

ORDINANCE NUMBER #114-2012

AN ORDINANCE OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, PROVIDING FOR THE RENAMING OF CERTAIN PUBLIC AND PRIVATE STREETS, AND AN EMERGENCY RESPONDERS BUILDING NUMBER SYSTEM

Whereas, Coolbaugh Township, in order to promote the general health, safety, and welfare of the citizens of the Township, has recognized the need for emergency services personnel and providers, including Fire Departments, EMS, Ambulances and other such providers, to quickly and accurately locate streets and buildings within the Township, in order to reduce response times and thereby more efficiently protect and service the citizens of the Township;

WHEREAS, Monroe County has developed a 911 Address Project and, in order to effectively implement said project, Coolbaugh Township desires to designate names of streets and roads, both public and private, in order to eliminate redundant or confusing road and street names in Coolbaugh Township;

WHEREAS, Coolbaugh Township, under the authority of article XXIII, Section 2329, of the second Class Township Code, 53 P.S. 67329, is empowered to require and regulate by ordinance the naming of streets and roads;

WHEREAS, Coolbaugh Township has determined that certain public and/or private streets or roads have confusing or redundant names, and are not identified with proper street signs with which emergency personnel can quickly and efficiently locate streets within the Township;

WHEREAS, Coolbaugh Township, under the authority of article XV, Section 1520, of the Second Class Township Codes, as amended, 53 P.S. 66520, is empowered to require and regulate by ordinance the numbering of buildings;

WHEREAS, in order to further effectively implement the Monroe County 911 Address Project, Coolbaugh Township desires to institute a building numbering system so that emergency responders and other emergency services can clearly identify and locate properties and buildings within the Township;

WHEREAS, Coolbaugh Township has determined that structures within the Township are not properly named or marked with proper building number signage to direct emergency personnel seeking to locate buildings within the Township; and

WHEREAS, Coolbaugh Township has determined that a uniform system of building number signs, and a uniform system for roadway name for all streets or roads, both public and private, are necessary to preserve the general health, safety, and welfare of the residents of Coolbaugh Township.

NOW , THEREFORE, BE IT ENACTED AND ORDAINED BY THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP, Monroe County, Pennsylvania, and it is hereby enacted and ordained by authority of the same, as follows:

SECTION I - SHORT TITLE

This Ordinance shall be known as and may be cited as the "Coolbaugh Township E-911 Addressing Ordinance".

SECTION II - BUILDING NUMBER SIGNS

- A. **Building Numbers Required** - It is and it shall be the duty and responsibility of each and every owner, trustee, lessee, agent, occupant, and possessor of each and every existing or proposed house, building, or other structure located in Coolbaugh Township, whether on a public or private roadway, to have the house, building or other structure numbered with its official building number assigned by Coolbaugh Township in conformity with the Monroe County 911 Address Project, and as required herein. All persons required to number existing or proposed houses, buildings, or other structures shall contact Coolbaugh Township and secure an assigned building number.
- B. **Specifications for Building Number Signs**
1. The building number sign identifying the building or other structure shall have four inch (4") white reflective numerals on a uniform green reflective rectangular background, in full view from the road, positioned so that snow, leaves, tree branches, shrubs or other such impediments shall not obstruct the visibility required by this Ordinance, and shall comply with the following regulations:
 - a. The background shall be a rectangular uniform green reflective material, Type I (Engineer Grade) or better, with a minimum size of five inches by twelve inches (5" x 12"), overlaid on an aluminum, fiberglass or other corrosion-resistant material approved by the Township, with a margin of not less than one-half inch (1/2"), nor more than two inches (2") around the building number. Wood, plywood and other wood products are not acceptable.
 - b. The building number shall be made up of Type I (Engineer Grade) or better reflective white sans-serif standard numerals at least four inches (4") in height and spaced so that the building number can be clearly read.

