



June 04, 2013
Following the Council Meeting

City Council Work Session

1. Address Posting Enforcement presented by Shannon Mixon, GIS Technician/911 Addressing
2. Planning & Development and Retail Strategies presentment regarding Retail Market Analysis, Strategic Planning, and Recruiting.

General discussion on emerging issues

*****THERE WILL BE NO ACTION TAKEN*****

CURRENT - CITY OF STATESBORO ORDINANCE

Sec. 58-9. Uniform road naming and property numbering system.

(a) *Findings.* The mayor and city council have determined that the adequate provisions of public services to the residents of the city, and to other public bodies, including such services as police, fire and emergency medical services, requires the establishment of a uniform road naming and numbering system for buildings and property located in the corporate limits of the city. The mayor and city council further feel that the provisions enacted in this section will secure the public safety and deliver the aforementioned public services in a more efficient and effective manner.

(b) *Preamble.* There is hereby established a uniform system for road naming and for numbering property and buildings on all roads, streets, and public ways in the corporate limits of the city. All buildings shall be numbered in accordance with the provisions set forth in this section.

(c) *Road names.*

(1) The mayor and city council shall establish and assign names for all streets, roads and public ways in the corporate limits of the city.

(2) No new road name assigned by the mayor and city council shall be a duplicate of or be similar to (either phonetically or by spelling) any existing street name in the corporate limits of the city.

(3) Existing duplicate road names shall be changed only as necessary to ensure the effectiveness and efficiency of the United States Postal Service in the city, as determined in the judgment of the mayor and city council.

(4) Historical names shall be the prime consideration in the assignment of road names.

(5) As many segmental roads as possible shall be identified as being a continuous road, thereby eliminating as many road-identifying names and numbers as possible.

(6) The city paved roads and historical roads, whether paved or unpaved, shall be named, and as funds are available the names and city road numbers shall be posted.

(7) a. Upon receipt of a petition in the form and format as specified by the mayor and city council seeking a change of name of an existing named road containing the signatures of the owners or their representatives as specified below of not less than 75 percent of the parcels of property abutting such public road, the mayor and city council shall take under consideration but be under no compulsion to

grant such request. At its discretion, the mayor and city council may, but shall not be required to, prior to deciding the issue of the proposed name change, hold a public hearing on the issue.

b. On public roads and streets containing less than ten parcels of property, the petitioners will be responsible for obtaining the signatures of all owners or representatives of parcels abutting such public road.

c. The owner of the abutting property shall be deemed to be the person or entity returning the property for ad valorem taxes in the office of the Bulloch County Tax Commissioner.

d. If the property is returned in the name of an estate or trust, the legal representative of such estate or trust must sign the petition.

e. If the property is returned in the name of a corporation, a corporate officer must sign the petition on behalf of the corporation.

f. If the property is returned in the name of a partnership, each partner must sign the petition unless the signing partner has written authorization to sign for all other partners.

g. If, according to the records in the tax commissioner's office, more than one natural person has a life or fee interest in such property, each such interest holder must sign the petition unless the signing interest holder has written permission to sign for the non-signing interest holder.

h. The determination by the mayor and city council as to the authority of the person signing the petition and the number of parcels abutting such road shall be final.

(8) In the event there is a dispute as to the proper name of an existing road or a dispute as to whether an existing road has been previously officially named, the mayor and city council, in its absolute discretion, shall assign a name to such road under the same procedure for the naming of a new road. The decision by the mayor and city council as to the name assigned to such road shall be final.

(d) *Numbering.*

(1) The mayor and city council shall establish a new address numbering system which shall be coordinated with the Bulloch County 911 Division.

(2) Each house, building or other occupied structure shall be assigned a separate number. A number or alphabetical letter shall be assigned for each separate and distinct occupant or division (i.e., apartment, company, etc.) within a building or other occupied structure.

