

911 Ordinance
Town of Sullivan
Adopted June 30, 1997
Amended, June 26, 2002

Section 1 **Purpose:**

The purpose of this ordinance is to enhance the easy and rapid location of properties by law enforcement, fire, rescue, and emergency medical services personnel in the Town of Sullivan.

Section 2 **Authority:**

This ordinance is adopted pursuant to and consistent with the Municipal Home Rule Powers as provided for in Article VIII, Section 1 of the Constitution of the State of Maine and title 30-A, M.R.S.A., Section 3001.

Section 3 **Administration:**

This Ordinance shall be administered by the Addressing Officer, who shall be appointed by the Board of Selectmen, for a period of one (1) year. The Addressing Officer shall be authorized to, and shall assign names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria in Section 4 and 5 of the Addressing Guidebook. The Addressing Officer shall also be responsible for maintaining the following official records of this ordinance.

Section 4 **Naming System:**

All roads that serve two or more properties shall be named regardless of whether the ownership is public or private. A “road” refers to any highway, road, street, avenue, lane, private way, or similar paved, gravel or dirt thoroughfare. “Property” refers to any property on which a more or less permanent structure has been erected or could be placed. A road name assigned by the Town of Sullivan shall not constitute or imply acceptance of the road as a public way. The following criteria shall govern the naming system.

- a. **No** two roads shall be given the same name (e.g., no Pine Road and Pine Lane).
- b. **No** two roads should have similar-sounding names (e.g., Beech Street and Peach Street).
- c. **Each** road shall have the same name throughout its entire length, unless found to be inappropriate.

Section 5 Number System:

Number shall be assigned every 50 (fifty) feet along both sides of the road, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, determined by the number origin. (The frontage interval may vary, depending upon the proximity of the buildings, such as trailer parks, seasonal dwellings, over-night cabins, etc.)

The following criteria shall govern the numbering system:

- a. All number origins shall begin from the Sullivan end of the “Singing Bridge”, (Hancock/Sullivan Bridge). For dead end roads, numbering shall originate at the intersection of the adjacent road and terminate at the dead end.
- b. The number assigned to each structure shall be that of the numbered interval falling closest to the front door. If the front door cannot be seen from the main road, the number shall be that of the interval falling closest to the driveway of said structure.
- c. Every structure with more than one principle use or occupancy have a separate number for each use or occupancy. (i.e. duplexes will have two separate numbers; apartments will have one road number with an apartment number such as 235 Maple Street, Apt 2).

Section 6 Compliance:

All owners of structures shall, by the date stipulated in Section 8, display and maintain in a conspicuous place on said structure, the assigned number (s) in the following manner:

- a. Number on the Structure or Residence: Where the residence or structure is clearly visible, within **50** (fifty) feet of the edge of the road right-of-way, the assigned number shall be displayed on the front of the residence or structure, preferably above the front door/entry point. If the residence or structure is within **50** (fifty) feet of the edge of the road right-of-way, but is **NOT** clearly visible, then paragraph “**b**”, below would apply.
- b. Number at the Street Line: Where the residence or structure is over 50 (Fifty) feet from the edge of the road right-of-way, or the front door /entry point can not be clearly observed within **50** (fifty) feet of the edge of the road right-of-way (para. “**a**” above, the assigned number (s) shall be displayed on a post, fence, wall, the mail box (consult your delivery postmaster if you wish to use your mail box) or on some structure at the

Property line next to the walk or access driveway to the residence or structure. The number (s) must be attached in an appropriate manner as to allow the number (s) to be easily observed from an emergency vehicle. The Town recommend that there be a minimum height of 38-44 inches of clearance from the surface of the ground to the bottom of the number (s). If number (s) are being attached to a mail box which has yet to be installed, you must contact your Postmaster as to the proper installation requirements.

- c. Size and Color of Number (s): The number (s) shall be a minimum of 4 (four) inches in height and must be of a color which will contrast with material to which it is attached, such as black numbering on a white background, etc. All numbering shall be in accordance with **Section 6**, paragraphs “a” and “b”.
- d. Every person whose duty is to display the assigned number (s), shall remove any different number (s) that might be mistaken for, or confused with, the number (s) assigned in conformance with this ordinance.
- e. Interior Location: All residents and other occupants are requested to post the assigned number (s) and road name next to their telephone for emergency reference.

Section 7 New Construction and Subdivision:

All new construction and subdivisions shall be named and numbered in accordance with the provisions of this ordinance and as follows:

- a. New Construction: Whenever any residence or other structure is constructed or developed, it shall be the duty of the new owner to obtain an assigned number (s) from the Addressing Officer. This shall be done at the time of the issuance of the building permit.
- b. New Construction: Any prospective subdivider shall show a proposed road name and lot numbering system of the pre-application submission to the Planning Board. Approval by the Planning Board, after consultation with the Addressing Officer, shall constitute the assignment of road names and number (s) to the lots in the subdivision. On the final plan showing proposed roads, the applicant shall mark on the plan, lines or dots, in the center of the streets every 50 (fifty) feet to aid in assignment of number (s) to structures subsequently constructed.

Section 8 Effective Date:

This ordinance shall be effective as of June 30, 1997. It shall be the duty of the Addressing Officer to notify by mail each property owner and the Post Office of a new address at least **30** (thirty) days before the effective date of its use. It shall be the duty of each property owner to comply with this ordinance, including the posting of new property number (s), within **30** (thirty) days following notification. On new structures, numbering will be installed before final inspection or when the structure is first used or occupied, whichever comes first.

Section 9 Enforcement:

- A: Failure to comply with any of the provisions of this ordinance shall be deemed a violation and the violator shall be liable to a fine of not more than **\$100.00**, and each day such violation continues shall constitute a separate violation. Such fines shall be levied by the Selectmen.

- B. Theft of a town road sign (s) will result in a fine. Any person (s) found to be in possession of a town road sign (s) shall be liable to a fine of not less than **\$500.00** per incident.

SULLIVAN TOWN ORDINANCES
ARE AVAILABLE
FOR PUBLIC VIEWING

PLEASE ASK AT THE FRONT DESK

1. 911 ORDINANCE
2. ALEWIVE ORDINANCE
3. BARKING DOG
4. BUILDING CODE ORDINANCE
5. CABLE TELEVISION
6. CULVERT INSTALLATION
7. EMERGENCY MGMT RESPONSE
8. FLOODPLAIN MANAGEMENT
9. HARBOR MANAGEMENT
10. HEAVY LOAD ORDINANCE
11. JUNKYARD & AUTO GRAVEYARD
12. MUNICIPAL FIRE & RESCUE DEPARTMENT
13. MUNICIPAL PLANNING BOARD
14. PARKING & TRAFFIC CONTROL
15. NOISE, PROHIBITING UNNECESSARY
16. RV /CAMPGROUND/MOBILE PARK
17. REGIONAL SHELLFISH CONSERVATION
(FRENCHMAN BAY)
18. RENTAL HOUSING
19. SHORELAND ZONING
20. SIGN ORDINANCE
21. SOLID WASTE DISPOSAL
22. SPECIAL AMUSEMENT
23. SUBDIVISION REGULATION
24. TOWER ORDINANCE
25. WELL DRILLERS/PUMP INSTALLERS