

## **Rockport E-911 Addressing Ordinance**

### **Section 1. Title**

This Ordinance shall be known as the "Rockport E-911 Addressing Ordinance".

### **Section 2. Purpose**

The purpose of this Ordinance is to enhance the easy and rapid location of structures by law enforcement, fire, rescue, and emergency medical services personnel in the municipality of Rockport.

### **Section 3. 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 4. Administration**

This ordinance shall be administered by the E-911 Coordinator who is authorized to assign road names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria in Sections 5 and 6. The E-911 Coordinator shall be responsible for maintaining the following official records of this ordinance:

- a. Municipal maps for official use showing road names and numbers.
- b. An alphabetical list of all property owners as identified by current tax 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.

The Rockport Town Manager shall designate the E-911 Coordinator, who is responsible for and authorized to provide all required addressing and database information to the state agency responsible for the implementation of Enhanced 911 service.

### **Section 5. Naming System**

All roads that serve two or more businesses or dwellings 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. A road name assigned by the municipality 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 (ex. Pine Road and Pine Lane)
- b. No two roads shall have similar-sounding names (ex. Beech Lane and Peach Lane).
- c. Each road shall have the same name throughout its entire length.

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### **Section 6. Numbering System**

The following criteria shall govern the numbering system:

- a. Numbers shall be assigned every 50 (fifty) 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, as the numbers ascend.
- b. All number origins shall begin from the Public Safety Building located at 85 Main St. or that end of a road closest to the designated origin. For dead end roads, numbering shall originate at the intersection of the adjacent road and terminate at the dead end.
- c. 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.
- d. Every structure with more than one principle use or occupancy shall have a separate number for each use or occupancy, i.e. duplexes will have two separate numbers; apartments will have one road number with an apartment number, such as 235 Maple Road, Apt 2.

### **Section 7. Compliance**

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

- a. **Number on the Structure or Residence.** Where the residence or 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 residence or structure in the vicinity of the front door or entry.
- b. **Number at the Road Line.** Where the residence or 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 residence or structure. Directional signage shall be used wherever a residence is situated so that it can not be plainly seen from road or driveway intersection points.
- c. **Size, Color, and Location of Number.** Numbers shall be of a color that contrasts with their background color and shall be a minimum of four (4) inches in height. Numbers shall be located to be visible from the road at all times of the year.

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- d. Proper number. Every person whose duty is to display an assigned number shall remove any different number, which might be mistaken for, or confused with, the number assigned in conformance with this ordinance.

### **Section 8. Subdivisions and New Construction**

All new subdivisions and new construction shall be named and numbered in accordance with the provisions of this Ordinance.

- a. New Construction: Whenever any residence or other structure is constructed or developed, it shall be the responsibility of the owner to obtain an entrance permit from the Planning Office and assigned street number from the E-911 Coordinator. This shall be done at the time of the issuance of the building permit
- b. New Subdivisions: The applicant for subdivision approval shall show a proposed road name on the Final Plan submission to the Planning Board. Final subdivision approval by the Planning Board, after confirmation from the E-911 Coordinator, shall formally establish the subdivision road names.
- c. Posting of New Numbers: Property owners are responsible for properly posting their assigned street number according to the provisions of Section 7.

