

ORDINANCE 21-16

AN ORDINANCE AMENDING TITLE 16 OF THE SPRINGFIELD MUNICIPAL CODE TO REQUIRE PREMISES IDENTIFICATION THROUGH NUMBERING OF PROPERTIES IN THE CITY OF SPRINGFIELD

Whereas, the United States Postal Service has the authority over mode of delivery of mail pursuant to Section 632 of the Postal Operations Manual; and

Whereas, the United States Postal Service is now requiring centralized delivery points, also known as “cluster mailboxes”, for all new residential developments; and

Whereas, public safety personnel generally rely on numbered mailboxes to locate addresses that have placed a call for service; and

Whereas, the new cluster mailbox requirement will eliminate numbered mailboxes at each residence in new developments potentially creating delayed response times for emergency personnel; and

Whereas, the City of Springfield desires to mitigate this risk by requiring identification of each residence; and

Whereas, the Board of Mayor and Aldermen of the City of Springfield has the authority, pursuant to *Tennessee Code Annotated* § 7-86-127, to require that all properties within the city limits display street numbers identifying such properties.

NOW THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Springfield as follows:

Section 1. Title 16 of the Springfield Municipal Code is hereby amended by deleting Chapter 4 entitled “House Numbers” in its entirety and substituting a new Chapter 4 entitled “House & Building Numbers” as set forth in ‘Exhibit A’ attached.

Section 2. All ordinances, resolutions and policies in conflict herewith are hereby rescinded to the extent of the conflict only.

Passed 1st reading: July 20, 2021
Passed 2nd reading: August 17, 2021
Passed 3rd reading: September 21, 2021


Ann Schneider, Mayor

Attest:


Lisa H. Crockett, City Recorder

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Exhibit A

CHAPTER 4

HOUSE & BUILDING NUMBERS

16-401. Premises identification required. All structures now or hereafter erected, including those under construction, which have been assigned a property number must conspicuously display said number in a position to be plainly legible and visible from the street or road fronting the property.

16-402. Multiple tenant structures. Address numbers for suites within a multiple tenant building or complex shall be individually identified in a manner approved by the Community Development Department.

16-403. Structures not visible from roadway. Where the building is not visible from the street or more than one building is on a site, such as one on a long driveway or private roadway, provisions shall be made to clearly identify which driveway or roadway serves the appropriate address in a manner approved by the Community Development Department.

16-404. Form of premises identification. Address numbers shall be Arabic numerals and shall be numeral type rather than script type. Numbers and letters shall contrast with their background. Residential address numbers shall be displayed a minimum of four (4) inches high, with a minimum stroke width of one-half ($\frac{1}{2}$) inch. The address number shall be posted on the mailbox at the street as well as on the building.

For developments served by cluster mailboxes where no individual mailbox is provided in front of the house, the property owner shall install a post mounted sign near the curb displaying the assigned property number. The sign shall be reflective with a black background and white numbers. The numbers shall be a minimum of four (4) inches high with a minimum stroke width of one-half ($\frac{1}{2}$) inch. For commercial properties, numbers shall be sized according to the following chart:

Distance between building and right-of-way	Minimum height of numbers
0 - 100 feet	4 inches
101 - 150 feet	6 inches
151 - 200 feet	8 inches
201 - 250 feet	10 inches
251 - 325 feet	12 inches
326 - 400 feet	16 inches
Over 400 feet	to be determined on a case-by-case basis

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Exhibit A (con't).

For commercial properties, in addition to an address on the front of the building, street address numbers shall be prominently displayed on rear entrance or access doors of individual tenant spaces in multiple tenant buildings, and when required by the building/fire official or his/her designee.

16-405. Change or removal of number. It shall be the responsibility of the owner of the structure to ensure that the property number which has been assigned to the structure is affixed to said structure in accordance with this ordinance. The property owner shall be responsible for the removal of any different number which might be mistaken for, or confused with, the number which has been assigned to the structure(s) located on the property. It shall be unlawful for any person to alter, deface, or take down any number placed on any structure in accordance with this ordinance, except for repair or replacement.

16-406. Violation and Penalties. If the owner of any structure shall fail, refuse, or neglect to affix the assigned number to the structure, or replace it, when necessary, the building/fire official or his/her designee may cause a notice to be personally served on such owner or mailed by registered mail to the owner's last known address ordering the owner to place or replace a number. The owner shall comply with said notice within ten (10) calendar days from the date of the notice. If the owner fails to comply with the notice issued by the building/fire official, a citation may be issued requiring the owner to appear in city court to answer the violation. The violation of any section of this chapter shall be punishable by a civil penalty of up to fifty dollars (\$50.00) for each separate offence in addition to court costs. Each day a violation continues shall constitute a separate offense.