

E-911 Maintenance Ordinance

Section 1. Title

This ordinance will henceforth be known as the "E-911 Maintenance Ordinance."

Section 2. Purpose

The purpose of this ordinance is to enhance the easy and rapid location of structures by law enforcement, fire, rescue, and emergency medical services personnel in the municipality of Brooklin.

Section 3. Authority

This ordinance is adopted pursuant to and consistent with Municipal Home Rule Powers as provided for in Article VIII, Part 2, Section 1 of the Constitution of the State of Maine and Title 30-A M.R.S.A. Section 3001.

Section 4. Administration

This ordinance shall be administered by the E-911 Addressing Officer, who shall be designated by the Selectmen, and who is authorized to and shall assign road names and numbers to all new properties and proposed roads, in accordance with the criteria in Section 5. The E-911 Addressing Officer shall be responsible for maintaining the following official records of this ordinance:

- a. A municipal map(s) for official use showing road names and numbers.
- b. An alphabetical list of all property owners as identified by current tax records, by last name, showing the assigned numbers.
- c. An alphabetical list of all roads with property owners listed in order of their assigned numbers.

The E-911 Addressing officer shall also be responsible for and authorized to provide all required addressing and database information to the state agency responsible for the implementation of Enhanced 9-1-1 service.

Section 5. Numbering System

The following criteria shall govern the numbering system:

- a. Numbers shall be assigned every 50 (fifty) feet along both sides of the road, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, as the numbers ascend.
- b. All number origins shall begin from the center of town or that end of a road closest to the designated origin. For dead end roads, numbering shall originate at the intersection of the adjacent road and terminate at the dead end.

- c. The number assigned to each structure shall be that of the numbered interval falling closest to the front door or the driveway of said structure if the front door cannot be seen from the main road.
- d. Every structure with more than one occupancy shall have a separate number for each occupancy, i.e. duplexes will have two separate numbers; apartments will have one road number with an apartment number, such as 235 Maple Road, Apt 2.

Section 6. Compliance

All owners of structures shall display and maintain assigned numbers in a conspicuous place. All numbers shall be located so that they are visible from the road at all times of the year.

Section 7. New Construction and Subdivisions

All new construction and subdivisions shall be named and numbered in accordance with the provisions of this ordinance and as follows:

- a. New Construction. Whenever any residence or other structure is constructed or developed, it shall be the duty of the new owner to obtain an assigned number from the E-911 Addressing Officer.
- b. New Subdivisions. Any prospective subdivider shall show a pre-approved road name and lot numbering system on the final application submission to the Planning Board. Approval by the E-911 Addressing Officer shall constitute the assignment of road names and numbers to the lots in the subdivision. On the final plan showing proposed roads, the applicant shall mark on the plan, using lines or dots, in the center of the streets every 50 (fifty) feet so as to aid in the assignment of numbers to structures subsequently constructed.

Section 8. Private Road Name Changes

Any party wishing to change a road name must first get approval from the E-911 Addressing Officer and must pay for both the sign and the sign installation costs.

Section 9. Effective Date

This ordinance shall become effective as of April 1, 2006.

Section 10. Enforcement

Any person responsible for the removal or destruction of a road sign will be held responsible for its replacement.