

Town of Warren

E911 Addressing Policy

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Section 6. 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 permanent structure has been erected. A road name assigned by the Town of Warren shall not constitute or imply acceptance of the road as a public way.

- 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. no Beech Street and Peach Street.)

Section 7. Numbering system: Numbers shall be assigned every 10 (ten) feet along both sides of the road, with even numbers on the left side of the road and odd numbers on the right side of the road, determined by the number origin.

A: All numbers shall originate at the intersection of the adjacent road and terminate at the end of said road.

B: The number assigned to each structure shall be that of the number 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 shall 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 123 Main Street, Apt. 3).

Section 8. Compliance: All owners of structures, by the date stipulated in section 10, display and maintain in a conspicuous place on said structure, the assigned numbers in the following manner:

A: Number on the Structure or Residence. Where the residence or structure is 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 near the front door or entry.

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, the assigned number shall be displayed on a post, fence, wall, the mailbox or some structure at the property line next to the walk or drive to the residence or structure.

C: Size and Color of Number. Numbers shall be displayed in a color and size to be visible from the road. The numbering shall be a minimum of 3 (three) inches in height and of a color that is a visible contrast to the surface upon which it is mounted.

D: Every person whose duty is to display the assigned number shall remove any different number that might be mistaken for, or confused with, the number assigned in conformance with this ordinance.

Complete Final Plan Application: An application presented to the Planning Board that includes:

- (1) required fee;
- (2) completed application form and associated drawings;
- (3) Planning Board notification stating that all submissions required for Final Plan approval have been received by the Planning Board.

Constructed: Includes built, erected, altered, reconstructed, moved upon, or any physical operations on the premises, which are required for construction. Excavation, fill, paving, drainage, and the like, shall be considered as part of construction.

Driveway: A private vehicular entrance from a road or right-of-way. The driveway itself shall not constitute the means of legal access along which frontage may be measured.

Lot: A parcel of land occupied or capable of being occupied by one (1) building and the accessory buildings or uses customarily incidental to it, including such open spaces as are required by ordinances, and having frontage upon a public street, right-of-way or private way.

Planning Board: The Planning Board of the Town of Warren as created by 30 M.R.S.A. 4952.

Preliminary Subdivision Plan: The preliminary drawing for a subdivision indicating the proposed layout of the subdivision and such other information as may be required by these regulations. Approval of a preliminary subdivision plans shall not constitute approval of the final subdivision plan.

Principal Structure: The structure in which the primary use of the lot is conducted.

Property: The reference to any property on which a more or less permanent structure has been erected.

Rights-of-way: When there is no defined right-of-way, the common traveled way will be considered to be the right-of-way for the purpose of this ordinance. The traveled way will be considered to be no less than 30' wide, 15' either side of the center line of the common way, or to the outside of the wrought portion (area which is presently being used for highway purposes) whichever is greater.

Road: Public and private way such as town roads, public rights-of-way and private rights-of-way.

Structure: Anything constructed or erected, the use of which requires a fixed location on or in the ground, or an attachment to something having a fixed location on the ground, including buildings, commercial park rides and games, satellite receiving dishes, carports, decks, porches, and other building features, but not including signs, sidewalks, fences, driveways, and parking lots.

Sub-divider: Assessed owner or owners of land to be subdivided or person with documented title, right, or interest in the land to be subdivided.

Yard: The area between a structure and the property boundary.