

Street Numbering System Ordinance

Section 1. Purpose

- * To establish a uniform system of numbering primary buildings.
- * To promote efficiency in locating primary buildings.
- * To provide more expedient emergency service delivery.
- * To provide a consistent system to establish mailing addresses.

Section 2. Parties Affected.

All primary buildings within the corporate limits of the Town of Pittsfield, shall hereafter be identified by reference to the uniform numbering system as promulgated or amended by the Board of Selectmen.

Section 3. Numbering System.

A street numbering system has been developed for all primary buildings based upon the following process:

- 1) The starting point of each street is generally determined by it's relationship to the intersection of Depot Street and Carroll Street. The sequence of numbers advances as the street proceeds away from the designated starting point.
- 2) All primary buildings on the left will have even numbers.
- 3) All primary buildings on the right side will have odd numbers.
- 4) One odd and one even number will be assigned to each fifty(50) foot interval of road frontage. Exceptions to this rule include: (a) densely developed or subdivided areas where numbers will be assigned on the basis of existing parcel configuration and/or development; and (b) in rural areas, the interval may be greater than Fifty (50) feet as determined by the Board of Selectmen.
- 5) If a primary building has several possible numbers due to extensive road frontage, or frontage on more than one road, then the assigned number will be at the discretion of the Board of Selectmen or their designee.
- 6) Unused numbers will be held for future use to ensure against the need for renumbering.
- 7) Duplexes, multi-family complexes, mobile home parks, shopping centers, malls, condominiums 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 of Selectman or their designee.

8) Corner lots shall be assigned the appropriate street number which corresponds to the street on which the building faces, or the street from which access is obtained.

Section 4. Procedures.

1) All owners of primary buildings within the corporate limits of the Town of Pittsfield shall affix of cause to have affixed, the assigned street number (s) in accordance with this section.

2) All properties with primary buildings shall display the assigned street number or script equivalent so as to be readily visible from the street.

*** For primary buildings readily visible from the street, the number (s) shall be conspicuously displayed on that side of the building which faces the street.**

*** 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 both sides of a 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.**

*** Primary buildings accessed by a common drive. shall display the assigned street numbers on the primary building.**

3) All street numbers displayed on primary buildings or property shall be of a contrasting color to the means of support. It is suggested, but not required, that such display be of a reflective material so that emergency response people can more readily see them.

4) All street numbers displayed on primary buildings or property shall be at least

(3 1/2) inches in height. The size of the numbers placed on mailboxes shall be in accordance with U.S. Postal Service requirements.

Section 5. New Buildings and Subdivisions.

Whenever a primary building or occupied structure shall be erected, or located in the Town of Pittsfield, designated numbers shall be affixed upon said buildings as provided for by this Ordinance. Final approval of the Certificate of Occupancy shall be withheld by the Building Official until permanent and proper numbers have been affixed as provided for in the Procedures Section.

Section 6. Violations and Penalties.

The Town of Pittsfield shall make every effort for compliance with this ordinance. effective October 30th, 1995, persons found in violation of this ordinance, shall face penalties as prescribed in the Pittsfield Municipal Ordinances, Article 7, Section 2 for a violation.

This ordinance shall become effective April 30th, 1995. Adopted this 23rd day of March, 1995.

Neil Delory

Floyd Carson

Paul Richardson Board of Selectmen