

ORDINANCE NO. 3-2000

AN ORDINANCE ESTABLISHING AN ORDERLY SYSTEM FOR NAMING ROADS, ADDRESSING PROPERTY, PLACING ROAD INTERSECTION SIGNS, AND INSURING CONTINUITY FOR FUTURE GROWTH IN MADISON COUNTY.

I. Purposes

A. To facilitate the easy and rapid location of properties by law enforcement, fire, rescue, and emergency medical services personnel in Madison County;

B. To reduce the chance that response time for Enhanced 9-1-1 calls to police, fire, and ambulance services may be delayed if a location is not readily identifiable by the caller, dispatcher, or emergency service personnel;

C. To define a system to assign road names and address numbers, and to place road intersection signs, which will assist in locating individual roads, buildings, and places in a logical manner; and

D. To protect the public health and safety of all persons living, working, or visiting in Madison County.

II. Authority

Authority to adopt and enforce this ordinance is found in 7-5-2101, 7-5-2102, and 7-14-2101 et seq., MCA.

III. Applicability

This ordinance shall apply to all unincorporated areas of Madison County.

IV. Administration

This ordinance shall be administered by the Board of Madison County Commissioners, or its designated agent, which is authorized to and shall assign road names and numbers to all properties, both on existing and proposed roads, in accordance with the criteria as described in this ordinance.

The Madison County Planning Office shall be responsible for maintaining the following official records of this ordinance:

- A. A Madison County map for official use showing roads and major road names
- B. An alphabetical list of all roads
- C. A Master Street Addressing Guide

V. Naming System

All roads that serve three or more properties or residences shall be named, regardless of whether the ownership is public or private. A "road" is defined as any highway, road, street, avenue, lane, private way, or similar paved, gravel, or dirt thoroughfare. A road name assigned by Madison County shall not constitute or imply acceptance of the road as a public way.

The following standards shall govern the naming of roads:

- A. No two roads shall be given the same name within a community (e.g., no Pine Road and Pine Lane).
- B. No two roads should have similar-sounding names (e.g., Beech Road and Peach Road).
- C. Any extension of an existing road shall have the same name as the original road segment. An exception to this rule is an extension of a community street into an unincorporated area of the county, whereby the road extension may be assigned a new name.

VI. Numbering System

Numbers shall be assigned on the following basis:

- A. In unplatted communities and rural areas, address numbers will be assigned by measuring distance in miles and fractions of a mile. This means there will be 100 addresses assigned per mile.
- B. Addresses will be assigned based upon the driveway entrance, not the actual location of the structure.
- C. Properties on the right-hand side of the road, heading in the direction of larger address numbers, will have even numbers; properties on the left-hand side of the road will have odd numbers.

Example: A homesite located .5 mile along Buckhorn Drive on the right-hand side of the road would be 50 Buckhorn Drive. A homesite located 2.25 miles along Buckhorn Drive on the left-hand side of the road would be 225 Buckhorn Drive.

- D. On state and federal highways, address numbers will generally reflect the distances indicated by the mile markers.
- E. On secondary roads that originate off a major road, address numbers will begin at the secondary road's junction with the major road.
- F. Where a looped secondary road begins and ends at the same major road, address numbers will begin at the point of origin, which is the point closest to the nearest town.
- G. Where a secondary road begins at one major road and ends at a different major road, address numbers will begin at the point of origin, which is the point closest to the nearest town.
- H. If a secondary road begins and ends in two different zip codes, the point of origin is the point closest to the larger of the two towns.
- I. In platted communities, address numbers will be assigned according to the lots-and-blocks method typical of established communities.
- J. Where a road is a continuation of a community street, the road addressing system shall be decided by the County Commissioners or their designated agent, after consultation with local officials.
- K. On roads which include a closed loop, address numbers will be assigned by following the loop around to the right.
- L. Every building and area with more than one principal use or occupancy shall have a separate address number for each use or occupancy. Duplexes shall have two separate numbers. Apartments, condominiums, mobile home park sites (and recreational vehicle park sites) will have one road number followed by an unique address number (e.g., 75 Buckhorn Drive, Apt. 1 or Unit 1).
- M. Properties will be numbered according to the road providing their primary access.

VII. House/Business Number Signs

Within 60 days after receipt of written address notification by the County, the owner or occupant shall affix/display the assigned address number as described herein:

A. Signage and Location of Road Address Numbers.

All road address number signs shall be made of a durable and clearly visible material.