(3) Existing numbers shall be changed only as necessary to ensure the effectiveness and efficiency of the enhanced 911 system in Bulloch County, as determined in the judgment of the mayor and city council.

(4) All new buildings and structures must be assigned a number address by the U.S. Post Office prior to or simultaneous with the granting of a building permit.

(5) Written notification of the address assigned under the terms of this section to each house, building or structure shall be given or delivered to its respective owner.

(6) Written notification of the address assigned under the terms of this section to each house, building or structure shall also be given to the appropriate post office of the United States Postal Service.

(e) *Placement of assigned numbers.*

(1) Except as set forth in subsections (f) and (g) herein, the owner, occupant or agent of each house, building or other structure assigned a number under the uniform numbering system provided in this section, shall place or cause to be placed such number on the house, building or other structure within 30 days after receiving notification of the number assignment.

(2) Cost and installation of the numbers shall be paid for by the property owner, occupant or agent of each house, building or other structure.

(3) Residential numbers shall not be less than three inches in height. Business numbers shall not be less than four inches in height. All numbers shall be made of a durable, clearly visible material and shall contrast with the color of the house, building or other structure.

(4) All numbers shall be conspicuously placed immediately above, on or at the side of the appropriate door so that the number is clearly visible from the street. In cases where the building is situated more than 50 feet from the street, the building number shall be placed near the walk, driveway, or common entrance to the building, or upon the mailbox, gatepost, fence or other appropriate place so as to be clearly visible from the street.

(f) *Administration and implementation.*

(1) No building permit shall be issued for any house, building or other structure to be erected, repaired, altered or modified in the corporate limits of the city after May 20, 1997, until the owner has obtained the assigned number from the United States Post Office.

(2) It shall be the duty of the owner to attach the assigned number to such house, building or other structure as provided herein.

(3) Final approval of any house, building or other structure erected, repaired, altered or modified after May 20, 1997, shall be withheld by the building inspector until permanent and proper numbers have been attached to such structure.

(4) All new name requests for name changes shall be directed to the city planning department. All requests will be forwarded to the city council as a first reading.

(g) *Existing structure.* The mayor and city council shall encourage owners of existing structure to post the assigned numbers to their structure in accordance herewith within six months from May 20, 1997.

(h) *Cost involved with street/road renaming.* The petitioners for road name changes will be responsible for paying 50 percent of the total cost (labor and materials) associated with the street renaming process, and the city will be responsible for the other 50 percent.

(Ord. of 5-20-97)

Cross references: Buildings and building regulations, ch. 14; streets, sidewalks and other public places, ch. 70.

911 Address Posting Enforcement



When Seconds Count...

Structures not properly marked

- **Run the risk of delaying Emergency Responders**



- **Delay mail and packages**
- **Delay the Pizza Guy**
- **Family & Friends get lost**
- **Just to name a few...**



The Problem...

