

**TOWN OF FAIRLEE, VT**  
**STREET NAMING and ADDRESSING ORDINANCE**

**1. Purpose and Authority**

The Selectboard of the Town of Fairlee, County of Orange, State of Vermont, in accordance with the authority invested in them by virtue the Vermont Statutes Annotated (VSA) 24 VSA §1971 et seq.; 24 VSA §2291(16); and 13 VSA §7251, hereby adopts the following Town of Fairlee Street Naming and Addressing Ordinance. In addition to this ordinance, the Town of Fairlee will adhere to Vermont Agency of Transportation's *The Orange Book: A Handbook for Local Officials* (rev. 3/29/22). The purpose of this ordinance is to develop a more uniform street naming and street addressing system throughout the town to enable people to locate addresses effectively, for providing E-911 emergency services, and for deliveries.

**2. Naming of Roads**

Every highway, both public and private, shall be assigned a name by the Selectboard that is separate and distinct from any previously assigned highway name in the Town of Fairlee. Good faith efforts will be made to avoid using a name which could create confusion with a highway name in a neighboring town. See attached Table 1 - Existing Street Names.

A shared driveway of any length accessing three or more lots, or services three or more dwellings shall be defined as a private road.

The Selectboard shall have the final decision over the name of the highway. The Selectboard may change the names of streets and roads, both public and private, as necessary to promote public welfare and safety.

**3. Addressing**

For the purposes of E-911 locatable addressing, the Selectboard hereby adopts an addressing system using increments for every 1/1000<sup>th</sup> of a mile (5.28 feet) with odd numbered addresses on the left side of the road and even on the right side of the road.

All addresses shall be assigned a number in relation to a designated starting point, usually that end of the highway nearest the intersection with a larger highway, to the center of a driveway or the entrance to a location where possible. In certain circumstances, to avoid confusion with another address, the center of the structure may be used as the point of numbering.

It is the property owner's responsibility to properly affix the address number on or near the front door of the building or in some other manner as to be visible from the highway. The numbers must be easily legible figures not less than three inches in height, two and one half inches wide, and in a reflective color or color contrasting to the building background. If the building is not visible from the highway, the property owner must make arrangements to place the number at the turn-off from the highway.

A building containing two or more separate units shall bear one number for the principal building and each unit shall affix a letter or number suffix that has been assigned.

**4. New Construction**

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Prior to obtaining a Zoning Permit, the property owner shall furnish the Selectboard with a site plan and place markers at the driveway location. The Selectboard or its agents will assign the new address number and the new highway name, as appropriate.

**5. *Street Signs***

The Selectboard shall institute a program for the installation and maintenance of street name signs in accordance with the names established by this ordinance, and in accordance with the *Vermont Enhanced 911 Addressing Standards*.

The Selectboard will purchase and install all street signs, public and private, in accordance with the Municipal Uniform Traffic Control Devices (MUTCD).

**6. *Severability***

If any portion of this ordinance is held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

**7. *Enforcement Officials***

This ordinance may be enforced by the Selectboard and its authorized agents.

**8. *Penalties***

This is a civil ordinance which shall be enforced in accordance with the provisions in 24 VSA §1974a and §1977 et seq.

Any Person who violates a provision of this Ordinance or who violates any condition of this Ordinance shall be subject to a civil penalty as detailed in the Town of Fairlee Fee Schedule: Street Naming and Addressing.

**9. *Effective Date***

This ordinance shall become effective sixty days after its adoption by the Fairlee Selectboard. If a petition is filed under 24 VSA §1973, the taking effect of this ordinance shall be governed by that statute.

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Adopted by the Fairlee Selectboard on 01/06/2025.

  
\_\_\_\_\_  
Peter Berger, Selectboard Chair

01/06/2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Lance Mills, Selectboard Vice-Chair

1/6/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Miranda Clemson, Selectboard

1/6/25  
\_\_\_\_\_  
Date

**Attachments**

Table 1 – Existing Street Names

**Adoption History**

1. Agenda item at regular Selectboard meeting held on 1/6/25, 12/30/24, 12/16/24, 12/2/24, 9/16/24, 8/26/24, 8/19/24, 7/15/24, 7/8/24, 6/3/24, 5/28/24.
2. Read and approved at regular Selectboard meeting on 1/6/25 and entered in the minutes of that meeting, which were approved on \_\_\_\_\_.
3. Posted in public places on 1/7/25.
4. Notice of adoption published in the Journal Opinion newspaper on \_\_\_\_\_ with a notice of the right to petition.
5. Other actions \_\_\_\_\_.