

# Town of Charlotte

## Ordinance Regarding Street Naming and Addressing

### SECTION I - PURPOSE

- ◆ In accordance with 24 V.S.A. § 2291 (16) The Board of Selectmen of the Town of Charlotte hereby establish the following ordinance regarding Street Naming and Street Addressing.
- ◆ The purpose for this ordinance is to establish a uniform street naming and addressing system throughout the Town of Charlotte to: 1) enable emergency services to find and arrive at a scene more quickly; 2) permit faster deliveries; and 3) permit the implementation of 911 emergency calling.

### SECTION II - STREET NAMING

- ◆ Every Street, both public and private, serving three or more buildings or properties used for residential or commercial purposes shall be assigned a name. All presently known streets in the Town of Charlotte will be named as set forth in the appended exhibit A. All future Streets will be provisionally assigned a name by the developer at the time the street is laid out. Provisional names will be subject to review by the Charlotte Fire Department and final approval by the Charlotte Board of Selectmen at a duly warned meeting.

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- ◆ All Street names must be separate and distinct. No future Street name can be the same as any previously used name in the Town of Charlotte nor can it be a homonym thereof. The Board of Selectman can, after a duly warned meeting at which public input is permitted, change the name of any named public or private Street when necessary to promote public welfare and safety.

### SECTION III - ADMINISTRATION

- ◆ A uniform system of numbering buildings in the Town of Charlotte will be maintained by the Charlotte Planning and Zoning office in accordance with this ordinance.
- ◆ The requester of any building permit for a commercial or residential unit shall, in the application therefore, furnish a proposed street address for the structure described in the application.
- ◆ No Building Permit shall be issued prior to the assignment of an approved street name or number.

### SECTION IV - NUMBER GUIDELINE

- ◆ All streets, in the Town of Charlotte shall be measured in segments of 1/1000th of a mile (5.28 feet) from a designated starting point, usually the intersection of the street with another street. Each 5.28 foot segment shall be assigned a unique number beginning with the number 1 for the first segment. Odd numbers shall be assigned to the left side of the street and even numbers to the right side of the street.

- ◆ All numbers shall be established based on the position of the front entrance of the building where it enters on the street or on the center of the driveway accessing such building.
- ◆ Every building shall have the number thereof properly affixed thereto. Such number shall be affixed on or near the front entrance of the building if such number is visible and readable from the street. Any such number must be at least three (3) inches high and it is recommended that they be reflective. If the building or the numbers affixed thereto are more than 50 feet from the street or are not visible or readable from the street the number thereof shall be posted at the intersection of the driveway or entrance thereto with the street.
- ◆ All buildings, unless otherwise defined below, having a unique entrance directly onto the street shall have a unique number assigned thereto.
- ◆ Any building having a common entrance shall be given a single street address and any offices or apartments therein shall be given a distinctive suite or apartment number. ( e.g. 1 Main Street - Suite 1 or 1 Main Street - Apartment 1. )

#### SECTION V - DEFINITIONS

- ◆ For purposes of this ordinance the word Street will mean any street, road, highway, lane, circle, boulevard, drive, row, court or other thoroughfare or access serving three or more distinct or detached commercial or residential units laid out in the Town of Charlotte.

## SECTION VI - STREET SIGNS

- ◆ The Board of Selectmen, upon adoption of this ordinance, shall establish the type, design and form for all street signs in the Town of Charlotte and shall institute a program for the Road Commissioner to install all such signs, on all streets, both public and private, in accordance with the Manual on Uniform Traffic Control Devices for Streets and Highways.
- ◆ The record owners of each home located on a private street will be assessed their proportionate share of the cost of installing and maintaining such sign on the street.

## SECTION VII - ENFORCEMENT

- ◆ The Zoning Administrator will enforce this ordinance.
- ◆ There will be a \$250.<sup>00</sup> fine for any vandalism ( stealing, defacing, or destroying) of street signs in the Town of Charlotte.
- ◆ If any person fails or neglects to post their street number in the manner set forth in this ordinance for a period of seven days after being notified in writing that such a sign is required they shall be fined \$10<sup>00</sup> for each day they neglect or fail to erect such a number. Each day shall constitute a separate offense.

## SECTION VIII - PUBLIC NOTICE AND IMPLEMENTATION

- ◆ The Town of Charlotte shall make reasonable efforts to ensure that the public is notified of the existence of this Street Naming and Street Addressing ordinance.

- ◆ The Town of Charlotte shall make reasonable efforts to ensure that each property owner is notified of his street name and building number.

SECTION IX - SEVERABILITY

- ◆ If any portion of this Ordinance or Amendment thereto is held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance or amendments thereto shall not be affected.

**IMPOSED A 5-YEAR MORATORIUM ON ROAD NAME CHANGES IN CHARLOTTE**

THIS ORDINANCE IS HEREBY ADOPTED BY VOTE OF THE BOARD OF SELECTMEN OF THE TOWN OF CHARLOTTE ON THIS DAY 14TH OF FEBRUARY, 1996 AND SHALL, UNLESS A PETITION IS FILED AS PROVIDED BY LAW, BECOME EFFECTIVE UPON THE EXPIRATION OF SIXTY (60) DAYS AFTER SAID DATE.

Signed

Board of Selectmen

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Maurice Harvey, Chair

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John Hammer III

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Robert Mack, Jr.

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Daniel C. Palmer

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Edward Stone