

**Ordinance: E-911#-1995**  
**Revised: 11/13/2008-3**

**Town of Washington**

**ORDINANCE NO. 95-1**

**ADDRESS NUMBERS ON STREETS AND HIGHWAYS**

**Section 95-1:I PREAMBLE**

Acting upon the authority granted by New Hampshire RSA 231:133-a and any and all applicable chapters of the Revised Statutes Annotated of New Hampshire, the Board of Selectmen of the Town of Washington adopts this Ordinance, establishing a procedure for administration and enforcement of uniform addressing and numbering for residential multifamily, and commercial buildings within the territorial boundaries of the Town of Washington, New Hampshire.

**Section 95-1:II PURPOSE**

The standards set forth in this Ordinance are made for the purpose of promoting the Public health, safety and general welfare by providing the means for permanent identification of driveway location, residential, multifamily, and commercial buildings in the Town of Washington, New Hampshire.

**Section 95-1:III OBJECTIVES**

1. To provide a means for expedient emergency response by fire, police, rescue and other emergency services.
2. To promote efficiency in locating primary buildings.
3. To establish a property location that will serve as a mail delivery services.
4. To assist in the proper delivery of utilities and other deliver services.
5. To provide property owners with a convenient systematic means of identifying property.

**Section 95-1:IV NUMBERING SYSTEM**

A uniform street numbering system has been developed for the Town of Washington based upon the following process:

1. For purposes of establishing street numbers, a street shall be considered any access way, wither public or private, which services two or more primary buildings or vacant lots.
2. The starting point for each street will generally be determined by its relationship to the base point located in the center of the Town of Washington at the intersection of Route 31, Halfmoon Pond Road, and Faxon Hill Road.

3. An exception to this rule is East Washington Road, which will continue from the Hillsboro town line with the No. 2000 and be numbered in the direction of South Main Street (Route 31 South, Washington).

4. All primary buildings located on the LEFT side of the street beginning at its starting point will have ODD numbers.

5. All primary buildings located on the RIGHT side of the street beginning at its starting point will have EVEN numbers.

6. One odd number and one even number will be assigned to each (20) foot interval of road frontage on the street as measured from the starting point of each street. Adding a zero to the end of the primary building number will provide the approximate distance in feet down the road to a primary building.

7. Numbers will be assigned to the main vehicular access (or the main pedestrian access if no vehicular access is provided) to the primary building. Unused numbers will be held for use to ensure against the need for renumbering in the future.

8. Primary buildings on corner lots shall be assigned the appropriate street number which corresponds to the street on which the building faces or the street from which primary access is obtained.

9. Condominium complexes and properties with multiple primary buildings shall be assigned one street number corresponding to the primary buildings. Units shall be internally numbered according to a logical pattern and manner as approved by the Board of Selectmen.

10. Street numbers shall be assigned by the Board of Selectmen after consultation with other appropriate officials (police, highway, fire, postal service, etc.,) as appropriate.

#### **Section 95-1:V PROCEDURES**

1. All property owners of record within the territorial boundaries of the Town of Washington shall affix, or cause to have affixed, the assigned street number(s) in accordance with the Section.
2. All properties with approved driveway access shall display the assigned street numbers at the primary access; so as to be readily visible from the street.
  - a. For primary buildings not greater than 25 feet from the street, the street number shall be conspicuously displayed on that side of the building which faces the street and the assigned street number(s) shall be conspicuously displayed at the main vehicular access to the property, the pedestrian access will be used.
  - b. The preferred method of display is to number both sides of the mailbox. If a mailbox is not present, the assigned street number shall be displayed on a signpost or other similar means at the main access.
  - c. For mailboxes, follow the postal service guidelines pertaining to number size and color. Where mailboxes are clustered with other mailboxes or the mailbox is across the street from the primary building, owners will be required to number the primary structure as well as the front of the mailbox (facing the street).
  - d. All displayed street numbers shall have a reflective background and shall be at least three inches in height.

3. A fee of \$50.00 will be charged for every new street number, to cover the cost of updating maps and directions.
4. In all cases, local Postal Officials, Board of Selectmen, Board of Assessors, Planning Board, the Police and Fire Departments, the E-911 service provider (currently Terra Map) and the relevant property owner shall be advised of each new street number and/or name.

#### **Section 95-1:VII PENALTIES**

1. Any property owner who fails to comply with any relevant provision of this Ordinance within six months of the mailing date of the notification of his street number shall be guilty of a violation of this Ordinance with a penalty of ten dollars (\$10.00) for each day of non-compliance not to exceed five hundred dollars (\$500.00) in total payable to the Town of Washington except as provided in Section V, 3.
2. Any property owner who shall affix to or display upon a primary building any number other than the number assigned to said building pursuant to this Ordinance shall be guilty of a violation of this Ordinance with a penalty of \$10.00 for each day of non-compliance not to exceed \$500.00 in total payable to the Town of Washington.
3. This section does not apply to the display of “date of origin” numbers for historic buildings as long as they are not to confusingly similar to the display of the assigned street numbers.
5. No person shall allow an unauthorized number to be affixed or remain upon any building within the Town of Washington, New Hampshire, that is, a number different from the one assigned pursuant to this Ordinance. An exception to this rule would be numbers affixed to a building for historical purposes.

#### **Section 95-1:VIII APPEALS**

1. Any property owner aggrieved by the administration or implements of the provision set forth in this Ordinance may appeal to the Board of Selectmen within thirty days from the mailing date of the notification of the assigned street number.
2. The decision of the Board of Selectmen will be final with respect to the implementation of the provisions of this Ordinance.
3. All appeals shall be in written form setting forth the basis for the appeal.
4. All appeals shall be acted upon by the Board of Selectmen within thirty days after receipt.

#### **Section 95-1:IX AMENDMENTS**

1. This Ordinance may be amended pursuant to any and all applicable chapters of the Revised Statutes Annotated of New Hampshire. Amendments shall be adopted only after a public hearing.

**Section 95-1:X        EFFECTIVE DATE**

1. The amendments to the Ordinance will take effect immediately upon its adoption by the Board of Selectmen including a certified filing thereof with the Town Clerk.

Town of Washington  
Board of Selectmen

Guy Eaton, Chairman  
Richard Cook  
Kenneth Eastman