

Town of Madison, New Hampshire Enhanced 911 Emergency Response Ordinance

Naming and Numbering
Of
Public and Private Streets

AUTHORITY

The authority for this action is derived from RSA 231:133 and RSA 231:133-a

PURPOSE

The purpose of this ordinance is to establish a uniform system of numbering of addressable structures located within the Town of Madison and to identify the locations and names of all streets and roads to promote the expeditious emergency response system and provide a consistent system for mailing addresses.

DEFINITIONS

Street: A term used by NH RSA's to describe and be interchangeable with any highway, road, right-of-way, avenue, lane, private way or paved/gravel/dirt thoroughfare.

Addressable Structure:

- Residential – structure having sleeping quarters, kitchen and toilet facilities.
- Business – structure used for a business enterprise having a wired telephone. A business enterprise may be comprised of several buildings on the same site.

ADMINISTRATION

This ordinance shall be administered by the Board of Selectmen and the Code Enforcement Officer.

ASSIGNMENT OF STREET NAMES

Every street serving more than two structures, shall have a name which will be designated by the Selectmen in accordance with the provisions of RSA 231:133-a as enacted.

No name for a street shall be selected which is already in use or which is confusingly similar to any other existing name (regardless of the use of a suffix such as avenue, boulevard, etc.) or which otherwise might delay the locating of any street in an emergency.

The Town of Madison is only responsible to place road signs on Town roadways or at any point where a private road and a Town or State roadway intersects. Property owners or property owner associations are responsible for installing road signs on private roads in the manner specified by RSA 231:133 and other applicable statutes.

NUMBERING SYSTEM

The numbering begins with each street's starting point as designated by the Selectmen.

Numbers on the left hand side will be odd, numbers on the right will be even.

Numbering is done by measuring the amount of feet from the primary intersection rounding to the nearest 10th.

Numbering cul-de-sacs shall proceed from the right side of the collector street and continue from right to left around the cul-de-sac, unless the potential exists for the road to be extended, in which case the numbers shall be assigned according to the normal system.

Numbers are assigned at the intersection of the driveway of the addressable structure and the roadway.

Unauthorized Building Numbers – No person shall affix or allow to remain upon any building in the Town of Madison, any different number from the one designated by this ordinance, with the exception of dates affixed for historical purposes.

PROCEDURES

All owners of addressable structures within the Town of Madison shall affix the assigned number in accordance with this section.

All properties with addressable structures shall display the assigned street number so as to be readily visible from the street.

For addressable structures visible from the street (less than 50 feet) the number shall be conspicuously displayed on that side of the structure that faces the street.

For addressable structures not visible from the street or greater than 50 feet from the street, the assigned number shall also be conspicuously displayed at the point of entry to the property so as to be visible on a year round basis. The preferred method is on both sides of the mailbox. If the mailbox is not visible from the street then the number shall be displayed on a signpost or other similar structure at the point of entry to the addressable structure.

All street numbers shall be reflective and on a contrasting background. They shall be a minimum of 3" high and 2 ½" wide.

NEW BUILDINGS AND SUBDIVISIONS

Numbers will be assigned to new construction when the driveway permit or building permit is issued whichever comes first.

PENALTIES

The owner of any structure existing as of the date of this ordinance who shall fail to procure and affix street numbers as assigned by the Board of Selectmen after the **effective date of January 1, 2006** shall be subject to a fine of not more than one dollar (\$1.00) for each day of non-compliance. Fines shall begin to accrue upon the issuance of a written Notice of Violation to the owner, and end at such time as the violation ceases.

APPEALS

Any property owner aggrieved by the implementation or administration of the provisions of this ordinance may appeal to the Board of Selectmen. All appeals shall be in written form setting forth the basis for the appeal. All appeals shall be acted upon in a timely manner.

ROAD NAME CHANGE POLICY

Property owners who desire to change the name of a private roadway in the Town of Madison shall present a written request to the Board of Selectmen. The applicant must have their residence, commercial, or other property located on that private roadway.

Road name requests must be made by April 1 in order to be installed by August 31 of the year in which the request was made. Requests made after April 1 will be installed by August 31 of the following year.

The individual requesting the change must submit 3 possible names to the Selectmen who shall choose the final road name from those submitted.

Upon approval, the individual requesting the name change shall pay to the Town of Madison a one time fee of three hundred dollars (\$300.00). This fee will help defray the Town's costs, including but not limited to: cost of the sign, installation of new road sign, mapping changes on Tax Maps and E-911 Maps by the mapping company (road may be included on more than one map page), notifications of all departments (police, fire, rescue, highway department, Verizon, E911 Office), updating all map booklets issued (fire and rescue members, Conway and Ossipee Dispatches, Ambulance services, Highway department), updating tax card file and computer data bases.

EFFECTIVE DATE

The above described ordinance shall take effect January 1, 2006.

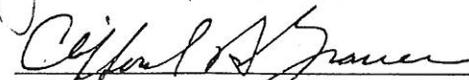
AMENDMENTS

This ordinance may be amended as provided under any and all applicable chapters of the Revised Statutes Annotated of New Hampshire.

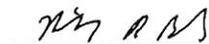
Board of Selectmen



John Arruda, Chairman



Clifford A. Graves



Michael R. Brooks