

CHAPTER 110

BUILDINGS, NUMBERING OF

[**HISTORY:** Adopted by the Board of Selectmen of the Town of Hillsborough 5-31-1990. Amendments noted where applicable.]

§ 110-1 Purpose and intent.

The purpose of this chapter is to require the clear display of authorized and assigned house or building numbers for every building fronting on any street in the Town of Hillsborough. This is in order to assist the general public and emergency services, public and private, in identifying any property in case of emergency.

§ 110-2 Town Assessor's Map.

There is hereby established a uniform system for numbering and renumbering, where appropriate, properties along all streets, avenues and public and private ways in the Town of Hillsborough.

A. The Code Enforcement Official, under the direction and authority of the Board of Selectmen, is hereby authorized to decide which building or buildings on any particular lot shall be numbered.

B. It shall be the duty of every owner of a building in the Town of Hillsborough to cause to be displayed thereon the street number of said building and at all times to maintain such number in compliance with the provisions of this chapter.

C. New numbers. All property numbers for new subdivisions and lots created by resubdivisions shall be consistent and uniform with existing numbers in the immediate area as determined by the Board of Selectmen.

D. Even and odd numbers. Even numbers shall appear on one side of each street, while odd numbers shall appear on the opposite side of the street.

E. All parcels of property shall be numbered in a uniform fashion at fixed intervals of 50 feet as designated on the Town Assessor's Map, in order to facilitate continued numbering without need for change when properties are subdivided.

§ 110-3 Responsibility of property owners.

A. Whenever any improvements shall be erected or located in the Town of Hillsborough after the passage of this chapter and in order to preserve the continuity and uniformity of numbers of the property, it shall be the duty of the owner to ascertain the correct number or numbers as designated by the Town Assessor's Map from the Code Enforcement Official for said property and to immediately fasten on the improvement and/or, by some

other appropriate method the property marker clearly setting forth the correct number or numbers so assigned upon said property in the manner provided by this chapter.

B. No permit shall be issued for any house, building or structure until the owner has ascertained the official number of the proposed or existing improvement from the Code Enforcement Official.

C. Upon any subdivision or resubdivision of land in the Town of Hillsborough resulting in the lot or lots other than those delineated on the Town Assessor's Map, the subdivider shall assign (indicate?) a property number or range of numbers to each lot resulting from said subdivision or resubdivision.

D. Any person having a number different from that officially assigned shall be deemed to be in violation of this chapter.

§ 110-4 Notification of owners.

After approval of the town numbering system, the Board of Selectmen shall notify, by regular mail or personal delivery, all owners of improvements which do not display a number or which display an incorrect number that they must bring their building into conformity with this chapter within three months of the date of the notice.

§ 110-5 Applicability.

All residential, commercial, industrial or other structures erected or to be erected within the Town of Hillsborough shall display identification numbers as provided herein and in accordance with specifications provided herein.

§ 110-6 Numbering specifications.

A. The owner, occupant or lessee of each and every structure which now fronts or which may hereafter front upon any public or private street shall, in accordance with § 110-3, cause the authorized and assigned number of such structure to be permanently and conspicuously placed in accordance with the specifications set forth herein. Any building presently numbered shall display the existing number.

B. Specifications. House or building numbers shall be:

- (1) In Arabic numerals.
- (2) A minimum height of three inches.
- (3) Mounted in a secure fashion to the front wall or porch of the building or other fixed appurtenance on the front of the building so as to be clearly visible from the street.
- (4) Sufficiently legible as to contrasting background, arrangement spacing and uniformity so as to be clearly visible from the street.

(5) At least 30 inches above ground level and so placed that trees, shrubs and other obstructions do not block the line of sight of the numbers from the street upon which the building fronts.

(6) If possible, the numbers shall be placed alongside any existing outside lighting so as to be illuminated.

C. Placement of numbers on post, rod or mailbox. If the numbers affixed to the front of the building would not be visible from the street as required or as an alternative thereto, requirements of this chapter are satisfied if the owner, occupant or lessee shall provide the Arabic numbers, as required hereinabove, upon a post, rod or other type of fixture of substantial nature adjacent to a driveway leading to said building so that the number may be conspicuous and visible from either direction when traveling on the road. The location shall not be greater than 10 feet from the edge of the roadway. A mailbox, post or rod on the opposite side of the street that the building fronts on will not satisfy the requirements of this chapter.

D. All numbers posted pursuant to this chapter shall be of reflective material or of sufficient visual contrast to the background material to be easily discernible with the aid of an emergency vehicle spotlight.

E. All buildings with Fire Department hose connections will have a sign with the twelve-inch-high reflective letters, "FDC," directly above the unobstructed connection.

§ 110-7 Multiple entrances.

A. Where any improvement has more than one entrance serving separate occupants, a separate number shall be assigned to each entrance serving a separate occupant and shall be posted as otherwise provided in this chapter.

B. Where only one number can be assigned to any one improvement, "Unit 1," "Unit 2," etc., or "Apt 1," "Apt 2," etc., may be required to designate each separate entrance serving the separate occupant.

C. Where any building or complex of buildings is so structured that all separate entrances serving separate occupants and the numbers assigned to them are not clearly visible from the centerline of the street, then the number for each separate entrance shall be placed near the walk or driveway from the street to such separate entrance and upon a gate, post, fence or other appropriate place so as to be visible from the center line of the street. The height limitations on such a display shall be the same as those provided hereinabove.

D. For all multifamily improvements having apartment doors opening on interior halls, each door shall have a number no less than two inches high affixed thereon, and all entranceways shall have on the exterior thereof a display indicating the sequence of apartments served by such entranceway.

§ 110-8 Noncompliance.

Noncompliance shall be deemed a violation. Any person, corporation, partnership or other entity owning a building within the Town of Hillsborough refusing or neglecting, for 30 days after notice from the Code Enforcement Official, to place the proper designated number on said building shall be deemed in violation of this chapter.

§ 110-9 Violations and penalties.

Any person who shall be found guilty of violation of this article shall be fined not more than the maximum amount allowed by the laws of the State of New Hampshire, and each day such violation shall continue shall be deemed a separate offense.