- c. The numbers may be displayed either horizontally or vertically.
 - 1) Horizontal Display: The building number shall be positioned horizontally and correctly read from left to right.
 - 2) Vertical Display: The building number shall be positioned vertically and correctly read from top to bottom.
- 2. Building number signs shall be double-sided, with the number on each side, or two single-sided signs may be used, when necessary, such as when they are placed on the sides of a mailbox, and shall be clearly visible from at least fifty feet (50'), as approached from either direction on the roadway.
- 3. The building sign shall be mounted at a height above the ground surface of at least 42" to the bottom, but not more than 72" to the top, except for numbers permitted to be displayed over a doorway.
 - a. The building number on the required background may be affixed to the sides of a mailbox, or the building number sign may be attached to a mailbox or mounted on a mailbox support, if the mailbox is located immediately adjacent to the driveway of the premises. Where the building number is not located on the mailbox, it shall be installed on an approved post or mount on the subject property where the driveway to the premises intersects the road right-of-way. The building number sign shall not be placed within the road right-of-way, unless placed on a pre-existing structure, other than a utility pole. If the building or structure is located within twenty feet (20') of the roadway, and the other provisions set forth herein are met, the building number sign (single-sided) may be placed conspicuously on the building or structure itself, if the building color is in contrast to that of the sign and the view of the sign from the roadway is unobstructed and clearly visible from at least fifty feet (50'), as approached from either direction on the roadway.
 - 1) For apartments, townhouses, shopping center or similar complexes where only one number is assigned, it shall be displayed at the main driveway.
 - 2) Numbers for individual units or establishments within the complex shall be displayed on, above, or to the right side of the main doorway of each unit or establishment, utilizing reflective white standard numerals at least four inches (4") in height, on a green reflective background, as specified above.

- b. Unless otherwise approved by the Township, the building number sign shall be mounted on one of the following configurations:
 - 1) Mounted on a stand-alone post or pole, off the road right-of-way at the end of the driveway.
 - 2) Mounted on the U.S. Postal Service mailbox for the premises, so long as the mailbox is located at the end of the driveway to the premises and such numbering is not contrary to U.S. Postal Service regulations. Any mailbox which is located off premises, (i.e., not at the end of the driveway to the premises), shall not be used to mount any sign which is substantially similar to the building number signs required herein.
 - 3) Mounted on any other type or kind of approved mounting device in a manner established by resolution of the Board of Supervisors, except that it shall not be mounted on a utility pole.

- C. If the building number sign, post and/or mount is knocked down and/or removed and/or otherwise covered by an unforeseen occurrence, the owner of the subject property shall repair and/or reinstall the building number sign within sixty (60) days of the occurrence.

- D. It shall be unlawful to cover any building number sign with any other sign, drapery, or other obstruction tending to conceal such building number, and all inaccurate, obsolete, or non-conforming building numbers shall be removed from any property, house, building, or other structure when a new number has been assigned, or when so directed by the designated Township representative.

- E. Time for Installing Building Number Signs - All new building number signs shall be installed and all non-conforming building number signs shall be brought into compliance with this Ordinance within 180 days after the date of notification of the address by the appropriate authority.

- F. Building Number Signs and Certificate of Compliance - No zoning permit or other Township permit shall be issued for any existing or proposed building until a building number sign has been installed on the property in accordance with this Ordinance.

SECTION III - STREET NAME SIGNS

- A. **Street Names Required** - All roadways (for purposes of this Article, the term Roadway shall mean any and all public and/or private roads, streets, lanes, drives, avenues, easements and/or other similar rights-of-way used for vehicular traffic) within Coolbaugh Township, whether they be publicly dedicated and maintained, or private and privately maintained, having two or more habitable structures or residences located adjacent thereto which have primary access through such roadway, existing prior to the effective date of this Ordinance or any time in the future, including but not limited to all existing and future mobile home parks, shall be assigned by the Township a designated street name that shall be placed on the Township's Official Map or Road Map, if said maps exist, and used to identify the roadway on an approved street name sign.

Any such designation of a privately maintained roadway shall not impose any obligation or liability upon the Township for the maintenance, inspection, or improvement of said roadway. Such privately maintained roadways shall continue to be privately maintained unless such roadway is improved to standards required by Chapter 21, Part 3 - Road Acceptance Requirements of the Coolbaugh Township Code of Ordinances, offered for dedication and accepted by the Township pursuant to the provisions and process set forth in the Second Class Township Code and the Township's ordinances addressing street dedication.

- B. **Street Name Signs Required** - It is and it shall be the duty and responsibility of each and every owner, trustee, organization, association, lessee, agent, possessor or other entity of each roadway within Coolbaugh Township to have the roadway properly marked with street name signs, as required and specified by this Ordinance.
- C. **Specifications for Street Name Signs** - All roadways within Coolbaugh Township, both public and private, shall be properly marked with street name signs in a manner and form acceptable to the Township and said signs shall comply with the following specifications:
1. The sign face shall be a minimum of eight inches (8") in height, increased as necessary when the name includes a lower case g, j, p, q or y.
 - a. The signs shall be double-sided, with the street name on each side.
 - b. The background of the sign shall be a uniform green with an MUTCD Type III (High Intensity) prismatic reflective sheeting overlay. Street signs for private streets in a subdivision may have a background color which matches an established color scheme, so long as the color is a standard MUTCD color acceptable to the Township, the required retroreflectivity standards are met and the sign shows the same shape and color both day and night.

