



# TOWN OF BELMONT, NEW HAMPSHIRE

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## BOARD OF SELECTMEN

Ronald Cormier  
Reginald Caldwell  
Jon Pike

## **Belmont, New Hampshire Ordinance for the Establishment of a Uniform Street Numbering System.**

### **Purpose:**

- A.** To establish a uniform system of numbering primary buildings.
- B.** To promote efficiency in locating primary buildings.
- C.** To provide more expedient emergency response.
- D.** To provide a consistent system to establish mailing addresses.
- E.** To identify the locations and names of all streets and roads in the Town.

### **Properties Affected:**

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

### **Numbering System:**

The uniform numbering system has been developed for all primary buildings based on the following process:

- A.** For purposes of establishing street numbers, a street shall be considered any access way, whether private or public, which serves two or more primary buildings or building lots.
- B.** The starting point of each street is generally determined by the proximity of its starting point to a main Town road. The sequence of numbers advances as the street proceeds from its designated starting point.
- C.** All primary buildings on the left side of the street will have odd numbers.
- D.** All primary buildings on the right side of the street will have even numbers.

- E.** One odd and one even number will be assigned to each fifty (50) foot interval of road frontage. Possible exceptions to this rule include: (a) densely developed or subdivided areas where numbers will be assigned on basis of existing parcel configuration and/or development; and (b) in rural areas where the interval may be greater than fifty (50) feet as determined by the Town's E-911 coordinator in conjunction with the Board of Selectmen.
- F.** If a primary building has several possible numbers due to extensive road frontage or frontage on more than one road, the assigned number will be at the discretion of the Town's E-911 Coordinator in conjunction with the Board of Selectmen.
- G.** Unused numbers will be held for future use to ensure against the need for renumbering.
- H.** 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 Town's E-911 coordinator in conjunction with the Board of Selectmen.
- I.** Corner lots shall be assigned the appropriate street number which corresponds to the street from which the driveway originates.
- J.** Street names and building numbers shall be approved by the Town's E-911 coordinator, in conjunction with the Board of Selectmen, and other appropriate State and Local Agencies.

**Procedures:**

- A.** All owners of primary buildings within the boundaries of the Town of Belmont shall affix, or cause to have affixed, the assigned street number(s) in accordance with this section.
- B.** All properties with primary buildings shall display the assigned street number or script equivalent so as to be readily visible from the street.

1. 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.
2. 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 there is no mailbox located at the point of entry, then the assigned street number shall be displayed on a sign post or similar means at the point of entry.
3. Primary buildings accessed by a common drive shall display the assigned street number(s) on the primary building.

- C.** All street numbers displayed on primary buildings on property shall be of a contrasting color to the means of support.
- D.** All street numbers displayed on primary buildings or property shall be at least three (3) inches in height. The size of numbers placed on mailboxes shall be in accordance with U.S. Postal Service requirements.

**New Buildings and Subdivisions:**

- A.** Whenever a primary building or occupied structure shall be erected or located in the Town of Belmont, designated numbers shall be affixed upon said building as provided for by this ordinance. Within thirty (30) days after commencement of the construction of a new primary building, the assigned street number shall be posted so as to be clearly visible from the adjoining street. Temporary numbers may be used until permanent numbers are posted as by this ordinance. Temporary numbers shall be replaced as soon as is practicable.
- B.** Every subdivision or site plan submitted to the Planning Board for final approval shall show a street or building number of each lot, unit, or structure as

applicable. These numbers shall be reviewed and approved by the Town's E-911 Coordinator.

### **Penalty**

- A.** Any property owner who fails to comply with any provision of this ordinance within sixty (60) days of notification shall be guilty of a violation with a penalty of fifty dollars (\$50) per day until compliant with this ordinance.
- B.** Any property owner who affixes upon a structure any number other than that assigned to, or pursuant to, this ordinance shall be guilty of a violation with a penalty not to exceed two hundred fifty dollars (\$250).
- C.** This section shall not apply to the display of "date or origin" numbers for historic buildings, provided that they are displayed so as not to be confused with the assigned street number.

### **Administration**

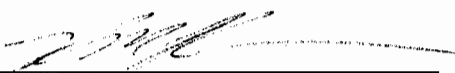
This ordinance shall be administered by the Board of Selectmen.

### **Appeals**

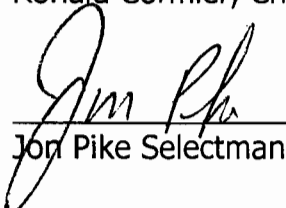
- A.** Any property owner aggrieved by the implementation or administration of the provisions of this ordinance may appeal to the Board of Selectmen.
- B.** All appeals shall be in written form setting forth the basis of the appeal, and submitted to the Town Administrator.

Adopted on 9/10/07

By: Belmont Board of Selectmen

  
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Ronald Cormier, Chairman

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Reginald Caldwell, Vice Chairman

  
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Jon Pike Selectman