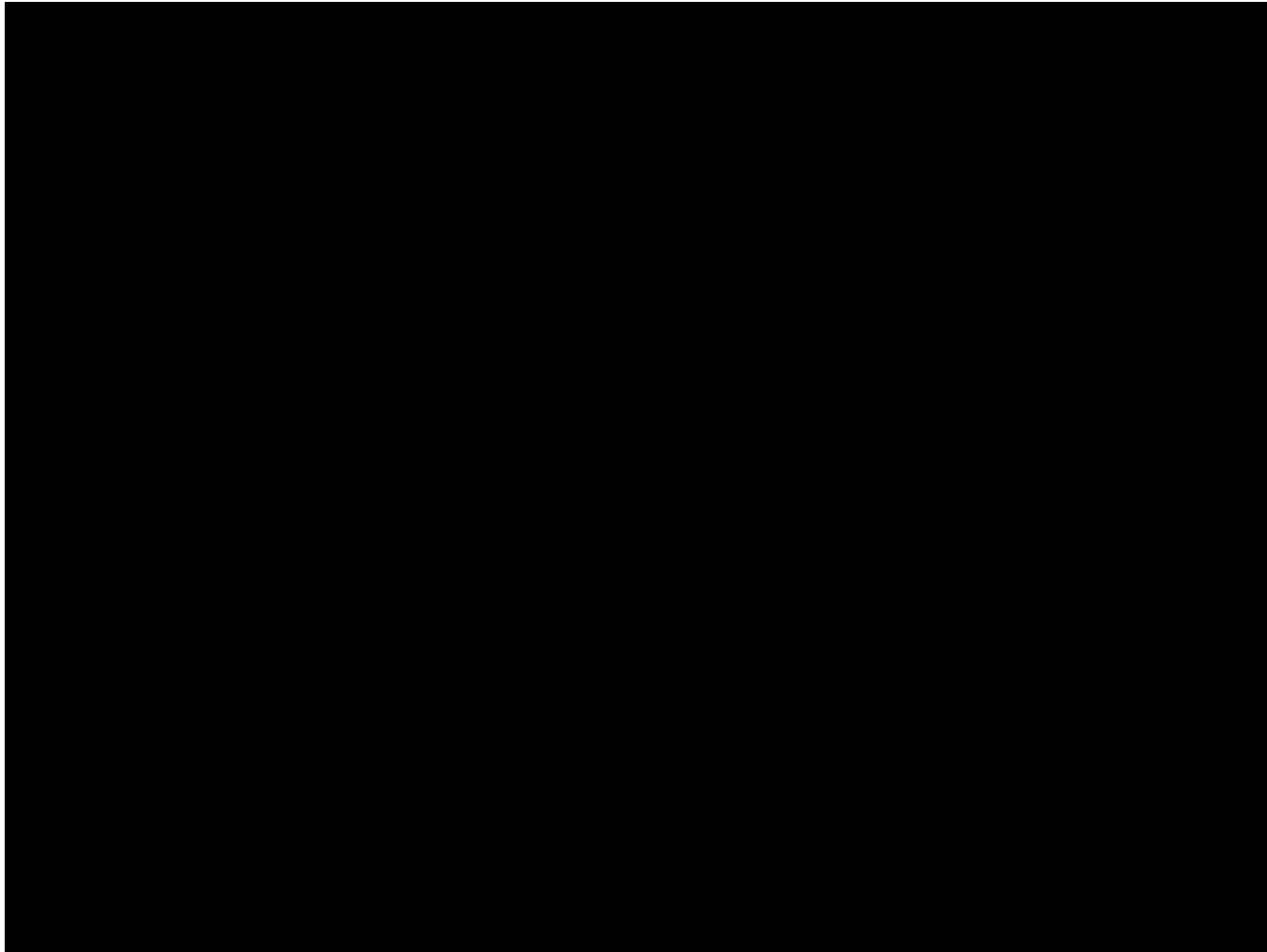
- With 12,011+ addresses and growing, there are an *estimated* 20% of residents/businesses with no numbers posted or the wrong number posted. This is just the City of Statesboro!
- The current ordinance does not have anything to “enforce” posting an address, so currently we can not make residents post their #.
- Corrected addresses are not being used and/or posted and cause confusion with 911
- Another major issue are the homes/businesses that are not properly marked. Some may have numbers but they are not visible from the road, at night or if at all.
- Another problem is duplicate road names. When you have multiple roads with the same name, range, etc it causes problems in various ways.
- Cost of Road signs for Private roads, when owner can not be identified. Form to send to city for work order?
- Road names put on plats and then never developed. Delete Names after a period of time?
- Driveways with no residents, that are named, delete or mark private? Prefer to delete them. Process?
- Giving apartment numbers now causing problems with the P.O. automated mail system. Name drives into complex to address them with individual numbers? Name “driveways” and “parking areas”?

