

ORDINANCE

GREENFIELD, NEW HAMPSHIRE

AN ORDINANCE FOR THE ESTABLISHMENT OF A  
STREET NUMBERING SYSTEM

Section 1. PURPOSE

- A. To establish a uniform system of numbering properties.
- B. To promote efficiency in locating properties
- C. To identify road problems within the community.
- D. To provide more expedient emergency and mail service.

Section 2. PARTIES AFFECTED

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

Section 3. PROCEDURES

All owners of buildings within the corporate limits of the Town of Greenfield shall affix designated numerals on their respective buildings, placed conspicuously above or on the side entrance which faces the assigned street.

Such numerals are to be at least three (3) inches in height and of a contrasting color to the building. Such numerals are preferred to be of a reflective material.

If the numbers on the building are not visible from the street then a second set of numbers shall be displayed on both sides of a sign post at the point of entry to the property.

Secondary locations will be mailboxes if available. Otherwise, sign posts will be required. Mailboxes located in remote locations shall also display assigned number.

All existing numbers of property and buildings not presently in conformity with provisions of this ordinance shall be changed to conform to this system within six (6) months of enactment of this ordinance.

#### Section 4. NUMBERING SYSTEM

A street numbering system has been developed for all buildings in Greenfield, based on the following process.

- A. The starting point of each street is determined by its main intersection.
- B. The direction of travel (North, South, East and West ONLY) of each street is determined at its starting point.
- C. All buildings and properties on the Left Side of the street will have EVEN numbers.
- D. All buildings and properties on the Right Side of the street will have ODD numbers.
- E. One odd and one even number will be assigned to each Fifty (50) foot interval from the starting point.
- F. If a building or property frontage has several possible numbers available, then the assigned number will be at the discretion of the Building Inspector/Code Enforcement Officer.
- G. Unused numbers will be held for future use to insure against the need for renumbering.
- H. Multi-family dwellings, Mobile Home Parks, Shopping Centers, Malls, Condominium Projects and Cottage Colonies shall be assigned only one number to each entrance, and shall internally number units within, according to the logical patter as approved by the Building Inspector/Code Enforcement Officer.
- I. The internal number of buildings in Part H above shall provide a means of identifying individual units with addresses including:
  - a. Street Address
  - b. Building letter or number
  - c. Unit letter or number

#### Section 5. NEW BUILDING & SUBDIVISIONS

Whenever a house or structure shall be erected or located in the Town of Greenfield, designated numbers shall be fastened upon said buildings as provided by this ordinance. Final approval of an occupancy permit for any structure shall be withheld by the Building Inspector until permanent and proper numbers have been affixed as provided in Section 3.

Every subdivision plan submitted to the Planning Board for approval shall show a street or building number of each lot, and these shall be approved as to conformity with this policy by the Building Inspector.

In all cases local Postal Officials, Police and Fire/Rescue Departments shall be advised of street numbers approved for the subdivision.

Section 6. PENALTY

Whoever shall fail to comply with any provision of this ordinance within one year of enactment, or whoever shall affix to, or display upon a structure any number other than that assigned to it, shall be guilty of a Violation, with a penalty not to exceed \$100.00.

Section 7. APPEALS

Any person aggrieved by this Ordinance shall have the right to file a written petition within twenty (20) days of the receipt of number assignment. Petitions shall be filed, in writing, with the Board of Selectmen and a hearing shall be held within thirty (30) days of the receipt of such petition.

Section 8. EFFECTIVE DATE

This Ordinance shall take effect July 1, 2000.

Section 9. AMENDMENTS

This Ordinance may be amended as provided under any and all applicable chapters of the Revised Statutes Annotated of New Hampshire.

Adoption Date:

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Conrad B. Dumas, Chairman Board of Selectmen

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Jerry Adams, Board of Selectmen

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David Hedstrom, Board of Selectmen