

SENATE, No. 976

STATE OF NEW JERSEY

INTRODUCED MARCH 18, 1996

By Senator HAINES

1 AN ACT providing for a standard 9-1-1 locatable mailing address  
2 system in the State and supplementing chapter 23 of Title 40 of the  
3 Revised Statutes.

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5 **BE IT ENACTED** *by the Senate and General Assembly of the State*  
6 *of New Jersey:*

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8 1. The Legislature finds and declares that it is necessary for the  
9 health, safety and welfare of the residents of this State that a standard,  
10 basic three-line address system be established and adopted on a  
11 county-by-county basis which will accurately reflect the location of all  
12 existing and potential properties, without duplication. The Legislature  
13 further finds and declares that such a standard mailing address system  
14 shall function for use in conjunction with the emergency 9-1-1 system,  
15 for delivery of mail, and for all other uses for which an address is  
16 applicable.

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18 2. As used in this act:

19 "Building" means a house, residence, dwelling, store or other  
20 structure used for residential, commercial or public purpose which has  
21 frontage on, or access to, a street in a municipality.

22 "Street" means any paved or unpaved road, highway, avenue, lane,  
23 pedestrian mall, alleyway or cartway for the passage of motor vehicles  
24 and pedestrians and located within the borders of a municipality or a  
25 county.

26 "System" means the 9-1-1 locatable mailing address system.  
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28 3. The governing body of every county in the State shall, by  
29 resolution, establish a 9-1-1 locatable mailing address system within  
30 the county. The county governing body shall require the governing  
31 body of each municipality within the county to implement the system  
32 as follows:

33 a. The governing body of each municipality in the county shall  
34 review the names and numbers assigned to county and municipal  
35 streets within the municipality and the numbering of properties and  
36 buildings within the municipality to determine if the assignment of  
37 names and numbers conforms with the guidelines established in section

1 4 of this act.

2 b. Upon completion of the review required by subsection a. of this  
3 section, the governing body of each municipality shall determine what  
4 changes, if any, are necessary in the naming or numbering of the  
5 county or municipal streets, or in the numbering of properties or  
6 buildings in order to effectuate the provisions of this act.

7 c. Any changes which are made pursuant to the provisions of  
8 subsections a. and b. of this section shall be reflected on the  
9 appropriate municipal tax and house numbering maps and the 9-1-1  
10 maps for inclusion in the 9-1-1 data base. A copy of the corrected  
11 municipal tax map cover sheet, and emergency services map as  
12 adopted by the governing body, shall be presented to the county for its  
13 use. The new or corrected maps are to be available to the public, map  
14 companies, and any State or federal agency requesting or entitled to  
15 a copy.

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17 4. The guidelines for the implementation of this act shall include,  
18 but shall not be limited to, the following:

19 a. Municipalities shall have one correct name, which shall be filed  
20 with the county clerk and the Secretary of State.

21 b. No two municipalities in the county shall have the exact same  
22 name. For the purposes of this act, a prefix or suffix in the name of a  
23 municipality, such as "Township," shall constitute a separate name.

24 c. In the event that two or more municipalities within a county  
25 have the same name, the municipality which incorporated first under  
26 its existing name shall retain the right to continue to use its existing  
27 name.

28 d. If a municipality is required, or chooses, to change its name  
29 pursuant to the provisions of this act, it shall not adopt any existing  
30 municipal or county name currently being used in this State.

31 e. One correct name shall be used for each street in a municipality  
32 and where two separate and noncontiguous streets within a  
33 municipality have the exact same name, a distinctive prefix or suffix  
34 shall be assigned to distinguish the streets, or a new name shall be  
35 assigned to one street. If two existing streets have names that have  
36 resulted in confusion due to any similarity, and a name change is not  
37 practical, the property numbering on the streets shall be made to  
38 contrast significantly as an added safety measure. Numbering by the  
39 mile post system may be used as an alternative, if applicable.

40 f. All properties which now or hereafter have frontage on or access  
41 to any street shall be plotted on the official tax map of the  
42 municipality.