2. The lettering shall be white, composed of standard sans-serif upper and lower case letters, of a font which is accepted by the MUTCD or the Pennsylvania Department of Transportation for street signs.
 - a. The initial letter of each word shall be in upper case letters at least six inches (6") in height, followed by lower-case letters at least four and one-half inches (4½") in height, spaced in a standard manner so the street name is clearly readable in both directions as approached on the roadway, for streets which are single-lane and for multi-lane streets which have speed limits 40 miles per hour, or slower.
 - b. The letters shall meet the minimum retroreflectivity requirements of the MUTCD, as amended.
 - c. When abbreviations are used on a street name sign, they shall conform to the MUTCD list of acceptable abbreviations.
 3. The sign and post on which the sign is mounted shall be made of a material and installed in a manner approved by the Township and shall meet the current Township and/or Pennsylvania Department of Transportation standards and specifications for street signs as set forth in the current edition of the Manual on Uniform Traffic Control Devices (MUTCD), as amended.
 - a. The sign shall be located on a post, or other structure acceptable to the Township and in compliance with the MUTCD, at a height of approximately ten (10) feet.
 - b. The signs shall be mounted at each roadway intersection in accordance with MUTCD, as amended, with each street name sign naming a roadway at an intersection installed with its faces parallel to the roadway it names.
- D. Time for Repair - If a private street name sign is knocked down and/or removed and/or otherwise covered by an unforeseen occurrence, the owner and/or entity responsible for the private roadway shall repair and/or reinstall the street name sign within sixty (60) days of the occurrence.
- E. Time for installing Street Name Signs

All persons or other entities required to install street name signs for private roadways, as set forth herein, shall install said signs for existing roadways, within 365 calendar days of notification by the appropriate authority.

The owners of any new roadways, shall procure the official road name assignment and complete the requisite sign installation as part of the normal subdivision and land development process. New roadways shall be assigned a name and the requisite street name sign shall be installed prior to opening of the roadway.

All street name signs placed, replaced, modified or maintained after the effective date of this Ordinance shall be brought into conformity with the requirements of this Ordinance.

SECTION IV - MAILING ADDRESS CHANGE AND LIABILITY

All persons required to number buildings, who do not have another duly authorized mailing address, such as a post office box, approved by the United States Postal Service, and who, as a result of the implementation of this Ordinance are required to change their mailing address are solely responsible for obtaining and confirming any new mailing address with the United States Postal Service and are solely responsible for notifying any and all other persons and entities of the persons' new mailing address. Consistent with the Political Subdivisions Tort Claims Act, Coolbaugh Township, its agents and employees, are not liable for any damages or injury occurring to any person or persons resulting from any persons failure to so notify the United States Postal Service or implementation and enforcement of this Ordinance.

SECTION VI - VIOLATIONS, PENALTIES AND REMEDIES

- A. Violations and Penalties - Any persons, firm, corporation or other entity who shall number or attempt to number any house, building, or structure contrary to this Ordinance or who shall, after the times set forth for installations of Building Number Signs and Street Name Signs, and after notification by the Coolbaugh Township designated representative, fail or neglect to number their building, or structure in accordance herewith, or who shall fail to change the number thereof or fail to remove the old number in cases of a number change, and any person or persons who shall after, deface, remove, or destroy any number or sign required to be displayed by this Ordinance, or any person or persons, firm or corporation who fails to install the requisite Street Name Signs required herein and/or attempts to deface and/or remove any such street name sign shall, or who shall otherwise violate any of the provisions of this Ordinance, shall be guilty of a summary offense and upon conviction there of, shall, at the discretion of the Court, be sentenced to pay a fine of not less than One Hundred (\$100.00) dollars and not more than Five Hundred (\$500.00) dollars, the costs of prosecution, and reasonable attorney's fees, and, in default of payment thereof, to imprisonment of not more than thirty (30) days. Each day's violation of any of the provisions of this Ordinance shall constitute a separate offense.

- B. Equitable and Other Remedies - In addition to fines and penalties prescribed in Section VI(A) above, the Township may enforce this Ordinance by equitable, injunctive or other remedies of law, and shall recover from the violator(s) reasonable attorney's fees, court costs and other costs incurred by the Township in enforcing this Ordinance.

SECTION VI - SEVERABILITY

The provisions of this Ordinance are severable. If any sentence, clause or section is for any reason found to be unconstitutional, illegal or invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance. It is hereby declared as the legislative intent that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision(s) not been included herein.

