

Ordinance No. _____

AN ORDINANCE TO REQUIRING AND REGULATING ADDRESS NUMBER AND PRIVATE STREET NAME SIGNAGE IN ACCORDANCE WITH UNIFORM STANDARDS PROMEGATED BY THE POTTER COUNTY DEPARTMENT OF EMERGENCY SERVICES FOR THE HEALTH, SAFETY AND WELFARE OF _____ TOWNSHIP/ BOROUGH RESIDENTS

Whereas, an addressing system of uniform address numbering and posting of address signage increases the health, safety and welfare of the public by improving the ability of various emergency service providers to locate and respond to emergencies;

Whereas, in Potter County, various private roads now exist, and it is anticipated that future private roads will be created which do not utilize a county wide uniform address numbering and sign posting system;

Whereas, the Potter County 911 Public Safety System, in cooperation with the United States Postal Service, has developed and is implementing a county wide system of address numbering and road sign posting for use throughout Potter County;

Whereas, enactment of such county wide system of address numbering and road sign posting by all Boroughs and Township in Potter County will serve the interest of the health, safety and welfare of the public;

Whereas, The Second Class Township Code in 53 P.S. § 66506, authorizes the board of supervisors to enact any ordinances not inconsistent with or constrained by the Constitution and the laws of this Commonwealth necessary for the health and welfare of township and its citizens and in 53 P.S. § 66520 authorizes the board of supervisors to enact ordinances to require and regulate the numbering of buildings;

Whereas, The Borough Code in 8 Pa.C.S.A. § 1202 (5), authorizes the borough council to enact ordinances necessary for the health, safety general welfare of the borough; and

Whereas, the Borough/Township of _____, Potter County, Pennsylvania desires to enact the following ordinance in accordance with the county wide uniform address numbering and sign posting system developed by the Potter County 911 Public Safety System;

NOW, THEREFORE, be it enacted, and it is hereby enacted as follows:

DEFINITIONS

As used in this Ordinance, the following terms shall have the following definitions:

a. **Address:** Any building, structure, property or location which can be accessed by a Public Road or a Private Road and to which Emergency Services may, at any time, need to locate and travel to for the provision of emergency services.

b. **County Addressing:** a uniform addressing system of buildings or structures and of road centerlines which are established, maintained and assigned by the Potter County 911 Department to enhance the automatic location information system utilized for Emergency Services.

c. **Emergency Services:** All personnel, vehicles and equipment utilized in Potter County, Pennsylvania, by police or other law enforcement agencies, fire or rescue departments, ambulances or other medical provider services, the Potter County 911 Public Safety System.

d. **Governing Body:** The Township Supervisors of any Second Class Potter County Township or the Borough Council of any Potter County Borough.

e. **Owners:** All persons or entities which has an ownership interest in real estate on which an Address is situate, including, but not limited to, a fee simple interest, fractional interest, easement, right-of-way or any other ownership interest which allows such persons or entities to have any right of control over or provides any duty to maintain or preserve a Private Road on said real estate.

f. **Private Road:** A road which is not a Public Road which leads to any Address to which Emergency Services may be needed. This term shall include, but not be limited to, all private drives, roadways or easements used for vehicle access to multiple properties.

g. **Public Road:** A road owned or maintained by the Commonwealth of Pennsylvania or by a Potter County Borough or by a Potter County Township.

h. **Public Safety System:** The Potter County 911 Public Safety System operated by the Potter County Department of Emergency Services designed to improve the health, safety and welfare of Potter County and its citizens.

i. **Road Name:** A name designated by a Governing Body for any Public Road or for any Private Road.

j. **Road Name Sign:** A sign which identifies to the public the Road Name designated by the Governing Body for any Pubic Road or for any Private Road.

k. **Street Numbers:** A number assigned to a building or structure in accordance with the County Addressing System by the 911 Public Safety System with reference to an adjacent road or street on which the building or structure is situate. For specific sections of roadways with an existing addressing system that is approved by Potter County 911 Public Safety System, the “Street Number” shall be the retained Street Number in the existing addressing system that was established in conjunction with the County Addressing Project.

Section 1. Street Number Regulations. The owners of all buildings or structures to which Street Numbers have been assigned shall always prominently display the Street Number in accordance with the following standards:

- A. Except for such Addresses identified below, each Address to which a Street Number has been assigned shall have a Street Number visibly displayed upon the building or structure. The provisions of this section shall not apply to Addresses which are located a distance greater than 200 feet from the nearest edge of the cartway of the public or private roadway or upon which signage cannot be attached which would be readable from the nearest public or private roadway by reason of natural or manmade obstructions. In all such cases, the owner shall provide posted Street Number signage at least 20 feet and not more than 30 feet from the nearest edge of the cartway of the public or private roadway. The signage shall have affixed thereon the Street Number which has been assigned to the building.
- B. The assigned Street Numbers shall be either affixed directly to the building or post or displayed on a sign affixed to the building or post. The Street Number shall be displayed in such a manner that the numbers will contrast in color with the background and will be observed and readable from the nearest public or private roadway. All numbers shall be in standard Arabic numerals, not less than four (4) inches in height and not less than one half-inch in width. It is recommended that the numbers be reflective for greater nighttime visibility.
- C. If, for any reason, the Street Number of a particular Address is not readily identifiable by posted signage along the roadway whether due to the proximity of multiple buildings with different Street Numbers or for any other reason, in such cases, the Street Number shall also be affixed to the building or structure as well as posted by the road. Similarly, if a single building has multiple Street Numbers or apartment numbers such as professional buildings or apartments, a building directory shall be posted at the main entrance of the building.

