

TOWN OF SUNDERLAND
Ordinance Regarding
Street Naming and Street Addressing

Section I - Purpose

In accordance with 24 V.S.A. Section 2291(16) and 24 V.S.A. Section 4421, the Board of Selectmen of the Town of Sunderland hereby establish the following ordinance regarding: Street Naming and Street Addressing. The purpose for this ordinance is to help establish a more uniform street naming and street addressing system throughout the Town of Sunderland. We believe that easily locatable addresses will have a number of beneficial results: (1) It will enable emergency services to arrive at a scene faster. (2) Deliveries will be easier to find. (3) Visitors to our town will be able to find an address and know where they are in case of emergency. (4) When the State of Vermont begins Enhanced 911, the Town of Sunderland will be ready for it.

Section II - Street Naming

Every street and road, both public and private, shall be assigned a name. This will be done by the Sunderland Board of Selectmen after public input and public hearing.

In the future, any new development must meet the guidelines of this ordinance.

All road names must be a separate and distinct name. No two roads can have the same or similar sounding names. No new road can have any currently used name in the Town of Sunderland. Furthermore, the Sunderland Board of Selectmen may change the names of the streets, both public and private, (after duly warned public hearings) within the Town of Sunderland when necessary to promote public welfare and safety.

Section III - Administration

Prior to the issuance of a building permit, a developer shall furnish a plan for a street addressing and street naming system in accordance with this policy to the Zoning Officer, who will then assign a number so that satisfactory mail delivery and emergency systems will be maintained.

Section IV - General Numbering System Guideline

All roads shall be given an official name by the Board of Selectmen and shall be measured in segments of 1/1,000 of a mile (5.28 feet) from a designated starting point, usually the end of the road nearest the intersection of a larger road. Odd numbers shall be assigned to the LEFT side of the road and even numbers to the RIGHT side of the road. The first 5.28 foot increment contains number 1, the second 5.28 foot increment contains the number 2, and so on.

All numbers shall be established based on front entrance from the street, from the center of the driveway (or in some cases the center of the structure).

All numbers shall be properly affixed on or near the front entrance or in some other manner visible from the street. The numbers must be easily legible figures not less than four inches (4") high, and in a color contrasting to the building background. (Your Fire Chiefs recommend reflective numbers.) The United States Post Office requires correct, easily legible numbers which are not obscured by anything. The home owner is responsible for the numbers on the house or unit. If a house is not visible from the road, it needs a number at the driveway visible from the road.

Numbering shall begin at the easterly boundary of the Town of Arlington and the westerly boundary of the Town of Sunderland. Every street or road which intersects with this town boundary shall begin with the number "one" for the first 5.28 feet of its intersection and shall continue until the road terminates or becomes a new road (takes on a new name). Numbering for every new road will begin at its intersection with the previously numbered road, assigning the number "one" for the first 5.28 feet, and continuing to its termination or change to a new road.

A multiple unit structure composed of two or more units shall bear one number for the principal building, and each unit shall affix a letter or number suffix.

Numbers shall be reserved to provide for future growth in property in all areas.

Be it ordained by the Board of Selectmen of the Town of Sunderland,

and it is hereby ordained by authority of the same, as follows:

Section V - Designation of Street Names

Public and private roads shall be named by the Board of Selectmen. The street names shall be assigned by direction of the Board of Selectmen. After public hearing, notice shall be given to any party who resides on (or owns property accessed from) a street to be named or renamed after June 1, 1996.

Section VI - Designation of Street Address

1. Street numbers for dwelling units and places of business on all public and private streets shall be assigned by the Board of Selectmen in accordance with the procedures set forth herein.

2. The Board of Selectmen shall keep a record of all numbers assigned under this ordinance.

Section VII - Posting of Designated Street Address

1. 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.

2. 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, 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 roadway.

3. 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 Board of Selectmen.

4. Each principal building shall display the number assigned to the frontage on which the front entrance is located. In case a principal building is occupied by more than one business or family dwelling unit, each separate front entrance shall display a separate number.

5. Numerals indicating the official numbers for each principal building or each front entrance to such 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 four inches (4") in height. If a building or dwelling 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 easily be seen from the roadway.

Section VIII - New Structures

1. Numbers will be assigned to each proposed lot or tract on the surveyor's copies of Final Subdivision Plats by the Board of Selectmen.

2. No building permit shall be issued for any principal building until the owner or developer has procured from the Board of Selectmen of the Town of Sunderland the official number of the premises. (Final approval of a 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 displayed in accordance with the requirements of No. 2 above.)

Section IX - Severability

If any portion of this ordinance and amendments is held unconstitutional or invalid by a Court of competent jurisdiction, the remainder of this ordinance and amendments shall not be affected.

Section X - Effective Date

This ordinance shall take effect and be in full force and effect sixty (60) days after its passage, unless a petition is filed as provided by 24 V.S.A. Section 1973 requiring a vote and an annual or special meeting.

THIS ORDINANCE WAS ADOPTED BY THE SUNDERLAND SELECTBOARD

ON JUNE 17, 1996.

Robert Alexander, Clerk

BOARD OF SELECTMEN

Diane M. King, Chairman

Robert Alexander

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Hennell & Skernan & Co.

Any citizen disagreeing with this ordinance can petition for a vote at a regular or special Town Meeting by presenting the signatures of at least 5% of the qualified voters in the Town within 44 days following the adoption of the ordinance.

If no petition is filed then the ordinance is effective 60 days after its adoption.