

Street Naming and Street Addressing Ordinance
Town of Warren
Revised 11/2/04

Pursuant to 24 VSA, Chapter 59, SS1971 et seq., the Warren Selectboard at a meeting November 22, 1995, upon motion duly made and seconded, unanimously adopted a Street Naming and Street Addressing Ordinance:

Section 1 Purpose

In accordance with 24 VSA, Chapter 61 Section 2291 (16) the Board of Selectmen of the Town of Warren hereby establishes the following civil ordinance in order to develop a more uniform street naming and street addressing system throughout the Town of Warren to enable people to locate addresses effectively for providing emergency services and deliveries and thereby promote the health and safety of the public.

Section 2 Naming

Each street or road, whether public or private, which provides access to more than one residence or business shall be assigned a name by the Board of Selectmen that is separate and distinct from any previously assigned name in the Town of Warren. The Board of Selectmen may change the names of street within the town when necessary to promote public welfare.

Section 3 General Numbering System Guidelines

Highways to be officially named by the Board of Selectmen of the Town of Warren shall be measured in segments of fifty-eighty 5.28 feet from a starting point designated by the Board of Selectmen.

Numbering of residences and businesses shall begin from the designated starting point commencing with low numbers and increasing as they proceed away from the designated starting point. Beginning at the designated starting point, 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 assigned in relation to the center of a driveway or entrance to a location where possible, however, the center of a structure could be used as a point of numbering. Numbers shall be reserved to provide for future numbering of developable property.

Section 4 Posting of Designated Street Address

(a) The owner or occupant or person in charge of any house or building to which a number has been assigned will be notified by the Board of Selectmen of the number assigned to the same at any time after the adoption of this ordinance.

(b) Within sixty (60) days after the receipt of such notification from the Board of Selectmen, the owner or occupant or person in charge of a house or building to which a number has been assigned shall affix the number to the structure. Numerals indicating the official numbers for each building shall be posted in a manner as to be legible and distinguishable from the street on which the property is located, with letters painted or applied, of a contrasting color to the background, of not less than two inches (2") in height. If a building or dwelling is situated in such a way that the number can not 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. It shall be the responsibility of the owner or occupant or person in charge of any structure to maintain the sign or number post in a good state of repair.

c) It shall be the duty of such owner or occupant or person in charge there of 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 Board of Selectmen.

d) Each building shall display the number assigned to the frontage on which the front entrance is located. A multiple unit structure (two or more units), whether owned by one or more persons or entities, shall display one number for the principal building, to be placed in such a manner as to be visible from the road. Each unit in the multiple unit structure shall affix a letter or number suffix at or near the front door of the unit. (Example: Unit #1 at Forum Townhouses might be 26 village road, unit #1 or 26 Village Road, Forum Unit #1. The number "1" would be affixed at or near the front door of the unit.)

Section 5 New Structures

No building permit shall be issued for the construction or reconstruction of any building until the owner or developer has procured from the Board of Selectmen of the Town of Warren the official number of the premises. The owner or developer shall be required to display the official number of the premises on a sign or number post placed in such a way that it can be easily seen from the roadway prior to the commencement of construction. The owner or occupant or person in charge of any building shall display the official number of the premises in a permanent fashion pursuant to Section 4 hereof within sixty (60) days of completion of construction.

Section 6 Penalties

In the event that the owner or occupant or person in charge of any house or building 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 or building or elsewhere, which may be confused with the number assigned thereto a fine of \$10.00 for each day of non-compliance with the terms hereof shall be levied against the property owner. In addition, the Board of Selectmen or its agents or employees shall have the authority to enter the premises of any house or building not in compliance with the terms of this ordinance and install a sufficient sign or numbering post in accordance with the provisions hereof and to charge the property owner all reasonable costs and expenses associated therewith.

Section 7 Severability

In the event that any provision of this ordinance shall be found invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions which can be given effect without the invalid provisions.

THEREUPON, upon Motion duly made and unanimously VOTED:

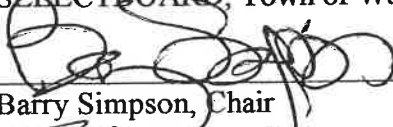
The Selectboard ordered the said Ordinance be printed in the Minutes of said meeting and that the ordinance be posted in at least five (5) conspicuous places within the municipality within fourteen (14) days of said 22nd day of November, 1995 and in the Valley Reporter, a newspaper published in Waitsfield, Vermont.

Thereupon, upon Motion duly made and seconded, it was unanimously VOTED: That said ordinance shall become effective sixty (60) days from said 22nd day of November, 1995 unless a Permissive Referendum is called for in accordance with 24 VSA, Section 1973.

Citizens may require a Permissive Referendum--that is, a vote on the Ordinance--at the annual or special Town Meeting by means of a petition signed by not less than five per cent of the qualified voters of the municipality and presented to the Selectboard or Town Clerk within 44 days following the date the Ordinance was adopted. The Selectboard shall schedule the vote within 60 days from the date the petition is received.

The Ordinance may be reviewed by the public at the Town Clerk's Office between 9:00 a.m. and 4:30 p.m., Monday through Friday. Town Clerk Reta Goss or Administrative Assistant Carol Groom may be contacted at the Town Clerk's office (496-2709) to answer questions about the ordinance.

SELECTBOARD, Town of Warren



Barry Simpson, Chair


Ken Blair


Mac Rood


Mike Brodeur


Steve Butcher

Warren Town Clerk
received for record
Nov 10, 2004 at 10 AM

Warren Town Clerk