Existing Duplicate Road Name Errors

- Aiken St & Akins Blvd
- Aldred Av & Cir
- Butler Dr & St
- College St, Blvd, Ln, View
- Cone St & Ln
- Crescent Cir & Ave
- Debbie Dr & Ln
- Forest Dr & Way
- Gary St & Ln
- Gentilly Rd, PL, & Dr
- Groover St & Ln
- Hart Ln & St
- Hawthorne Ct, Rd & II
- Henry Blvd & St
- Inman St & Ln
- Johnson Ln & St
- Lee St & Dr
- Lester Rd & Ct
- Moss Creek Dr & Cir
- Myrtle Crossing Ln, Way & Dr
- North Av & St
- Pinewood Dr & Ct
- Preston Way & Dr
- Robinhood Rd & Robin Hood Tr
- Rogers Rd & Ct
- Southern Dr & Ct
- University Pl, Ct, & Plz
- Wendwood Dr & Ct
- Wilburn Rd & Cir
- Wildwood Dr & Cir
- Woodrow Cir & Av
- Zetterower Av & Rd

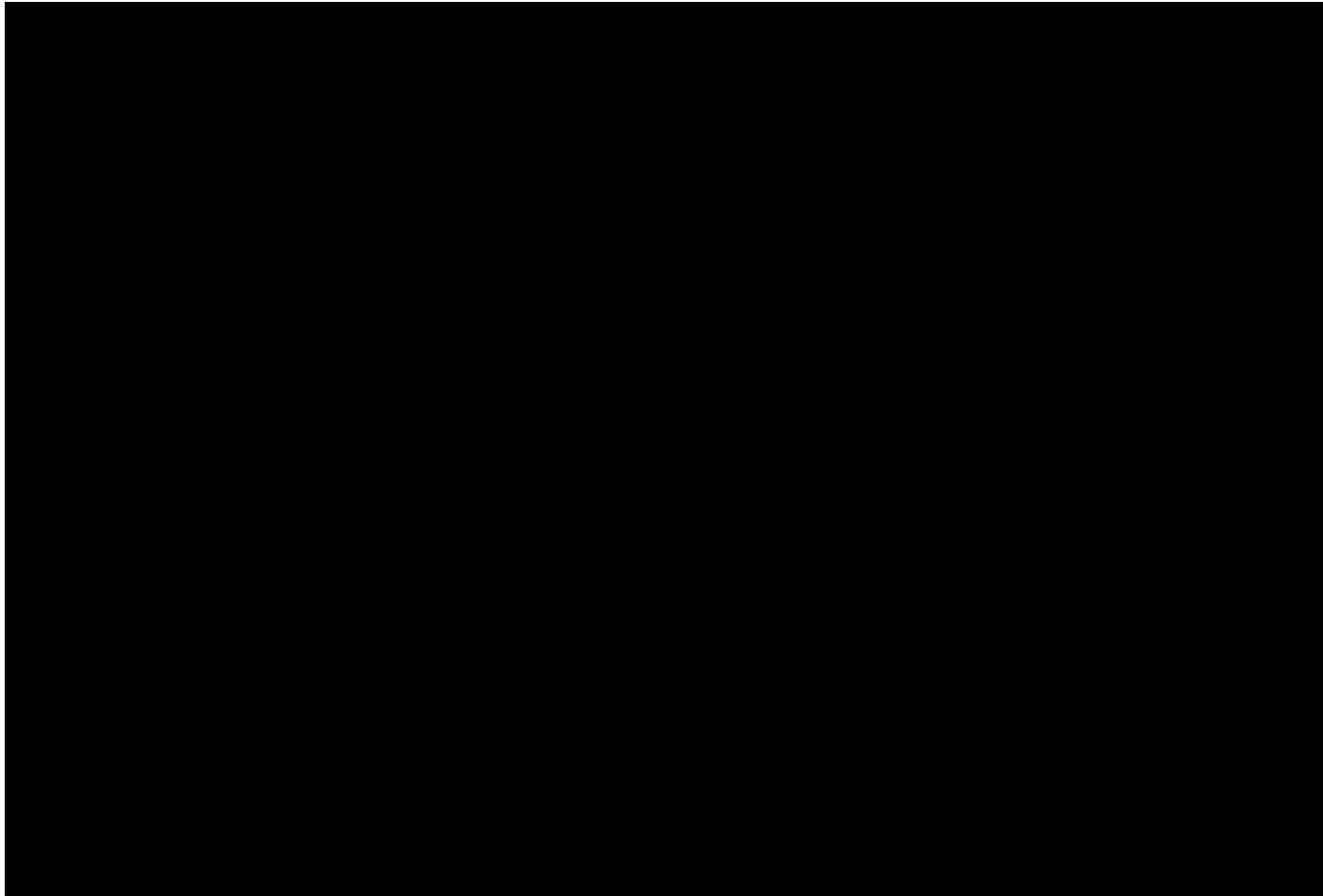


Addressing Errors can mean life or death



Remember: Address errors can occur from both computer and human actions.

It could mean a late Pizza or package...



Remember: Address errors can occur from both computer and human actions.

The Plan...

- Once an address is corrected the owner is sent a letter and is given 30 days to change to the new address physically and with the phone company. They are also given a year to change with the Post Office. This is an existing practice.
- After 30 days, address change should be verified. If no change, proceed with warning and citation process.
- Owner name should be verified as well as correct address. Name and address will be put on warning.
- More specific Size, Color and reflectivity rules needed. Example – 3 inch reflective for residential and 6 inch reflective for businesses.
- Houses with long driveways need to be marked at beginning of driveway (mailbox) and on house.
- An article or news clip should be put in the Statesboro Herald to notify owners of the new ordinance.
- All duplicate road names should be renamed or renumbered if at all possible.

Examples of other Ordinances...

Montgomery County Georgia Ordinance—

Sec. 8. Duty of Owner; Notification; and Enforcement.

