

ORDINANCE NO. 337

AN ORDINANCE ADDING NEW PROVISIONS TO THE TOWN'S BUILDING REGULATIONS (SECTION 6) UNDER ITS CODE OF ORDINANCES TO PROVIDE FOR A STREET NUMBERING SYSTEM FOR THE TOWN; PROVIDING FOR THE PURPOSE OF SUCH ORDINANCE; AUTHORIZING THE TOWN COUNCIL TO NAME AND RENAME STREETS; AUTHORIZING THE TOWN MANAGER OR HIS DESIGNEE TO BE RESPONSIBLE FOR ADMINISTERING A BUILDING NUMBERING PLAN; REQUIRING THE DISPLAY OF SUCH NUMBERING FOR ALL PRINCIPAL BUILDINGS IN THE TOWN AND PROVIDING FOR THE PHYSICAL STANDARDS FOR SAME; PROVIDING THAT SUCH ORDINANCE SHALL BE APPLICABLE WITHIN THE ENTIRE MUNICIPALITY AND FUTURE ANNEXATIONS; PROVIDING FOR PENALTIES, CODIFICATION AND EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HAVANA, FLORIDA:

SECTION 1. That Section 6 of the Code of Ordinances pertaining to Buildings and Building Regulations is hereby amended by adding the following items:

BUILDINGS AND BUILDING REGULATIONS

ARTICLE I. IN GENERAL

Sec. 6-3. Purpose.

The purpose of this article is to provide a street numbering system and to eliminate hazards detrimental to the public health, safety and welfare.

Sec. 6-4. Naming and renaming of streets by town council.

The town council, by resolution, may change, rename or name an existing or newly established street within the city limits.

Sec. 6-5. Administration and number assignment.

The town manager or his designee will be responsible for managing, coordinating and maintaining the street designation and building numbering plan:

- (1) The owner or occupant of any building to which a number has been assigned will be notified in writing of the number assigned upon request.
- (2) Should an existing building have, exhibit or be addressed by a number in conflict with the uniform "numbering system," notice shall be given to the owner or occupant, to correct such conflict.

Sec. 6-6. Standards for numbering.

All principal buildings in the incorporated areas of the Town of Havana shall have their assigned building number properly displayed, whether or not mail is delivered to such a building. Numbers need not be displayed on accessory buildings. Physical numbering shall conform to the following standards:

- (a) Numbers must be reflective grade material clearly visible and legible from the public or private way on which the building fronts with Arabic numerals not less than four (4) inches in height and one-half (1/2) inch in width for residential buildings and six (6) inches in height and one-half (1/2) inch in width for commercial and industrial buildings;
- (b) Numbers must be in color contrasting to the building background;
- (c) Where applicable, easily legible numbers shall also be affixed to the mailbox serving the building or house, pursuant to United States Postal Service receptacle mail standards;
- (d) Assigned numbers shall be displayed on the front entrance of each principal building and, in the case of a principal building which is occupied by more than one (1) business or family dwelling unit, on each separate front entrance;
- (e) Any numbers displayed that conflict with assigned numbers shall be removed.
- (f) Existing premises not in compliance shall have sixty (60) days from date of article adoption to become compliant.

Sec. 6-7. Area embraced.

This article shall be applicable within the entire Havana town limits and all future property legally annexed to the Town of Havana.

Sec. 6-8. Penalty.

- (a) No building permit or certificate of occupancy shall be issued for any principal building until the owner or developer has procured the official numbers for the premises and displays the same in accordance with the requirements of this article.
- (b) Any person, firm, entity, partnership, trust, corporation, association or other organization failing to comply with the provisions of this article within thirty (30) days of notification of an initial assignment of a building (address) number or a change of address shall be guilty of a misdemeanor and punishable as provided by law.
- (c) Violation of this article shall be subject to punishment as provided in chapter 1 of this Code.

SECTION 2. CODIFICATION:

It is the intention of the Town and it is hereby provided that the provisions of this ordinance shall be made a part of the Code of Ordinances of the Town of Havana, Florida; that the sections of

this ordinance may be renumbered or relettered to accomplish such intention; and that the word "ordinance" may be changed to "section", "article", or other appropriate designation.

SECTION 3. EFFECTIVE DATE:

This ordinance shall take effect immediately upon its passage and approval as required by law.

INTRODUCED in open session of the Town Council of the Town of Havana, Florida, this 25th day of March, A.D. 2008.

ADOPTED AND PASSED on second and final reading in open session of the Town Council of the Town of Havana, Florida, this 29th day of April , A.D. 2008.



Presiding Officer of the Town
Council of the Town of Havana,
Florida

ATTEST:



Clerk of the Town of Havana and
Clerk of the Town Council thereof