

TOWN OF WEBSTER, NEW HAMPSHIRE 03303
STREET NUMBERING ORDINANCE

HEARING DATE: February 13, 1996
ADOPTED DATE: February 13, 1996
EFFECTIVE DATE: Immediately

SECTION I. PREAMBLE

Acting upon the authority granted by any and all applicable chapters of the Revised Statutes Annotated of New Hampshire, the Town of Webster, New Hampshire Board of Selectmen, hereinafter referred to as the Board, adopt the following Ordinance, establishing a procedure for administration and enforcement of a uniform addressing system for residential, multifamily, and commercial structures within the Town of Webster, New Hampshire.

SECTION II. PURPOSE

- A. To establish a uniform system of numbering for primary buildings.
- B. To promote efficiency in locating primary buildings.
- C. To provide a more expedient emergency response.
- D. To provide a consistent system to establish mailing addresses.

SECTION III. PARTIES AFFECTED

Primary buildings within the corporate limits of the Town of Webster, New Hampshire shall hereafter be identified by reference to the uniform numbering system as promulgated or amended by the Board of Selectmen.

Primary buildings are defined as: For residential property, the building in which people actually reside as opposed to garages, sheds, barns, etc. For business property, the building from which the business is principally conducted and administered, usually the building where the office is located and/or which is most likely to have persons walking in it during business hours.

SECTION IV. NUMBERING SYSTEM

- A. The Board shall, under the provision of RSA 231:133-a, assign all residential, multifamily, and commercial structures existing as of the time of adoption of this Ordinance, a street number and shall hold in reserve numbers for future use to be assigned by the Board or its agent.
- B. All primary buildings on the left side of the street will have odd numbers.
- C. All primary buildings on the right side of the street will have even numbers.
- D. One odd or one even will be assigned to each twenty five foot interval of road frontage.

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- E. If a primary building has several possible numbers due to extensive road frontage on more than one road, then the assigned number will be at the discretion of the Board or its agent.
- F. Duplexes, Multi-family complexes, mobile home parks, condominiums, seasonal campgrounds and cottage colonies shall be assigned only one number to the primary entrance onto the street. Units shall be internally numbered according to a logical pattern and manner as approved by the Board or its agent.
- G. Corner lots shall be assigned the appropriate street numbers which corresponds to the street on which the building faces or the street from which access is obtained.

SECTION V. PROCEDURES

- A. All owners of primary buildings within the corporate limits of the Town of Webster shall affix, or cause to have affixed, the assigned street number in accordance with this section.
- B. All properties with primary buildings shall display the assigned street number or script equivalent so as to be readily visible from the street.
 - 1. For primary buildings readily visible from the street, the number(s) shall be conspicuously displayed on the side of the building which faces the street.
 - 2. For primary buildings not readily visible from the street, the assigned street number(s) shall be conspicuously displayed at the point of entry to the property, so as to be visible on a year-round basis. The preferred method of display at the point of entry shall be on the travel side of the mailbox. However, if a mailbox is not located at the point of entry, or if there is no mailbox, then the assigned street number shall be displayed on a sign post or by similar means at the point of entry.
 - 3. Primary buildings visible from the street and accessed by a common drive shall display the assigned street number(s) on the primary buildings. If the primary buildings on a common drive are not visible from the street, then each assigned street number will be displayed at the street end of the drive so as to be visible on a year-round basis.
- C. All street numbers, whether displayed on primary buildings, mailboxes, or signs at driveway entrance, shall be of a contrasting color to the means of support.
- D. All street numbers displayed on primary buildings or property shall be at least (3") inches in height. The size of numbers placed on mailboxes shall be at least (2 1/4") inches in height or equivalent to the numbers supplied by the Town.

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SECTION VI. NEW BUILDINGS AND SUBDIVISION

- A. Whenever a primary building or occupied structure shall be erected or located in the Town of Webster, designated numbers shall be assigned and affixed upon said building as provided

SECTION VII. PENALTIES

- A. Display of any number other than a town-assigned number will be considered a violation of this ordinance.
- B. The Board reserves the right to issue a warning to any Webster resident for non-compliance.
- C. Any existing residence, at the time of the effective date, not in compliance with this ordinance within six months of its adoption will be subject to a fine of not more than \$25.00 per day. Resident will also be responsible for any and all Court Fees. Fines shall begin to accrue upon the issuance of a written *Notice of Violation* to the owner, and end at such time as the violation ceases.

SECTION VII. APPEALS

- A. Any person aggrieved by this Ordinance shall have the right to file a written petition with twenty (20) days of the receipt of the number assignment. Petitions shall be filed with the Board and a hearing shall be held within thirty (30) days of the receipt of such petition.

SECTION VIII. AMENDMENTS

- A. This Ordinance may be amended as provided under any and all applicable chapters of the Revised Statutes Annotated of New Hampshire.

ADOPTION DATE:

Normandie Blake, Chairman Board of Selectmen

Robert Drown, Board of Selectmen

David Batchelder, Board of Selectmen