

MODEL ADDRESSING ORDINANCE

TOWN OF WESTPORT ISLAND
MODEL ADDRESSING ORDINANCE

Originally adopted March 23, 1995

Amended June 29, 2013

SECTION 1. – PURPOSE

The purpose of this Ordinance is to enhance the easy and rapid location of properties for the delivery of public safety and emergency services, postal delivery and business delivery.

SECTION 2. – AUTHORITY

This Ordinance is adopted pursuant to and consistent with the Town’s Home Rule Authority under Title 30-A M.R.S.A. Section 3001 and Art. VIII, Pt. 2, Section1 of the Maine Constitution.

SECTION 3. – ADMINISTRATION

This Ordinance shall be administered by the Board of Selectmen, who may assign road names to roads serving two (2) or more addresses and may assign lot numbers to all properties, both on existing and proposed roads. The Selectmen may be represented by the 911 Officer or Deputy as their agent(s).

SECTION 4. – NAMING SYSTEM

All roads in the Town of Westport Island that serve two or more addresses shall be named regardless of whether the ownership is public or private. A road name assigned by the Board of Selectmen or the 911 Officer or Deputy, shall not constitute or imply acceptance of the road as a public way. The following criteria shall govern the naming system:

- 4.A. Undeveloped properties shall be staked at the lot boundaries and proposed driveways on the portion of the lot on the designated addressing road.
- 4.B. Similar names – No two roads shall be given the same or similar sounding names to other Westport Island roads or roads in nearby communities.
- 4.C. Each road shall have the same name throughout its entire length.
- 4.D. Each designated lot shall be assigned a 911 address.

SECTION 5. – APPEALS If a person, firm, or other legal entity is aggrieved by any aspect of this Ordinance, an appeal may be made to the Board of Appeals.

- 5.A. Any appeal to the Board of Appeals shall be filed on a Board of Appeals application form, and shall include all required submissions as well as the Board of Appeals application fee. See the Fee Schedule, application form and instructions at the Town Office.
- 5.B. All appeals shall be filed within thirty (30) days of the action or decision, which is being appealed. The Application shall specify all points and reasons for appeal.
- 5.C. The Board of Appeals shall hold a *de novo* hearing within thirty-five (35) days of the receipt of the completed application, and may affirm, modify or reverse the decision or action. The Board of Appeals shall inform the applicant of the decision in writing within seven (7) days of its decision.

MODEL ADDRESSING ORDINANCE

5.D. Any aggrieved party may appeal the Board of Appeals' decision to the Superior Court within forty-five (45) days of the date of such decision pursuant to Rule 80B of the Maine Rules of Civil Procedure.

SECTION 6. - SEVERABILITY

The invalidity or unconstitutionality of any section or provision of this Ordinance shall not invalidate any other section or provision thereof.