The obligation of complying with the provisions of this Ordinance shall be upon the owner of the property. Failure to comply shall constitute a violations article of this Ordinance. Upon such violation, notice shall be given the owner of the property, or his agent, specifying the nature of such violation, and requiring that such violation be remedied and brought into compliance within ten days after receipt of such notice. Notification shall be made by the designated County Building Official.

Any property owner who does not comply with this Ordinance shall be in violation of this Ordinance, and said violation shall result in a penalty of not more than \$100.00 plus the cost of enforcement and prosecution. Said prosecution will be pursued through the Magistrate Court of Montgomery County, Georgia. The designated County Building Official shall be responsible for enforcement of this provision.

It shall be unlawful for any person to remove, damage, alter or deface any posted E-911 Address Sign in Montgomery County. Violators shall be subject to prosecution. Upon conviction, the violator will be liable of a fine not to exceed \$1,000.00 plus the cost of enforcement and prosecution. Said prosecution shall be pursued through the Magistrate Court of Montgomery County.

Bryan County Ordinance

17-108 Enforcement; Penalties:

1. This ordinance shall be enforced by any office of the building inspector of Bryan County. Citations for violations may be issued by the building inspector or any other person designated or authorized to issue citations (Code Enforcement Officer).
2. Any person violating this ordinance will be tried before the Magistrate Court of Bryan County. Upon conviction, any person found guilty of a violation of this ordinance may be punished by fine; first offense - \$25.00, second offense - \$50.00, and for a third offense - \$75.00. Each day any violation of any provision of this ordinance shall constitute a separate offense.

Fannin County E911 Ordinance

- Section 701

Any person violating this Ordinance or any part thereof, upon conviction shall be guilty of a misdemeanor and shall be subject to the following punishment as provided by the Georgia Code Section 15-10-60.

