

Double underline = addition. ~~Strikethrough~~ = deletion. Wave underline = question.

**BOROUGH OF DELAWARE WATER GAP
Monroe County, Pennsylvania**

ORDINANCE NO. _____

AN ORDINANCE OF THE BOROUGH OF DELAWARE WATER GAP, MONROE COUNTY, PENNSYLVANIA, REQUIRING THE INSTALLATION OF SIGNS FOR BUILDING NUMBERS AND STREETS, AND PROVIDING FOR VIOLATIONS AND PENALTIES.

WHEREAS the Borough of Delaware Water Gap is empowered under the Borough Code to require and regulate, by Ordinance, the naming of streets and roads and the numbering of buildings; and

WHEREAS, Monroe County has developed a 911 public safety plan and as part of said plan, the Borough of Delaware Water Gap is to designate names to streets and roads, both public and private, and further institute a building numbering system so that emergency services can clearly identify properties in the time of emergency; and

WHEREAS, the Borough of Delaware Water Gap, in order to promote this general health, safety, and welfare of the citizens of the Borough of Delaware Water Gap, has recognized the need for emergency services personnel and others to quickly and accurately locate structures and buildings within the Borough of Delaware Water Gap; and

WHEREAS, the Borough of Delaware Water Gap has determined that certain privately maintained streets or roads are not properly named or marked with proper street signage to direct emergency personnel and others seeking to locate buildings within the Borough; and

WHEREAS, the Borough of Delaware Water Gap, has determined that certain structures within the Borough are not properly named or marked with proper building number signage to direct emergency personnel and others seeking to locate buildings within the Borough; and

WHEREAS, the Borough of Delaware Water Gap has determined that a uniform system of building numbering signs, and a uniform system for roadway name signs for all streets or roads, both public and private, are necessary to preserve the general health, safety, and welfare of the residents of the Borough of Delaware Water Gap,

BE IT ORDAINED AND ENACTED by the Council of the Borough of Delaware Water Gap, Monroe County, Pennsylvania, as follows:

**PART I
SIGNS FOR BUILDING NUMBERS AND STREETS**

Section 1.1 Building Numbers Required

It is and shall be the duty of each and every owner, Trustee, Agent, occupant, and possessor of each and every house, building or other structure located in the Borough of Delaware Water Gap, whether on public or private roadway, to have a visible number sign either affixed to the house, building or other structure as set forth below, or installed on an approved post and/or mount at the intersection of the driveway and the roadway right-of-way. The number shall be permanently pasted and affixed as set forth herein. All persons required to number existing homes, buildings or other structures shall contact the Borough of Delaware Water Gap to secure an assigned building number.

Section 1.2 Type and Location of Building Numbers

A. Sign Location. The building number shall be placed at either of two locations on the subject property as follows:

- 1) On the house, building, or other structure if the main entrance to the house, building or other structure is within 50 feet from the street. The numbers shall be conspicuously placed on, above or at the right side of the main entrance so that the number is distinguishable and legible from the opposite side of the street or adjacent roadway. Where the main entrance to the house, building or other structure is more than 50 feet

from the street, or where the main entrance is not clearly visible from the street, or if a number placed at the main entrance is not distinguishable or legible from the opposite side of the street or adjacent roadway, then the building number shall be placed according to Section 1.2A2);

- 2) Or, on a clearly visible mailbox, post, mount or other similar structure on the subject property located at the intersection of the property driveway and road right-of-way to be no further than four feet from the road right-of-way. In no case shall the building number, post, mount, or similar structure be located in the road right-of-way. If the subject property has no driveway, the mailbox, post, mount, or similar structure shall be located as close to the center of the front property line as it abuts the road right-of-way, as possible.
- B. Visibility and Size. The building number sign shall be plainly visible from the opposite side of the street or road adjacent to the subject property. The numbers shall be a contrasting and reflective color to their background and visible day or night. Building numbers shall be positioned such that snow, leaves, tree branches, or other such impediments shall not impair the visibility required by this ordinance. The building number sign identifying the building or other structure shall comply with the following regulations:
- 1) Numerals shall be at least four inches in height and spaced in a manner so that the reader can easily read the numbers.
 - 2) The numbers can be displayed either horizontally or vertically.
 - a) Horizontal Display. The numbers shall be positioned horizontally and correctly read from left to right.
 - b) Vertical Display. The numbers shall be positioned vertically and correctly read from top to bottom.
 - 3) Xxx
 - 4) Xxx
 - 5) The height of the building number sign installed on a mailbox, post, mount, or other similar structure on the subject property shall be at least three feet, but no greater than six feet from the ground surface.
 - 6) If the building number sign 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 five days of the occurrence.

Section 1.3 Covering Building Number Prohibited

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 nonconforming building numbers shall be removed from any property, house, building or other structure when a new number has been assigned.

Section 1.4 Time for Numbering Buildings

- A. Existing Buildings. All persons required to number buildings, as set forth herein, shall install the building number signs for existing houses, buildings or other structures on or before 90 days from November 12, 2011, the effective date of Ordinance No. 300 -2011, unless the Monroe County 911 Public Safety Plan for the Borough of Delaware Water Gap is not yet completed, in which case, the time frame to install building number signs shall be 90 days from the date the Borough has approved the Monroe County 911 Public Safety Plan by Resolution.
- B. New Buildings. The owners of new structures, being those structures constructed after the effective date of this ordinance, shall procure a building number sign as part of the normal building permit process. New structures shall be numbered within 30 days after completion of the structure.

