STREET NAMING AND NUMBERING ORDINANCE

SECTION 1 – PURPOSE

The purpose of this ordinance is to enhance the easy and rapid location of properties for the delivery of public safety, emergency services, postal delivery, and business delivery.

SECTION 2 – AUTHORITY

This ordinance is adopted pursuant to and consistent with the 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 E911 Officer or their designee who shall assign road names and numbers to all properties, both on existing and proposed roads and enter them into the current assessing and tax system and the official E911 database.

SECTION 4 – NAMING SYSTEM

All roads in the Town of Harrison that serve two or more addresses shall be named regardless of whether the ownership is public or private. A road name assigned by the town of Harrison shall not constitute or imply acceptance of the road as a public way. The following criteria shall govern the naming system:

A. Similar names – no two roads shall be given the same or similar-sounding names. (Beech/Peach)

B. Each road shall have the same name throughout its entire length.

SECTION 5 – NUMBERING SYSTEM

Numbers shall be assigned every 50 feet or less when deemed necessary along both sides of the road, with even numbers appearing on the left side of the street and odd numbers appearing on the right side of the street, determined by the number origin. The following criteria shall govern the numbering system.

A. All number origins shall begin from the designated center of The Town of Harrison or that end of the road closest to the designated center. 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 driveway of said structure.
C. Every structure with more than one principle use or occupancy shall have a separate number. (Duplexes may have two separate numbers; apartments will have one road number with an apartment number, such as 235 Maple Ridge Street, Apt 2).

SECTION 6- COMPLIANCE

In order for road naming and property numbering to be effective and Enhanced 911 to work, all owners of structures shall display and maintain in a conspicuous place on their structure the assigned numbers in the following manner:

A. Number on the Structure or Residence – When the residence or structure is within 50 feet of the edge of the road, the assigned number shall be displayed on the front of the residence in the vicinity of the front door or entry.

B. Number at the Street/Road – if the residence/structure is over 50 feet from the road, the number shall be displayed on a post, fence, wall, or mailbox adjacent to the walk or driveway of the residence.

C. Numbers shall be 4” to be clearly visible from the road/street and should contrast with the background colors.

D. All previous numbers must be removed from the house or structure.

E. It is suggested that all residents post their road name and number adjacent to the telephone for emergency reference.

SECTION 7 – NEW DEVELOPMENTS AND SUBDIVISIONS

A. NEW DEVELOPMENTS: Whenever any residence or other structure is constructed or developed, the new owner should procure an assigned number from the E911 Officer or their designees. This should be done when the building permit is issued.

B. NEW SUBDIVISIONS: Any prospective sub-divider shall show a proposed road name and lot numbering system at the pre-application meeting with the Planning Board. Before approval of the subdivision the Planning Board shall get approval from the E911 Officer or their Designees that the name of the street and the numbering of the lots complies with the Street Naming and Numbering Ordinance for the Town of Harrison.

SECTION 8 – SEVERABILITY

In the event that any provision of this Ordinance is found by a court of competent jurisdiction to be invalid, this finding shall not affect the remainder of this Ordinance.
SECTION 9 – EFFECTIVE DATE

This Ordinance shall be in full force and effect upon passage by a majority vote of the Legislative Body. It shall be the duty of the E911 Officer or designee to notify by mail each owner and the Post Office of the new addresses. Property owners shall comply with this Ordinance within 30 days of notification of their new address. On new homes numbers shall be installed before occupancy.

SECTION 10 – ENFORCEMENT

Enforcement of this Ordinance shall be the responsibility of the Code Enforcement Officer or their designee.

SECTION 11 – PENALTIES

Any person who, after being notified by the E911 Officer or designee, shall fail to comply with any of the provisions of this Ordinance within thirty (30) days specified in such notice, shall pay a fine of $5 per day of violation. This penalty shall not be deemed to be exclusive of any other appropriate legal or equitable action.

SECTION 12 – APPEALS

Any person who shall deem himself/herself aggrieved by the administration of this Ordinance or by the failure or refusal of the person authorized to enforce this Ordinance may appeal the decision in writing to the board of Selectmen of the Town of Harrison at any time within thirty (30) days of the date on the written notice of address change letter. Decision of the Board shall be final and binding.