

ORDINANCE # 387
OF
RECTOR, ARKANSAS

AN ORDINANCE ESTABLISHING A UNIFORM SYSTEM FOR NUMBERING BUILDINGS AND STREET FRONTAGE, NAMING STREETS, ESTABLISHING BASE STREETS AND DESIGNATIONS FOR NUMBERING AND NAMING PURPOSES, PROVIDING THE METHODS FOR INSTITUTING SAID SYSTEM, AND FOR THE ENFORCEMENT THEREOF.

SECTION 1. There is hereby established a uniform system for numbering the property frontage on all streets, avenues, and public and private ways in the Basing System of the City of Rector comprised of the incorporated city. All houses and other buildings shall be numbered in accordance with the provisions of this Ordinance.

SECTION 2. First Street shall constitute the base line for numbering buildings along all streets running northerly and southerly, and Main Street shall constitute the base line for numbering buildings along all streets running easterly and westerly.

(1) Each building north of First Street and facing a street running in a northerly direction shall carry a number and address indicating its location north of said base street.

(2) Each building south of First Street and facing a street running in a southerly direction shall carry a number and address indicating its location south of said base street.

(3) Each building east of Main Street and facing a street running in an easterly direction shall carry a number and address indicating its location east of said base street.

(4) Each building west of Main Street and facing a street running in a westerly direction shall carry a number and address indicating its location west of said base street.

(5) All buildings on diagonal streets shall be numbered the same as buildings on northerly and southerly streets if the diagonal runs more from the north to the south, and the same rule shall apply on easterly and westerly streets if the diagonal runs more from the east to the west. All buildings on diagonal streets having a deviation of exactly forty-five (45) degrees,

shall be numbered the same as buildings on northerly and southerly streets.

SECTION 3. The numbering of buildings on each street shall be based on its block number. The block numbering for each street shall have begun at the base line. All numbers assigned to property and buildings shall be assigned on the basis of one for each twenty-five (25) feet of street frontage. Where a lot of record is in excess of 25 feet of street frontage, with single building occupancy, the building shall be the nearest number within the sequence of 25 foot assignment.

SECTION 4. (a) All buildings on the south and west sides of each street shall bear ODD numbers. All buildings on the north and east side of each street shall bear EVEN numbers.

(b) Where any building has more than one entrance serving separate occupants, a separate number shall be assigned to each entrance serving a separate occupant providing said building occupies a lot, parcel, or tract having a frontage equal to 25 feet for each such entrance. If the building is not located on a lot, parcel, or tract which would permit the assignment of one number to each such entrance, numerals and letters shall be used, as set forth in Section 7 herein.

SECTION 5. All buildings facing streets not extending through to the base line shall be assigned the same relative block numbers derived from the block grid system as if the said street had extended to the said base line.

SECTION 6. (a) The City Council shall cause the necessary survey to be made and completed within 12 months from the date of the adoption of this Ordinance, to determine the address of property requiring the assignment of an address or requiring a change of address under the terms of this Ordinance. Thereafter, there shall be assigned to each house and other residential, commercial, industrial, or public building located on or gaining access to any street, avenue, or public way in said Basing System, its respective number under the uniform system provided for in

this Ordinance according to said survey.

(b) When the said survey shall have been completed and each house or building has been assigned its respective number or numbers, the City shall notify by letter:

- (1) The owner, occupant, or agent of affected house or building;
- (2) The U.S. Postal Service, the major utilities serving the address area, et., and emergency services such as police and sheriff, fire departments and ambulance service.

The City shall make a record of the date of the letter sent and the address to which it was mailed.

(c) The owner, occupant, or agent of the affected house or building shall place or cause to be placed upon each house or building, the number or numbers assigned under the address system as provided in this Ordinance.

(d) Such number or numbers shall be placed on existing buildings within thirty (30) days from the date of the letter of notification. The cost of the number or numbers shall be paid for by the property owner and may be procured either from the Rector Water Office at the unit price for the same, such price to be the cost of such units to the city, or from any other source. Replacement of numbers shall be procured and paid for by the owner. The numbers used shall not be less than three (3) inches in height for residential structures and shall not be less than six (6) inches in height for non-residential structures. The numbers shall be of a durable reflective material on a color contrasting background to promote enhanced visibility. If the proper number is not placed on an existing building within thirty (30) days from the date of the letter of notification, it shall be the duty of the enforcement officer to install the proper number or numbers on said premises as hereinafter set forth, and to make a charge of \$2.50 for each number so installed; which said charge shall be added to the property owner's water

bill.

(e) The numbers shall be conspicuously placed immediately above, on or at the side of the proper door of each building so that the number can be seen plainly from the street on which the number is based. Whenever any building is situated so that the number is not clearly discernible from the street line or vision of the building from the street is otherwise obscured, the number or numbers assigned shall be placed near the walk, driveway or common entrance to such buildings, and affixed upon a gate post, fence, mail box, post, or other appropriate place so as to be easily discernible. Numbers painted or stenciled on the curb shall not be a lawful substitute for the display of address numbers prescribed by this Ordinance.

SECTION 7. (a) Where only one number can be assigned to any house or building; the owner, occupant, or agent of such house or building, who shall desire distinctive numbers for the upper and lower portion of any house or building, or for any part of any such house or building fronting on any street; such owner, occupant, or agent shall be assigned the suffix (A), (B), (C), etc., as may be required. Fractional numbers shall not be used as an alternative to alphabetical designations.

