINANCE

- Section 1. Purpose
- Section 2. Authority
- Section 3. Administration
- Section 4. Naming System
- Section 5. Numbering System
- Section 6. Compliance
- Section 7. New Developments and Subdivisions
- Section 8. Effective Date
- Section 9. Enforcement
- Section 10. Severability

ADDRESSING ORDINANCE for the Town of Bradley

Section I. Purpose

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

Section II. 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 30A- M.R.S.A. Section 3001.

Section III. Administration

This ordinance shall be administered by the Town Council who is 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 IV. and V. The Town Council 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 IV. Naming system

All roads that serve two or more properties shall be named regardless of whether the ownership is public or private. 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 more or less permanent structure has been erected or could be placed. A road name assigned by the Town of Bradley 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 should have similar-sounding names (e.g., Beach Street and Peach Street).
- c. A named road should be essentially without gaps
- d. Road names should only change when there is a substantial intersection or at

municipal boundaries.

- e. When needing to name a road with two names in different sections, the name of the road that is used for the longest distance or is most heavily traveled should be kept.
- f. Road names should be assigned based on traffic patterns. When a road forks into two roads, the fork with the higher traffic volume should continue with the same name.

Section V. Numbering System

Numbers shall be assigned every 50 feet along both sides of the road, 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 from Milford/Bradley townline proceeding South Westerly. 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 can not 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 VI. Compliance

All owners of structures shall, by the date stipulated in Section VIII, 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 of 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 or entry.
- b. *Number at the Street Line.* Where the structure is over 50 (fifty) feet of ~~from~~ the edge of the road right-of-way, the assigned number shall be

displayed on a post, fence, wall, the mailbox, or on some structure at the property line adjacent to the walk or access drive to the numbered structure.

- c. *Size and Color of 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.

Section VII. 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 structure is constructed or developed, it shall be the duty of the new owner to procure an assigned number from Town Council or its designee. 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 Town Council or its designee, shall constitute the assignment of road names 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 VIII. Effective Date

This ordinance shall become effective for the purpose of its implementation on the date of its adoption by the Town Council. It shall become fully effective only after all of its provisions have been fulfilled including notification to each property owner and the Post Office by mail as to each new address. It shall be the duty of each property owner to comply with the provisions of this ordinance, including the posting of new property numbers, within thirty (30) days following notification. On new structures, numbering

must be installed prior to final inspection or when the structure is first used or occupied, whichever comes first.

Section IX. Enforcement

- a. **Code Enforcement Officer:** The Code Enforcement Officer of the Town of Bradley shall have the responsibility of enforcing this ordinance. If the Code Enforcement Officer shall find that any provision of this ordinance is violated, he shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it. A copy of such notices shall be maintained as a permanent record.

- b. **Legal Action:** When the above action does not result in the correction or abatement of the violation, the Town Council, upon notification from the Code Enforcement Officer, is hereby authorized to institute any and all actions and proceedings, either legal or equitable, including actions seeking injunctions of violations and the imposing of fines, that may be ordinance in the name of the town.

- c. **Penalty:** Any person, including, but not limited to a landowner, a landowner's agent or a contractor, who violates any provision of this ordinance shall be penalized in accordance with 30-A, M.R.S.A. Section 4452, as now existing or subsequently amended.

In addition, the Town of Bradley shall be entitled to all of the relief, including its costs and legal fees as allowed by said section 4452. Notwithstanding any provision to the contrary, including the provision of 30-A.M.R.S.A. Section 4452, as now existing or amended in the future, the Town of Bradley shall be entitled to judgment against any violator for its costs, expert witness fees, code enforcement expenses and attorney's fees incurred in enforcing this ordinance.

Section X. Severability

Should any section or provision of this ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this ordinance.