

**ARTICLE 4.06 ADDRESS NUMBERS §4.06.001 Required; applicability in annexed territory.**

All houses and buildings within the city limits whatsoever which abut on any public street or way shall be numbered. As territory is annexed to the city, the houses and buildings therein shall be numbered, or, if already numbered, the numbering thereof shall be made to conform to the numbering system of the city, if not already in compliance. (Ordinance 122, sec. II (1.001), adopted 8/11/20)

**§4.06.002 Assignment of numbers.**

Numbers shall be assigned to all newly constructed houses and buildings at the time the building permit is issued therefor. All newly annexed houses and buildings shall have the proper number assigned thereto (if not already in satisfactory compliance) within thirty (30) days after annexation, with notice thereof being given to the owner or occupant by certified mail. All houses and buildings within the city which are not properly numbered shall be assigned a proper number and notice thereof given to the owner or occupant within ten (10) days after discovery of the improper numbering or other deficiency with respect thereto. (Ordinance 122, sec. II (1.002), adopted 8/11/20)

**§4.06.003 Numbering system.**

The city shall have sole authority to assign address numbers for all buildings, which numbers shall be subject to change by the city. The city secretary shall be the official in charge of the enforcement of house number provisions, and numbers shall be assigned by the secretary or by the other city employees under the direction thereof. Numbering shall be in accordance with the applicable grid system, as shown on the official map of the city and future additions and amendments thereto as approved by the city secretary in keeping with the provisions of this article and of such grid system. The city secretary shall reserve numbers for all vacant lots and tracts abutting on public streets and ways for future assignment in full keeping with the system and map referred to above. (Ordinance 122, sec. II (1.003), adopted 8/11/20)

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#### **§4.06.004 Removal of nonconforming numbers.**

Any displayed number which does not conform to the number assigned hereunder shall be removed within ten (10) days from receipt of notice from the city of the assigned number, as prescribed herein, and the assigned number displayed in its stead. Failure to do either, or both, shall constitute an offense hereunder. (Ordinance 122, sec. II (1.004), adopted 8/11/20)

#### **§4.06.005 Display of number; location.**

The assigned number shall be conspicuously displayed on the front of said houses and buildings; provided, however, that where the house or building front sits too far back from the public street, or the same is obscured by vegetation or other objects, so that the number cannot be easily seen from a point directly across said street therefrom by a person of normal eyesight, then the same shall be placed on a post or structure in the front part of said premises so that same may thus be readily seen. Failure to display such number in accordance herewith shall be an offense hereunder. (Ordinance 122, sec. II (1.005), adopted 8/11/20)

#### **§4.06.006 Material, color and size of numbers.**

Each such number shall be of any durable material, of a color visibly contrasting with the color of the background against which the same is displayed; provided that the figures shall be not less than three inches in depth and the width shall be in proportion to the depth. Failure to comply with these regulations shall constitute an offense hereunder. (Ordinance 122, sec. II (1.006), adopted 8/11/20)

#### **§4.06.007 Penalty.**

Any person found in violation of any provision of this article shall be guilty of a misdemeanor and upon conviction thereof shall be fined in an amount in accordance with the general penalty provided in section 1.01.009 of this code. This penalty provision shall be in addition to any other legal or equitable remedies available to the city to enforce this article. Each day that a violation occurs is a separate offense. (Ordinance 122, sec. II (1.007), adopted 8/11/20; Ordinance adopting 2023 Code)