(b) Distinctive names such as 1st Place, Plaza One, or the like, may be used by owners to name business locations. However, businesses so named shall also display the correct assigned address number or numbers in accordance with this Ordinance.

SECTION 8. For the purpose of facilitating correct numbering, a plat book of all streets, avenues, and public ways within the city and county service area showing the proper numbers of all houses or other buildings fronting upon all streets, avenues, public or private ways shall be kept on file in the office of the Rector Water Department. These plats shall be open to inspection of all persons during the office hours of the manager. Duplicate copies of such plats shall be furnished to the city engineer, building inspector and other appropriate offices or persons of

the city's office staff.

SECTION 9. It shall be the duty of the enforcement officer to inform any party applying for address numbers therefore of the number or numbers belonging to or embraced within the limits of any said lot or property as provided in this Ordinance. In case of conflict as to the proper number to be assigned to any building, the enforcement officer shall determine the number of such building.

SECTION 10. (a) The owner or agent proposing to locate any house, building or structure in need of an address in the address service area of the City of Rector shall apply to the enforcement officer for the assignment of the correct number or numbers.

(b) In building permit issuing area, no building permit shall be issued for structures in need of an address and no mail shall be delivered until the owner or agent has been assigned the correct address. The applicant is encouraged to post a temporary sign displaying the assigned address number at the construction site until such time the permanent number can be displayed.

(c) In those parts of the address service area where building permits are not issued, the owner or agent shall apply to the enforcement officer for the assignment of the correct address. The address must be known by the owner or agent before electrical service is extended to the proposed building site.

(d) Final approval of any structure erected, repaired or altered for occupancy after the effective date of this Ordinance shall be withheld by the enforcement officer and no mail shall be delivered until permanent and proper numbers have been affixed within thirty (30) days to said structure or otherwise in accord with the procedures of this Ordinance.

SECTION 11. There is hereby established a uniform system of street naming in the address service area of the City of Rector and all streets, avenues, and other public and private ways shall be named in accordance with the provisions of this ordinance.

(a) A street or other public road-way running in the same

direction and having an angular deviation of not more than 90 degrees for a distance of not more than 315 feet, shall carry the same name unless special circumstances make such a plan impracticable or not feasible.

(b) Street names shall not be duplicated within the address service area.

(c) That part of any street ending in a permanent dead end or cul-de-sac, shall not carry the designation street, avenue, or road but may carry the designation place, cove, trail, etc.

(d) The City Council may adopt further designations or any additional rules and regulations which may be required from time to time upon recommendations of the Planning Commission by amending this section.

SECTION 12. For the purpose of clarifying and systematizing the present street naming pattern in the address service area and to implement the application of the matters set forth in Section 11 herein, there is hereby adopted the following plan.

(a) The Rector Planning Commission is hereby authorized to prepare and present to the City Council a recommendation for the naming of all unnamed streets, avenues, and public and private ways within the address service area of the City and to propose new names to eliminate duplications and sound alike street names.

The proposals for new names to eliminate duplications and sound-alike street names that occur in unincorporated parts of the address service area shall be reviewed with the Director of County Operations in accordance with the Letter-of-Agreement.

(b) Guidelines for renaming existing streets may be used as criteria when considering the changing of a duplicate or sound-alike street name:

- (1) Does one street have any historical reason for its name?
- (2) Which street has the least number of structures on it and thus would require the least number of address changes?

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- (3) Which street has had its name for the longest period of time?
- (4) Is the name and thoroughfare designation suffix appropriate according to other street names in the neighborhood?
- (5) Which street name is used for the longest distance or the most traveled section?

Priorities can be established by numerically weighing the importance of these items. Streets with the highest total number would be given priority for name retention.

(c) Developers of property are encouraged to propose street names on plats containing new streets under the guidelines of this Ordinance. All such names are subject to review by the Planning Commission for compliance with this Ordinance, the Letter-of-Agreement and the Procedural Manual.

SECTION 13. Every subdivision plat submitted to the City Council for their approval after the effective date of this Ordinance shall bear upon its face, the report of the Planning Commission of the proper names of any and all streets, avenues, and public way sproposed for public use including private streets within the jurisdiction of the City Council.

SECTION 14. The City Council by resolution may change, rename, or name an existing or newly established street within the limits of said Basing System at any time after the adoption of this Ordinance upon recommendation of teh planning Commission.

SECTION 15. Street name signs should be erected in urban areas at all street intersections regardless of other route marking that may be present, i.e., state and county route numbers. In rural parts of the addressing service area street name markers should be installed to identify important roads and at the intersection of all streets created through plats of addition for non-agriculture, forestry or mining purposes.

a. Future Streets. The developers of property, when said property development is required to undergo the subdivision review

process, shall erect at the developers expense all street names signs at the intersection of any new streets and at the intersection of new streets with existing streets. The signs shall be in conformance with the specifications as administered by the Rector Planning Commission.

b. Block Numbers. In non-urban areas of the County and in instances when street names are changed to eliminate duplications, whether urban or rural, and all future streets it shall be appropriate to include the address block number on street name markers.

ADOPTED this 10 day of September, 1988.

CITY OF RECTOR, ARKANSAS

BY: Reuben Seay
Reuben Seay, Mayor

ATTEST
Dorene Gordon
Dorene Gordon, City Clerk

(SEAL)