

## Chapter 157

### STREET NUMBERING AND NAMING

**§157-1. Purpose.**

**§157-2. Parties affected.**

**§157-3. Numbering system.**

**§157-4. Numbering requirements and procedures.**

**§157-5. Naming of streets, roads and private ways.**

**[History: Adopted by the Board of Selectmen of the Town of Bow 9-10-2013. Amendments noted where applicable.]**

**§157-1. Purpose.**

- A. To establish a uniform system of numbering buildings and establishing street and mailing addresses within the Town of Bow.
- B. To provide a more expedient response from all emergency service agencies, such as police, fire, ambulance or other rescue services.
- C. To promote efficiency in locating buildings within the Town of Bow for the delivery of utilities, mail, and other services.
- D. To provide a uniform and standard system for naming the public or private ways, streets of the Town of Bow.
- E. For the purposes of this Article, “addressable structure” shall be defined as: Any buildings currently occupied, or which in the future may be occupied, to which emergency services may be dispatched.

**§157-2. Parties affected.**

- A. Properties and primary structures on any new public or private way, street or road.
- B. Any new addressable structure built on an existing new public or private way, street or road will require the renumbering of all addressable structures and properties on that street in accordance with the numbering system detailed in §157-3.
- C. Any public or private way, street or road that is renamed by the Board of Selectmen will result in the renumbering of all addressable structures and properties on that public or private way, street or road in accordance with the numbering system detailed in §157-3.

### **§157-3. Numbering system.**

The numbering system has been established by the Board of Selectmen upon recommendation of the New Hampshire Department of Safety, Division of Emergency Services and Communications. The numbering system is based on the following processes:

- A. The starting point of each public or private way, street or road is determined by its primary intersection, and the numbering begins at each public or private way, street or road's starting point.
- B. All addressable structures for which the access point is on the right side of the public or private way, street or road shall have an even number. All addressable structures for which the access point is on the left side of the public or private way, street or road shall have an odd number. Unused numbers shall be reserved for future use to prevent the need to renumber in the future.
- C. One even or odd number shall be assigned to every 50-foot increment from the starting point of the public or private way, street or road.
- D. All public or private way, street or road numbering will be based upon the most current Addressing Standards Guide prepared by New Hampshire Department of Safety, Division of Emergency Services and Communications.

### **§157-4. Numbering requirements and procedures.**

All primary structures shall be required to display the assigned number in the manner described in this section.

- A. All existing and new addressable structures shall use only the number assigned by the Board of Selectmen.
- B. All numbers shall be affixed, either vertically or horizontally, to a post or other fixture, such as a tree or mailbox, but not to a utility pole. With the exception of numbers affixed to a building as in paragraph C, below, or to a mailbox as in paragraph D, below, numbers shall be displayed at a height of between 4 to 8 feet from the elevation of the traveled roadway. If the numbers are affixed to a post or other fixture, such fixture shall be located on the property between 4 to 8 feet from either side of the driveway or access, and shall be no closer than 2 feet from the road right-of-way.
- C. As an alternative, where an addressable structure is visible from the traveled roadway, the numbers may be placed on the building in an unobstructed location, so as to be easily visible from the traveled roadway from both directions of travel. Such numbers shall conform to all other requirements of this section.

- D. Mailboxes may be installed pursuant to US Postal Service regulations, as long as the mailbox or any part of its structure does not project into the traveled roadway or interfere with travel, road maintenance, and snow removal. In situations in which a mailbox is placed on the side of the traveled roadway opposite the primary structure, the numbers must be displayed on a separate post at the driveway or access to the primary structure. To eliminate confusion for emergency services and others, the street number shall be displayed only on the side of the traveled roadway on which the primary structure is located.
- E. All property owners are responsible to maintain their street numbers so as to be visible year round. All numbers shall be placed so as to be visible and legible from both directions of travel.
- F. All numbers shall be displayed in Arabic form (0, 1, 2, 3, 4, 5, 6, 7, 8, 9).
- G. All numbers shall be at least 4 inches high, with the exception of numbers affixed to a mailbox, which shall be at least 3" high. Numbers shall be reflective or shall be visible at all hours of the day and in all weather conditions throughout the year.
- H. All existing numbers shall be changed to conform to the provisions of this Chapter. No person shall display any number that may be confused with or conflict with the number assigned by the Board of Selectmen (except for those numbers on signs that identify the year in which a historic house was established or built).

**§157-5. Naming of streets, roads and private ways.**

- A. Under the provisions of RSA 231:133, any future requests to name a public or private way, street or road shall be first submitted to the Board of Selectmen for approval. The Board of Selectmen shall consult with the Police Chief, Fire Chief, and Town of Bow E911 Liaison prior to approving any name.
- B. The Planning Board, while reviewing an application for a subdivision that will result in a public or private way, street or road, shall refer the subdivision applicant to the Board of Selectmen for approval of the proposed public or private way, street or road name(s).
- C. Pursuant to RSA 231:133, the Board of Selectmen shall not approve any name that is "confusingly similar to any such existing name, or which otherwise might delay the locating of any address in an emergency."