43 g. Each property with frontage on or access to any street shall be  
44 assigned an official property number, except where one or more  
45 buildings or lots are located on an unnamed private road, lane or way  
46 having access to a street. In that situation only one official number

1 shall be assigned, and it shall be based upon the number which best  
2 describes the location of the access point on the street. If more than  
3 one occupied building exists, each building shall be known as the  
4 number assigned, followed by a letter, beginning with "A" and  
5 continuing alphabetically.

6 h. Official property numbers shall proceed from a logical point of  
7 origin and shall be in proper numerical sequence in relation to the  
8 numbers assigned to other lots with frontage on or access to the same  
9 street.

10 i. Odd numbers shall be assigned to properties on one side of a  
11 street and even numbers assigned to properties on the other side of the  
12 street with sufficient flexibility so that the numbering system may  
13 accommodate maximum density as allowed by zoning regulations now  
14 in effect. If existing lot frontage is less than the minimum zoned  
15 frontage, the numbering shall compress to accommodate the existing  
16 lot frontage.

17 j. Governing bodies shall number property on federal and state  
18 highways and are encouraged to number property on important county  
19 roads by the mile post marker system, according to the following  
20 protocol. Even numbers shall be on the right as the numbering  
21 increases according to the mile posts. The most southern or westerly  
22 street origin of a mile post marker system shall be indicated as zero.  
23 The numbering shall relate and progress according to the mileage. If  
24 a municipality has already established mile post marker numbering with  
25 the odd numbers on the right, the numbering may remain if no  
26 confusion exists.

27 If the county elects to request mile post numbering on a county  
28 road, or a key access road, it shall erect the mile post markers if they  
29 do not presently exist. If a county route is comprised of two or more  
30 streets that have separate names, then the names assigned by the  
31 municipality shall be used in the addressing, the 9-1-1 data base and on  
32 the 9-1-1 map, and street signs. Where applicable, the county route  
33 number shall also be listed in the 9-1-1 data bank.

34 k. Priority shall be given to numbers or names of federal highways  
35 and roads over all other numbers and names of streets in a county.  
36 State highway or street numbers or names shall have priority over all  
37 county or municipal street names or numbers. Governing bodies are  
38 encouraged to number property on important county roads by the mile  
39 post marker system, except that if an important county road that  
40 provides access to many municipalities is not easily numbered by the  
41 mile post marker system, it shall have one set of numbers that is in  
42 sequence for its entire length.

43 l. All municipalities shall erect "Entering ....." (insert name of  
44 municipality) signs at the municipal boundary on every major access  
45 road that enters the municipality, except interstate highways. The sign  
46 shall face traffic as it enters the municipality. If the street name

1 changes or the property numbering is not in sequence on any municipal  
2 street that crosses a municipal boundary then that data shall be  
3 announced by a sign. When a county road or major access road  
4 crosses a municipal boundary, the street name shall stay the same and  
5 the property numbering shall remain in sequence.

6 m. Upon any subdivision of land in a municipality resulting in lots  
7 other than those delineated in the official municipal tax map, the  
8 governing body of a municipality shall assign a property number to  
9 each lot resulting from the subdivision. Any new street shall have a  
10 unique name which shall be registered with the county 9-1-1  
11 coordinator for entry into the data base prior to the issuance of a  
12 construction permit.

13 n. If a large lot has more than one available property number and  
14 it contains a building, then the property number that best describes the  
15 location of the driveway, or access point shall be assigned.

16 o. The owner of any building or occupied lot for which an official  
17 property number is designed and assigned shall be required at his own  
18 expense to place the official number at a point near where the  
19 driveway enters the street, or in such a manner that the number is  
20 easily visible from the street, or both. Three inch high numbers shall  
21 be the standard, and reflective numbers shall be encouraged. In those  
22 cases where more than one building exists on a lot or private road,  
23 land, or way, an address sign shall be placed near the point of access  
24 to the street showing the official number and letter designation of each  
25 building with a legal address on the lot or private roadway. Each  
26 building shall also have the number and letter designation clearly  
27 posted in front of or on the structure. The cost of erecting and  
28 maintaining an address sign shall be borne by the owners of the  
29 buildings who are also responsible for notifying any tenants of their  
30 official 9-1-1 locatable mailing address.