- A. Owners of the property which do not comply with this Ordinance will be notified and requested to meet these requirements within 30 days from the date of notification. A warning notice will be issued after 30 days if the requirements have not been met.
- B. Any person violating the provisions of this Ordinance after having been issued a warning notice upon conviction will be guilty of misdemeanor, and will be fined \$50.00 for the first offense.
- C. Any subsequent violations after the first offense upon conviction will be subject to a fine of \$100.00

- Section 702

Any violation of this Ordinance may be subject to civil remedies as set forth in Georgia code Section 15-10-40- to 15-10-51 Article 3.

Enforcement...

- All new addresses will continue as they are now. Only change, No CO's will be issued until the #s are posted on the home **and** out by the road.
- Any addresses that are changed per 911, will be verified after the 30 days given in the letter by the enforcing officer and if no numbers are posted then start the process of warnings, etc.
- First Warning – Written warning to post within 30 days.
- Second Offense - \$50 + Court cost. As well as a Citation with 30 Days to post and take care of citation
- Third Offense - \$75 + Court cost. As well as a Citation with 30 Days to post and take care of citation

Letter from Post Office Supporting Enforcement

MIKE THOMPSON
POSTMASTER
UNITED STATES POSTAL SERVICE



To: Bulloch County Public Safety.

I would like to let you know that I fully support the enforcement of address posting. It is very important for us to know where these people are located. There are many times that we are forced to use a carrier that is not familiar with the route. With out numbers available, we almost have to guess. This can create a problem for us as well as the customers.

The lack of a posted address actually cost the Post Office money. If we can not deliver the mail, then it must be returned. One way trips cost much less than the round trip.

We would love to work with you in this endeavor. It is "the thing" that drives our delivery business.

Again you have our full support and efforts.

Respectfully,

Mike Thompson
Postmaster
1 S. College St.
Statesboro Ga. 30458-9998
912 489-7592

Wish List...

- City of Statesboro – require a final draft be approved by the city engineer for complexes BEFORE an address is given. Stamp idea did not work!!!
- “Formally” adopt the addresses for City of Statesboro. Legal documentation (Intergovernmental Agreement) will be needed, stating Bulloch County will be assigning all new addresses and making changes as needed.
- Addresses for new structures will be assigned only after the Building Inspector has passed the footer inspection and the permanent driveway is in place. No more addresses for perk tests, only when permits to build, etc., are on file. – *if applicable*
- Fill out an application with crossroads, etc and then visit site when footer and drive is in place and assign an address from there. Address assignment time would lengthen but it would keep from having addresses that go to nothing ,“cluttering” maps, etc.
- If a developer makes changes to a sketch or plat, and readdressing is needed, what can I charge to readdress the complex? Flat fee or per address fee as if they were brand new never seen addresses.
- Only if individual #s are not available to main road - complexes with some sort of “drive”, would have a road name and all units addressed would be addressed to that name. This will cut out apartment numbers to help the P.O. – [Mike Thompson](#)
- Jameson Avenue – Readdress hotel to South Main Street?

Example of Apt # confusion for P.O. - Could this be considered a road and be named?



This is not an official road.

Example of area with no numbers displayed



Numbers need replacing



Which is what/where?



Where?



House numbers are on mailbox, but they are hidden behind trees.