Section 1.4 Street Names and Signs:

- A. Roadway Definition. For purposes of this Section, 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,

B. Public and Private Roads.

- 1) All roadways within the Borough of Delaware Water Gap, whether they are publicly dedicated and publicly maintained, publicly dedicated and privately maintained, or private and privately maintained having two or more habitable structures or residences located adjacent thereto, either at the time of the signing of this ordinance or any time in the future, including but not limited to all existing and future mobile home parks, shall apply for and/or be assigned by the Borough a designated roadway name that shall be placed on the Boroughs Official Map, if said Map exists and used to identify the roadway on an approved roadway sign. Assignment of roadway names shall be in conformity with ~~the Code of the~~ Borough of Delaware Water Gap and Monroe County requirements.
- 2) Any such designation of a privately maintained roadway shall not impose any obligation or liability upon the Borough for the maintenance, inspection, or improvement of said roadway. Such privately maintained roadways shall be privately maintained unless such roadway is brought up to the Borough of Delaware Water Gap Street Design & Construction Standards detailed in the Code of the Borough of Delaware Water Gap ????????, offered for dedication, and accepted by the Borough pursuant to the Pennsylvania Second Class Borough Code.

Section 1.6 Street Sign Specifications

All roadways within the Borough of Delaware Water Gap, both public and private, shall be properly marked with roadway signs in a manner and form acceptable to the Borough and said signs shall comply with the following specifications:

- A. Sign and Pole. The sign and pole on which the sign is mounted shall be made of a material and installed in a manner approved by the Borough and shall meet the approved current Borough and/or Pennsylvania Department of Transportation standards and specifications for street and/or road signs as set forth within the current edition of the Pennsylvania Department of Transportation Manual on Uniform Traffic Control Devices, as amended (MUTCD).
- B. Legible Text. The text of the sign shall be identifiable and readable from both sides of the roadway.
- C. Text Retroreflectivity. The text shall be in reflective white letters and/or numbers in accord with the minimum retroreflectivity requirements of MUTCD as amended, unless otherwise specified by the Borough
- D. Pole. The sign shall be located on a pole 10 feet tall unless otherwise specified by the Borough.
- E. Sign Background. The background of the sign shall contrast in color from the text so that the text of the sign is more visible in accord with MUTCO, as amended.
- F. Location. The signs shall be mounted at each roadway intersection in accordance with MUTCD, as amended.
- G. Sign Orientation. Signs naming the roadways at the intersection shall be installed with their faces parallel to the roadways they name.
- H. Sign Retroreflective or Illuminated. The sign shall be retroreflective or illuminated to show the same shape and color both day and night.
- I. Private Street Sign Reinstallation. If a private roadway sign is knocked down and/or removed and/or otherwise covered by an unforeseen occurrence, the owner and/or maintainer of the private roadway shall repair and/or reinstall the roadway sign within five days of the occurrence.

Section 1.7 Time for Installing Street Name Signs

- A. Existing Streets. All persons required to install street name signs, as set forth herein, shall install the street name signs on or before ninety 90 days from November 12, 2011, the effective date of Ordinance No. 300 -2011, unless the Monroe County 911 Public Safety Plan for the Borough of Delaware Water Gap is not yet completed, in which case, the time frame to install street name signs shall be 90 days from the date the Borough has approved the Monroe County 911 Public Safety Plan by Resolution.

B. New Street Names. Any new street name signs required to be installed after the date of this ordinance???? shall be installed within thirty 30 days of the date the street, road or private drive is constructed.

Section 1.8 Penalty

Any persons, firm or corporation who shall number or attempt to number any house, building, or structure contrary to this ordinance, or who shall, within 30 days of notification\on by the Borough Council of the Borough of Delaware Water Gap zoning officer or other designated representative, fail or neglect to number their house, building, or structure, or erect a street sign 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, or who shall violate any of the provisions of this ordinance, and any person or persons who shall alter, 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 or road signs required herein and/or attempts to deface and/or remove any such street or road sign shall, upon conviction thereof, be sentenced to pay a fine of not less than \$100.00 and not more than \$600.00, the costs of prosecution, and reasonable attorney’s fees, and, in default of payment thereof, to imprisonment of not more than 30 days. Each day's violation of any of the provisions of this ordinance shall constitute a separate offense.

**SECTION II
REPEALER**

Borough Ordinance No. 300 of November 7, 2001, and all other ordinances or parts of ordinances or resolutions conflicting or inconsistent with any of the provisions of this ordinance are hereby repealed insofar as same affect this ordinance.

**SECTION III
SEVERABILITY**

If any section, subsection, paragraph, clause, or provision of this ordinance shall be declared invalid or unconstitutional by a Court of competent jurisdiction, such decision shall not affect the validity of this ordinance as a whole, or any part thereof other than that portion specifically declared invalid.

**SECTION IV
EFFECTIVE DATE**

This ordinance shall take effect five days after the date of its enactment.

ORDAINED AND ENACTED INTO AN ORDINANCE at a regular meeting of the Council of the Borough of Delaware Water Gap, Monroe County, Pennsylvania, on this ____ Day of _____, 2021.

Borough of Delaware Water Gap

John Shoemaker, President of Council

ATTEST:

Allison Trotter, Secretary

APPROVED this ____ Day of _____, 2021.

Larry Freshcorn, Mayor