

Town of Mendon
Ordinance Regarding
Street Naming and Numbering

SECTION I - PURPOSE

In accordance with 24 V.S.A. §2291(16) the Board of Selectmen of the Town of Mendon hereby promulgate the following ordinance in order to maintain uniform street naming and street addressing throughout the Town of Mendon. The purpose of this ordinance is to enable people to locate addresses effectively for providing emergency services, mail delivery and private carrier deliveries.

SECTION II DEFINITIONS

EMERGENCY RESPONSE NUMBERING COMMITTEE A Committee appointed by the Board of Selectmen for the purpose of administering the provisions of this ordinance.

EXISTING PARCEL Each existing parcel, as designated on the property maps prepared by Cartographics, Inc. and on file at the Mendon Town Office,

STRUCTURE A structure is a building used as a residence or place of business, and any other building for which an easily locatable street address is required.

APARTMENTS A building under one ownership in which the rooms are arranged and rented as apartments.

RESIDENTIAL CONDOMINIUM COMPLEX A building with individual separately owned units in a multi-unit structure, usually with land owned in common.

STREET SIGNS All signs shall conform to State of Vermont Agency of Transportation guidelines for street signs.

TOWN ROAD A town road is a Class 1, 2, 3 or 4 highway or legal trail as defined by 19 V.S.A. §302.

PRIVATE ROAD is any road owned by an individual or group of individuals and not maintained by the Town of Mendon.

SECTION III STREET NAMING

Each public and private road shall be assigned a name by the Board of Selectmen after public input that is separate and distinct from any previously assigned name in the Town of Mendon.

SECTION IV GENERAL NUMBERING SYSTEM GUIDELINES

A uniform system of incremental numbering properties, as described herein, is hereby adopted for use by the Town of Mendon.

The numbering guidelines set forth in the Vermont Enhanced 9_1_1 Board Addressing Handbook, as amended, shall be used as a basis for the numbering of roads in the Town of Mendon.

The E911 Committee shall number parcels as necessary and update maps as necessary. Existing numbering of parcels not in conformity with this ordinance shall be changed to conform to the system herein adopted to maintain the integrity of the overall system and to protect public safety.

All public and private roads within the Town of Mendon serving three or more public or private structures shall be named and numbered. Roads serving less than three structures will have their structures numbered, but the road may or may not be named at the discretion of the E911 Committee.

Numbering on US Route 4 shall begin at Town Line Road and continue to the Killington Town Line. All other streets and road shall be numbered from a designated starting point, usually at the end of the road nearest the intersection of a larger road. All numbers will be assigned in accordance with the 5.28 incremental numbering system.

All numbers shall be established based on the location of the driveway accessing the property.

Apartment houses shall be numbered as follows: the apartment house shall be given one street number, and each individual apartment shall be given an apartment number. For example: 100 Anyroad, Apt. 1.

A residential condominium complex shall be numbered as follows: each condominium complex shall be given its own street number, and each condominium unit within the complex will be given a unit number. For example: 200 Anyroad, Unit 1.

SECTION V STREET SIGNS

The Board of Selectmen, upon adoption of this ordinance, shall institute a program for the installation and maintenance of Street Name Signs in accordance with the names established by this ordinance. Public road signs shall be installed and maintained to the highest degree possible allowed by budget considerations. Private road signs will be made available to residents for the actual cost (to the Town of Mendon) of the sign and installation. All signs shall conform to State of Vermont Agency of Transportation guidelines for street signs. All signs shall be installed in accordance with the Uniform Safety Control Device Manual.

SECTION VI POSTING OF DESIGNATED STREET NUMBERS

Number signs shall be provided at no cost to the property owners by the Town of Mendon.

Numerals indicating the official numbers for each structure shall be posted in a manner as to legible and distinguishable from the street on which the property is located. If the structure is situated in such a way that the numbers cannot be easily seen from the roadway in front of said structure then a sign or number post must be used in front of the structure and placed in such a way that it can be easily seen from the roadway.

The owner, occupant or person in charge of any structure to which a number has been assigned will be notified by the Town of Mendon of the number assigned.

Within sixty days after the receipt of such notification from the Town of Mendon, the owner, occupant or person in charge of a structure to which a number has been assigned shall affix the number to the structure, if visible from the road, or to a sign or number post if not visible from the road, in such a way that the numbers can be clearly seen from the road.

It shall be the duty of such owner or occupant or person in charge thereof upon affixing the new number to remove any different number which might be mistaken for, or confused with, the number assigned to said structure by the Town of Mendon.

No building permit shall be issued for any principal building until the owner or developer has procured from the Town of Mendon the official number of the premises. Final approval of the Certificate of Occupancy of any principal building erected or repaired after the effective date of this ordinance shall be withheld until permanent and proper numbers have been display in accordance with the requirements of Section IV above.

SECTION VII DESIGNATION AS A CIVIL ORDINANCE; ADDITIONAL REMEDIES

For the purposes of 24 V.S.A. §1971 this Ordinance is designated as a civil Ordinance.

In addition to the remedies provided herein or otherwise available at law, this ordinance may be enforced pursuant to 20 V.S.A. §3550, as amended, or 24 V.S.A. §1974(a), as amended, at the election of any Enforcement Official who shall be, and is hereby, designated as the issuing municipal official for the purpose of pursuing civil remedies under 24 V.S.A. §1977(b) et seq., as amended. If the Enforcement Official seeks to enforce this ordinance pursuant to 20 V.S.A. §3550, as amended, said official shall notify the Selectboard of this election, who shall forthwith issue the notice as required by 24 V.S.A. §3550(e), as amended.

SECTION VIII CIVIL PENALTIES

In the event that the owner or occupant or person in charge of any structure refuses to comply with the terms of this ordinance by failing to affix the number assigned within sixty (60) days after notification, or by failing, within said period of sixty (60) days to remove any old numbers affixed to such house, house entrance or elsewhere, which may be confused with the number assigned thereto, the following penalties will be assessed.

A fine of \$50.00 for the first and second violation, \$75.00 for the third violation, and \$100.00 for each violation thereafter.

Each day that the violation continues shall constitute a separate violation.

A waiver fee of one-half the civil penalty to which an owner or keeper is subject shall be assessed for those owners or keepers who admit or do not contest the ordinance violation, which amount and the date for acceptance of the waiver fee shall be affixed to the complaint or notice.

There shall be a \$500.00 fine for any vandalism (stealing, defacing or destroying) of public signs within the Town of Mendon.

SECTION IX SEVERABILITY

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

Amended and adopted on this 13th day of November, 2006

/s/ Barry Isaacs

/s/ Betsy Gray

/s/ Bert Winans

Petition Deadline 12/27/06

Effective Date 1/12/07

