

TOWN OF NORRIDGEWOCK  
STREET NAMING AND HOUSE NUMBERING ORDINANCE

ADOPTED AT A SPECIAL TOWN MEETING ON JUNE 19, 1994.

SECTION 1. PURPOSE

The purpose of this Ordinance is to establish an official street naming and house numbering method for the Town of Norridgewock that will provide an actual physical location, in conformity of address, between local property tax maps, mailing and other delivery services, enhanced 911 telephone system, and to assist emergency vehicles. This Ordinance is adopted pursuant to 30-A MRSA Section 3001 for the purpose of protecting public health, safety and welfare.

SECTION 2: AREA OF APPLICABILITY

This Ordinance shall apply to any street, building or vacant lot in the Town of Norridgewock.

SECTION 3: AUTHORIZATION

The Board of Selectmen or its designee shall have the sole authorization to assign numbers to any building or vacant lot within the boundary lines of the Town of Norridgewock. That number shall be the official address used for property identification on Town records. The Town Manager shall be designated as the Addressing Office with signatory powers.

SECTION 4: METHOD OF NUMBERING

All buildings within the Town of Norridgewock used as residences or businesses shall obtain an identifying number. It shall be the responsibility of the property owner to make known to the Addressing Officer the location of the building for addressing purposes. Numbers will assigned at 50 foot intervals according to the following:

- A. Beginning at the point of the road closest to the center of Town, designated as the Monument, numbers will proceed sequentially to the farthest point.
- B. All structures on the right side of the street/road will be assigned an odd number.
- C. All structures on the left side of the street/road will be assigned an even number.
- D. Where 2 or more structures fall on the same address point, the way accessing the distant structures shall be named and signed. (See Section 7).

## SECTION 5: NUMBERS AFFIXED TO BUILDINGS

Upon written notification to do so from the Board of Selectmen or its designee, the owner or occupant of any dwelling or business shall, within thirty (30) days, cause to be affixed to such dwelling or business, the designated number. The number shall be of reflective material, not less than three inches in height, and placed on the building in such a manner as to be plainly visible and legible from the street or to a person approaching from the street. Where the building is placed at such a distance from the street or road that a number placed on it is not visible, the number shall be placed on a post or other suitable object in such a manner as to be visible from the street, During the initial phase of numbering, the Town will provide appropriate numbers to all owners or occupants of record, and structures or replacements, shall be purchased by the owner or occupant but must conform in size and reflectivity. Any person who neglects or refuses so to number such structure or erects a number other than that assigned shall cause the proper number to be affixed at the expense of the owner or occupant.

## SECTION 6: NAME OF NEW STREETS

The Board of Selectmen or its designee shall have the sole authorization to provide the name of a new street that is to be maintained by the Town of Norridgewock. However, a subdivision street will also be subject to approval by the Planning Board.

## SECTION 7: PRIVATELY OWNED WAYS

All private roads or ways, serving two (2) or more numbered structures or providing access to other privately owned ways, shall be named, and approved by the Selectmen or designee.

## SECTION 8: ENFORCEMENT AND VIOLATION OF THIS ORDINANCE

The Code Enforcement Officer of the Town of Norridgewock shall have the responsibility of enforcing this Ordinance. The Town does not wish to impose fines for violation of this Ordinance. The numbering system will assist the Town in providing services, and failure to comply may make it more difficult to do so.

## SECTION 9: APPEAL

Any persons aggrieved by a decision of the code enforcement officer in the administration or enforcement of this Ordinance may appeal that decision to the Town of Norridgewock Board of Appeals at any time within thirty (30) days of notification of violation, by informing the Town Clerk, in writing, of said appeal.

**SECTION 10: VALIDITY, SEVERABILITY, AND CONFLICT WITH OTHER ORDINANCES**

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.

**SECTION 11: EFFECTIVE DATE**

This Ordinance shall become effective immediately upon adoption by vote of the municipal legislative body.