1. **Individual Residences.** Road address numbers for residences shall not be less than 3" in height. Whenever a building is more than 50' from the road or when the entrance of the building is not visible from the road, the number shall be placed along a walk, driveway, or other location so that the address number can be read from the road. The address number must also appear on both sides of any installed mailbox.

2. **Mobile Home Parks (and Recreational Vehicle Parks).** The road address number for the main complex shall not be less than 4" in height. The number shall be displayed at the main entrance to the complex. Unit numbers for individual spaces shall not be less than 3" in height. The unit number shall be placed at the entrance to each space.

3. **Multiple Housing, Commercial, and Industrial Structures.** Road address numbers for apartments, condominiums, commercial and industrial structures shall not be less than 4" in height. The numbers shall be displayed over the main entrance to the structure or complex. Numbers for individual units or establishments within an apartment, townhouse, condominium, or shopping center complex shall be displayed on, above, or to the side of the main doorway of each unit or establishment.

B. New Numbers. Upon affixing the new numbers, it shall be the duty of such owner or occupant to remove any existing or different address number. The cost of the new numbers shall be the responsibility of the owner or occupant.

VIII. Road Name Sign Standards

A. Location, Size, and Material. A road name sign of standard design and reflective material, with lettering not less than 4" in height, shall be erected on a pole at each intersection of public roads within the County.

- B. **Erection – Private Roads and Public, Non-County Roads.** Property owners shall be responsible for fabricating, erecting, and thereafter maintaining road signs at the intersection of new private roads or new public, non-county roads which provide their primary access. Property owners are encouraged to install road name signs on existing private and public, non-county roads that do not yet have them.
- C. **Erection – County Roads.** The County shall be responsible for fabricating, erecting, and thereafter maintaining road signs at the intersection of new county roads. The County shall, as time and resources allow, install road name signs on existing county roads that do not yet have them.

IX. New Construction and Subdivision

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

- A. Whenever any residence or business is constructed or developed, it shall be the owner's duty to obtain an assigned number from the Madison County Planning Office. Where the property requires sanitation approval from the County Sanitarian's Office, the address assignment shall be given prior to receipt of the septic permit.
- B. Any subdivider shall present a proposed road name and lot numbering system to the Madison County Planning Office prior to final plat approval. Final plat approval by the Board of Madison County Commissioners shall include assignment of the road names and numbers to the lots in the subdivision.
- C. No person, firm, corporation, partnership, or other entity shall authorize any public utility company to supply any services to any new resident or business in Madison County until an address for such has been assigned or otherwise approved by Madison County.

X. Repealing Clause

All ordinances or parts of ordinances conflicting with this ordinance are hereby rescinded.

XI. Severability Clause

If any part of this ordinance is declared by the courts to be invalid or unconstitutional, that decision shall not affect the validity of the remaining parts.

XII. Violations

Any violation of this ordinance shall be a misdemeanor, punishable by a fine not to exceed \$500 or confinement in the county jail for a term not to exceed six (6) months, or both.

XIII. Notification and Compliance

After this ordinance becomes effective, each property owner shall receive an address notification, in cooperation with the United States Post Office. It shall be the duty of each property owner to comply with this ordinance, including the posting of property numbers, within 60 (sixty) days following the date of notification. On new structures, numbering must be installed before the structure is first used or occupied.

PASSED BY THE BOARD OF MADISON COUNTY COMMISSIONERS and signed after the first reading this 19th day of June, 2000.



Frank G. Nelson, Chairman



C. Ted Coffman



William H. Doggett
Board of Madison County Commissioners

This ordinance shall take effect as of August 17, 2000.

PASSED BY THE BOARD OF MADISON COUNTY COMMISSIONERS and signed after the second reading this 12th day of July, 2000.

Frank Nelson
Frank G. Nelson, Chairman

Not Available for signature
C. Ted Coffman

William H. Doggett
William H. Doggett
Board of Madison County Commissioners

FILE 101-C 077457

ORDINANCE NO. 3-2000

MADISON COUNTY COMMISSIONERS

SYSTEM FOR NAMING ROADS
ADDRESSING PROPERTY ETC.

RECORDER'S OFFICE

Madison County, Montana

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FILED

JULY 20th

2000

10:05

o'clock A.M.

Stephens

County Recorder

Deputy

Fee \$ NONE