SECTION VII - REPEALER

Except as amended hereby, all provisions of existing Coolbaugh Township Ordinances shall remain in full force and effect. Furthermore, the provisions of any other existing ordinances or parts of ordinances in conflict with this ordinance, to the extent of such conflict and no further, are hereby repealed.

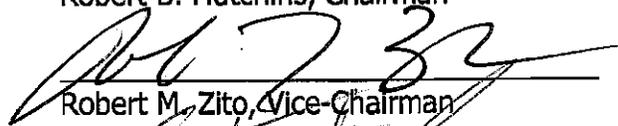
SECTION IV - PUBLIC AND PRIVATE STREET NAME CHANGES

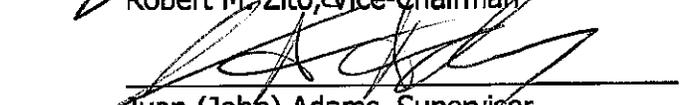
Changes to public and private streets names shall be made by Resolution.

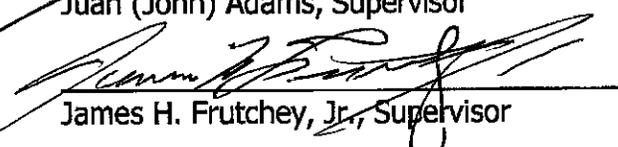
Duly ORDAINED and ENACTED this 20 day of March, 2012, by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, in lawful session duly assembled, same effective five (5) days after adoption or as soon thereafter as allowable by law.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS


Robert B. Hutchins, Chairman


Robert M. Zito, Vice-Chairman


Juan (John) Adams, Supervisor


James H. Frutchey, Jr., Supervisor


Lynn Kelly, Supervisor

ATTEST:


Linda Frutchey, Township Secretary

**AMENDMENT TO COOLBAUGH TOWNSHIP
CODE OF ORDINANCES - #114-2012
E-911 ADDRESSING ORDINANCE (CHAPTER 4, PART 4,
COOLBAUGH CODE OF ORDINANCES)**

AN ORDINANCE OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES, CHAPTER 4, PART 4, E-911 ADDRESSING ORDINANCE, NUMBER 14-2012, SECTION III.

WHEREAS the current edition of the Federal Highway Administration Manual of Uniform Traffic Control Devices states that for local two-lane roads with speed limits of 25 miles per hour or less, the lettering on post-mounted street name signs may be initial upper case 4" letters, followed by lower-case 3" letters.

THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, pursuant to the general powers permitted by the Second Class Township Code (53 P.S. §65101), and power to regulate the naming of streets (53 PS. §67329), the following:

1. Section III(C)(1) (Code 403.3.A.) is hereby amended by replacement of the initial paragraph in its entirety with the following paragraph:

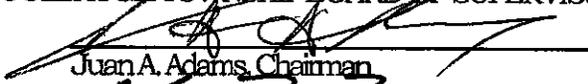
The sign face shall be a minimum of eight inches (8") in height, increased as necessary when the name includes a lower case g, j, p, q or y, except that along local roads with a speed limit of 25 miles per hour or less, the sign face may be a minimum of six inches (6") in height.

2. Section III(C)(2) (a) (Code 403.3.B.(1)) is hereby amended by replacement in its entirety with the following:

For multi-lane streets with speed limits of 40 miles per hour or less and for single-lane streets, the initial letter of each word shall be in upper case letters at least six inches (6") in height, followed by lower-case letters at least four and one-half inches (4 1/2") in height. Along local streets with a speed limit of 25 miles per hour or less, the lettering may be composed of initial upper case letters at least four inches (4") in height, followed by lower-case letters at least three inches (3") in height. All lettering shall be spaced in a standard manner so the street name is clearly readable in both directions as approached on the roadway.

DULY ORDAINED AND ENACTED THIS 18th day of December by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania. This Amendment to the Ordinance shall be effective five (5) days after date of enactment.

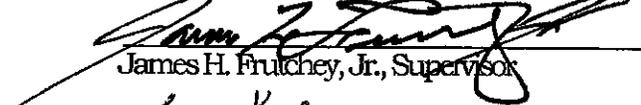
COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS



Juan A. Adams, Chairman



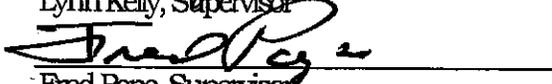
Robert M. Zito, Vice Chairman



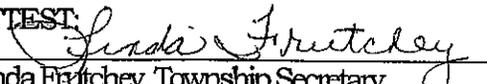
James H. Frutchey, Jr., Supervisor



Lynn Kelly, Supervisor



Fred Pope, Supervisor

ATTEST:


Linda Frutchey, Township Secretary