

# **MAD MEETING 7-27-07**

**Town of Westford, MA**



Westford GIS Department



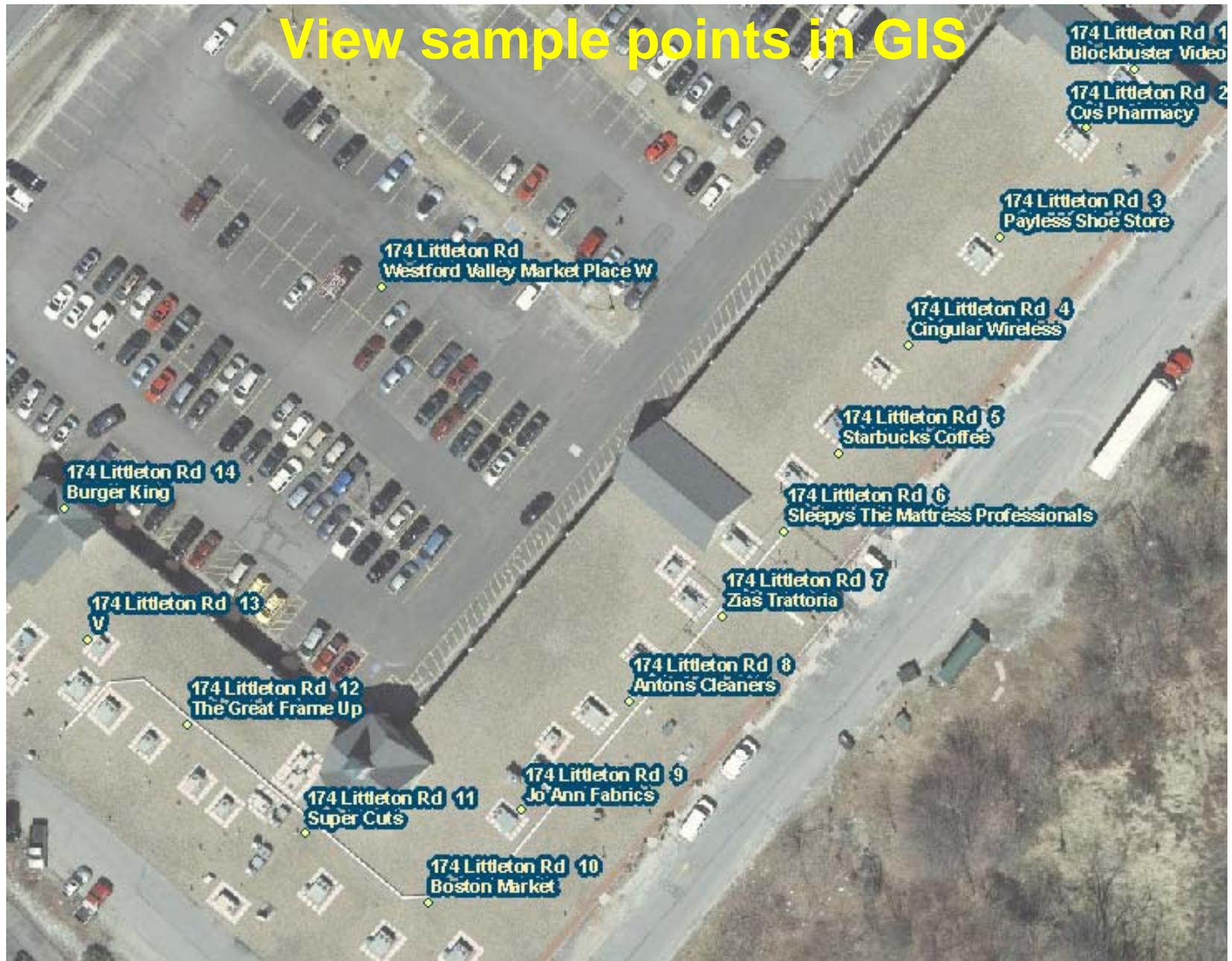
## **Overview of project and status report**

- **Project Goal:**

- **To create an inventory of every physical address in Westford for use by public safety and other town operations.**

- **Alias table shows owner name and building use**
- **Condo units/ store-fronts are identified**
- **Vacant properties will be given addresses**

# View sample points in GIS





## **Issues encountered during field verification**

- Inadequate signage for street numbers and common driveways**
- In-law apartments, multi-families**
- Untaxed properties, etc...**



No. 13 So. Chelmsford Rd

No. 14 So. Chelmsford Rd

No. 15 So. Chelmsford Rd



## **Recommendations for street naming & numbering**

- NMCOCG: George Russell, John Matley**
- Also look at**
  - Boise City, Idaho**
  - & Seminole County, Florida**



## NMCOG RECOMMENDATIONS

- All buildings shall be uniquely addressed.
- All residences served by common drives are to have address signage, clearly visible from the roadway, at the junction of the common drive and the public road.
- All residential buildings containing more than one living area, accessed by a separate entry are to be clearly addressed on the exterior entrance with the unit number or letter.
- All commercial buildings having separate entrances are to display addresses on their exterior entrance.
- Effective immediately all businesses engaged in commerce within the town are to be assessed a one time shingle tax. This will allow the town to maintain its alias file. This is critical to effective response. People use landmarks (signs & shingles bearing company names in reporting their location. The link of sign to location must be maintained in order to be effective.
- All streets that are broken by a physical barrier are to be renamed.
- All streets crossing a higher functionally classed roadway should be renamed.
- All existing multi-home parcels shall be renumbered with the unit closest the street being unit A and subsequent residences shall be lettered in a clockwise direction.
- Multiple commercial buildings on one lot shall be numerically addressed beginning with the first building and continuing sequentially. (Bldg 1 – Bldg 17) All buildings must display the building number.
- Any street sign erected on a private way must show pvt as part of the sign.



## Required Placement for Street Number Sign

Address numbers on buildings which are less than fifty feet from the street or driving lane of the parking lot for plazas, multi-tenant or rear access shall affix numbers directly over the main egress door and all other means of egress. Address numbers shall contrast with the surrounding surface, be of durable material and a minimum of three (3") inches in height and one-half (1/2") inch in width. Buildings which are over fifty (50) feet from the street shall be required to use five (5") inch or larger numbers.

- Seminole County Florida



## Next Steps...

- 1. Finalize GIS inventory and alias table.**
- 2. Utilize the FirstClass forum to reach a consensus on key issues.**