Section 2. Private Road Name Signs. The owner of all Private Roads shall, in addition to the other requirements set forth in this ordinance, install a Road Name Sign (if not installed by the Governing Body) which identifies the Private Road as the private road name adopted by the Governing Body of the municipality in which the Private Road is situate. Said Road Name Sign shall be placed at the entrance where the Private Road intersects with the public roadway in a manner which does not create an obstruction to visibility of motorists. The Road Name Sign shall meet the PA Department of

Transportation regulations for size, placement and shall be brown with white reflective letters.

Section 3. Prohibited Activity. It shall be unlawful to cover, conceal, obstruct, destroy, remove, deface or vandalize any Street Number or Road Name Sign, installed or displayed pursuant to and in accordance with the requirements of this ordinance.

Section 4. Enforcement. Upon determination that the owner of an Address has not complied with the Street Numbering or Road Name Signage regulations of this Ordinance, the Governing Body, or their designated representative, may pursue any of the following enforcement remedies:

- a. The Governing Body may provide written notice to the owners of the Address which has not been numbered or located on a Private Road which has not been named and posted in accordance with these regulations of the violation and of the need to comply with this Ordinance within forty-five (45) days.
- b. In the event that any person should persist for longer than forty-five (45) days in refusing to comply with these regulations despite notice to do so, the Governing Body may issue a written Order directing the owners of the Address in violation of this Ordinance to comply with the applicable requirements of this Ordinance. Any person who is aggrieved by any such Order issued pursuant to this Ordinance may appeal to the Governing Body by filing a written notice of appeal to the office of the Governing Body within ten (10) days of the date of the subject Order.
- c. In the event the owners of the Address in violation of this Ordinance fail to comply with the Order within ten (10) days or fail to appeal within ten (10) days, the Governing Body may then provide the signage, as necessary, in order to bring the Address into compliance. The Governing Body may recover the cost of materials and labor for the purchase and installation of signage from the Address owners including reasonable administrative fees, interest or other charges allowed by law. In the event the owners of the subject Address should fail to pay the loss of such installation as determined and approved then the Governing Body may institute proceedings at law to collect the full cost together with all penalties, interest, reasonable attorney fees, and other charges against the owners thereof and collect same as a municipal lien or may take any other action to collect these sums as may be permitted by law.

Section 5. Penalty for Violation. Any person who shall be found to have engaged in the prohibited unlawful conduct as set for in Section 3 of this Ordinance or who shall willfully fail to comply with any order to comply with the Street Numbering regulations or Road Name regulations as set forth in Section 4 of this Ordinance, shall be guilty of a summary offense and shall upon conviction be sentenced to pay a fine of no less than

\$100 dollars and no more than \$300 dollars together with court costs, and upon default in payment of the fine shall be sentenced to imprisonment for not more than 90 days.

Section 6. Implementation. The proper officers of the Governing Body are hereby authorized to take necessary and proper action to establish, implement and enforce the standardized system of Address Street Numbering and Road Name sign placement as provided for in the Ordinance and to otherwise comply with the requirements of the automatic location information needs of the Potter County Public Safety System.

Section 7. Appointment of Agent, Addressing Authority and Designated Representative

The Governing Body of the Borough/Township of _____ hereby appoints the Potter County Department of Emergency Services as its sole agent, addressing authority and designated representative in connection with: the naming authority and naming procedures for private roads; the establishment, maintenance and assignment of road centerline data; assignment of address numbering direction; assignment of road ranges and the assignment of address increments. This will allow the County to better implement the next generation addressing standards (NG 911) uniformly across the County. The Governing Body of the Borough/Township shall retain road naming authority for all public roads which it maintains and shall retain the enforcement authority for any signage of 911 house numbers and the enforcement authority for private road name signs once assigned. The Governing Body grants all authority necessary for the implementation and enforcement of this Ordinance. The Governing Body also grants to the Potter County Department of Emergency Services the authority to act on behalf of and in the name of the Governing Body and authorizes and directs the Potter County Department of Emergency Services to take any and all necessary and proper actions to establish and to fully implement this Ordinance.

Section 8. Effective Date. The provisions of this Ordinance shall become effective five (5) days after enactment.

Section 9. Severability. Should any section, part or provision of this Ordinance be declared by appropriate authority to be unlawful or unconstitutional, all other terms, conditions, provisions and parts hereof, and of any Code of which this Ordinance may be or may be considered to be part, shall continue in full force and effect as if the provision declared to be unlawful or unconstitutional had been omitted as of the date of the final enactment hereof.

Section 10. Repealer. All ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

Ordained and enacted into law by the Board of Supervisors/Borough Council of _____ this ____ day of _____, 20__.

Chairman/President

Supervisor/Councilman

Supervisor/Councilman

ATTEST:

Secretary

I DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF ORDINANCE NO. _____ AS ADOPTED BY THE _____ ON _____.

_____, SECRETARY