

Town of Patten

E-911 Addressing Ordinance

Section 1. Title

This ordinance will henceforth be known as the "E911 Addressing 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 the Town of Patten.

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 E911 Coordinator who is authorized to and shall assign road names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria in Sections 5 and 6. The E911 Coordinator 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 Select Board shall designate an E911 Coordinator, who is 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. The Select Board will also designate an E911 Committee to collaborate with the E911 Coordinator on activities related to assigning roads names and numbers.

Section 5. Naming System

All roads that serve two or more structures 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. A road name assigned by the municipality shall not constitute or imply acceptance of the road as a public way.

The following criteria shall govern the naming system:

- a) No two roads shall be given the same name (ex. Pine Road and Pine Lane).
- b) No two roads shall have similar-sounding names (ex. Beech Lane and Peach Lane).
- c) Each road shall have the same name throughout its entire length.

Section 6. Numbering System

The following criteria shall govern the numbering system:

- a) Numbers shall be assigned every 50 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 as numbers ascend. A 25-foot or less interval may be applied in more densely structured areas.
- b) All number origins shall begin from the center of Patten (the intersection of Route 159, Route 11, and Dearborn Street) 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 front door cannot be seen from the main road.
- d) 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 235 Maple Road, Apt 2.

Section 7. Compliance

All owners of structures shall, by the date stipulated in Section 9, display and maintain in a conspicuous place on said structure, assigned numbers in the following manner:

- a) Number on the Structure or Residence. Where the residence or structure is within 50 feet of the edge of the road right-of-way, the assigned number shall be displayed on the front of the residence or structure in the vicinity of the front door or entry.
- b) Number at the Road Line. Where the residence or structure is over 50 feet from the edge of the road right-of-way, the assigned number shall be displayed on a post, fence, wall, the mailbox, or on some structure at the property line adjacent to the walk or access drive to the residence or structure.

- c) Size, Color, and Location of Number. Numbers shall be of a color that contrasts with their background color and shall be a minimum of 4 inches in height. Numbers shall be located to be visible from the road at all times of the year.
- d) Proper Number. Every person whose duty is to display an assigned number shall remove any different number which might be mistaken for, or confused with, the number assigned in conformance with this ordinance.

Section 8. 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 E911 Coordinator. This shall be done at the time of the issuance of the building permit.
- b) New Subdivisions. Any prospective subdivider shall show a proposed road name and lot numbering system on the pre-application submission to the Patten Planning Board. Approval by the Patten Planning Board, after consultation with the E911 Coordinator and E911 Committee, 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, lines, or dots in the center of the streets every 50 feet so as to aid in the assignment of numbers to structures subsequently constructed.
- c) Any new campground, subdivision, or housing park shall provide a site map of lots for the use of Emergency Medical Services.

Section 9. Effective Date

Once this ordinance becomes effective, it shall be the duty of the E911 Coordinator to notify by mail each property owner and the U.S Postal Service of their new address at least 60 days prior to the effective date of its use. It shall be the duty of each property owner to comply with this ordinance, including the posting of new property numbers, within 60 days following notification. On new structures, numbering will be installed prior to final inspection or when the structure is first used or occupied, whichever comes first.

Section 10. Severability

The invalidity of any section or provision of this Ordinance shall not be held to invalidate any other section or provision.

Disclaimer:

This Ordinance shall not in any way affect compliance with any other Town of Patten Ordinance.

E-911 Addressing Ordinance (continued)

Approved by the Patten Planning Board on December 19, 2024.

Approved by the Patten Select Board on January 6, 2025.

Approved by the Town of Patten residents on April 23, 2025.

Attested: True Copy


Town Clerk

Adopted: 06/25/1996

Updated: 04/23/2025