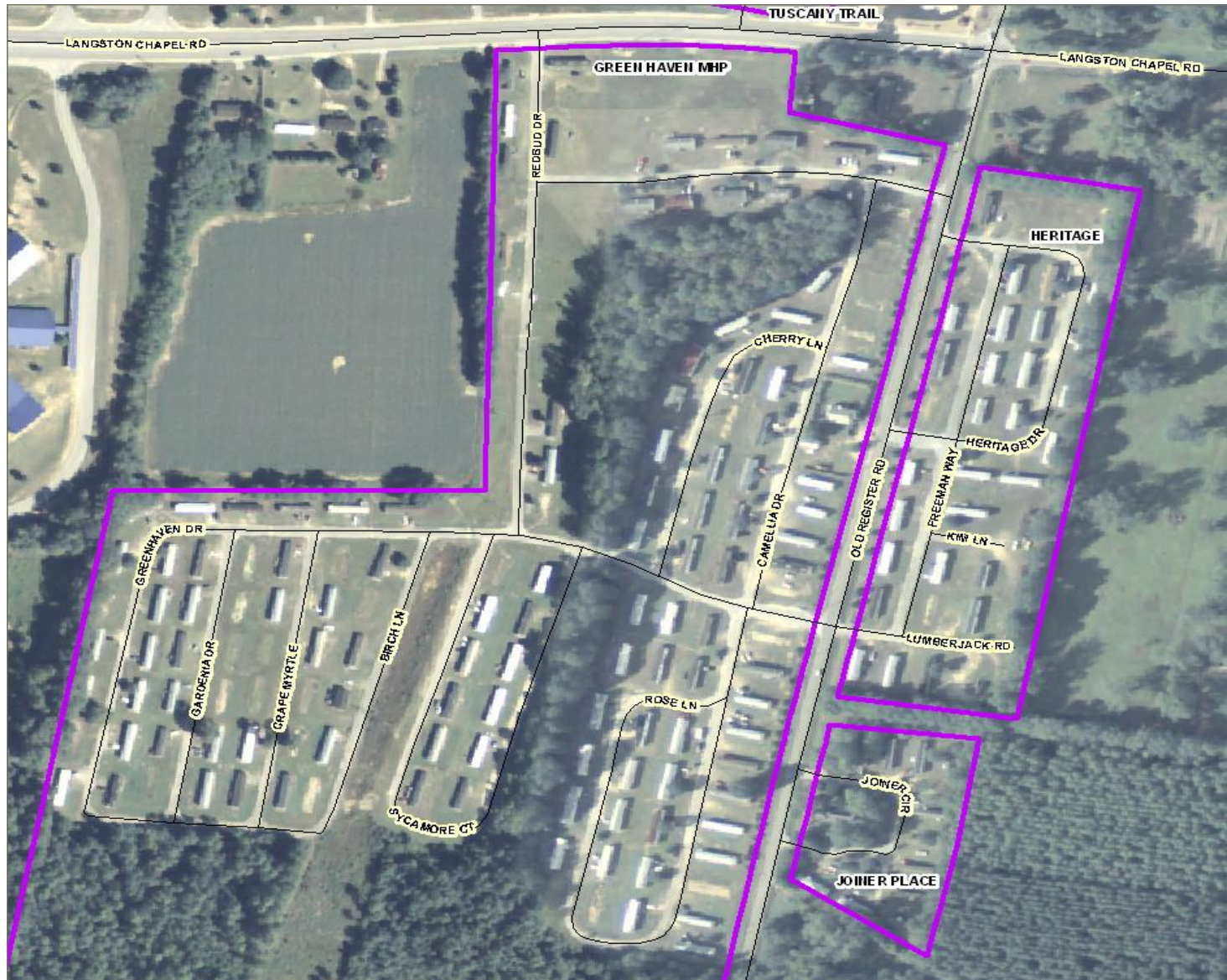
Where are the #s?



What road is this?



All homes are addressed to Old Register Rd



If there are road names, shouldn't they be addressed to them? Or delete road names?

MHP addressed to Grady Johnson Rd



bing

BULLOCK COUNTY A SUBURB
NO WARRANTY FOR THE
ACCURACY OF THE
INFORMATION CONTAINED HEREIN

1 inch = 200 feet

Image courtesy of USGS © 2013 Microsoft Corporation

MAP BY: SHAWN OR MEYER
115 N. MAIN STREET
STATE SBORO, GA 30458
912-764-0189



 Even_Addresses
 Odd_Addresses
 Roads

MAP BY: SHANNON MIXON
115 N. MAIN STREET
STATESBORO, GA 30458
912-764-0189

Questions?

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