31 p. Each municipality shall, after implementation and adoption of  
32 the 9-1-1 locatable mailing address system, forward a correct version  
33 of the official municipal tax map and house numbering map, where  
34 available, to each U.S. Post Office serving the municipality, and to all  
35 emergency services. Each municipality shall take any steps which it  
36 deems necessary to inform the residents and businesses of the changes  
37 in their addresses. The residents or businesses are responsible for  
38 making the address corrections at their delivering postal facility and all  
39 other notifications.

40 q. The legal name of the municipality shall appear on the bottom  
41 line of all mailing addresses within the municipality. The name of the  
42 postal facility shall not be used unless it is exactly the same as the  
43 municipal name. The existing five digit zip-code that presently  
44 delivers the mail shall be incorporated into the address and remain  
45 unchanged unless it has been changed by the U.S. Postal Service.

46 The standard three-line 9-1-1 locatable mailing address shall appear

1 as follows when mail is delivered to the property location:

2 RESIDENT OR BUSINESS NAME  
3 ###STREET NAME APT, SUITE, ETC.  
4 MUNICIPAL NAME NJ XXZIP-CODE

5 The standard 9-1-1 locatable mailing address shall appear as follows  
6 for location when the occupant receives mail delivered to a post office  
7 box within a postal facility:

8 RESIDENT OR BUSINESS NAME  
9 ###STREET NAME APT, SUITE, ETC., MUNICIPAL NAME  
10 P O BOX ###  
11 POST OFFICE NAME NJ XXZIP-CODE

12 This standard shall apply to the entire State and shall become  
13 effective within each county after adoption, by resolution, of the  
14 provisions of this act by the county governing body. Street name  
15 changes shall be accomplished by municipal ordinance and property  
16 numbering changes shall be accomplished by municipal resolution.  
17 Official municipal maps and emergency services maps shall be adopted  
18 and approved by municipal resolution as changes dictate.

19 If postal rural route or rural box numbers are still in use, they shall  
20 be replaced by municipally designated and assigned property numbers  
21 according to standard protocols defined in this legislation. The county  
22 governing body shall assist any municipality unable to accomplish the  
23 property numbering or street name corrections if financial hardship  
24 exists or technical assistance is required by funding or performing the  
25 necessary work in cooperation with the municipal governing body.

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27 5. The governing body of the county shall require municipalities  
28 within the county to complete the review required under section 3 of  
29 this act and to complete all changes required under section 4 of this  
30 act as soon as is practical and in combination with the mandated  
31 enhanced 9-1-1 program.

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33 6. Sections 1 through 7 of P.L.1991, c. 265 (C.40:23-47 to C.  
34 40:23-53) are hereby repealed.

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36 7. This act shall take effect 60 days after enactment.  
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39 STATEMENT  
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41 The provisions of this bill will greatly enhance the health, safety and  
42 welfare of the residents of the State through the provision of  
43 emergency services, by eliminating the confusion which arises in  
44 municipalities which have the same postal name, or which have  
45 multiple streets of the same name or inconsistent numbering of  
46 buildings on a particular street.

1 The bill requires every county governing body, by ordinance or  
2 resolution, whichever is appropriate, to establish a 9-1-1 locatable  
3 mailing address system pursuant to the provisions of the bill. Under  
4 such a system, no two municipalities would be permitted to have  
5 exactly the same name, and a mechanism would be provided to be used  
6 by counties to effectuate a locatable mailing address system. The bill  
7 also repeals the 9-1-1 locatable mailing address program currently in  
8 effect in Burlington County, effectively requiring Burlington County  
9 to conform to the provisions of this bill.

10 The provisions of the bill are especially important with respect to  
11 the implementation of a 9-1-1 program. County governments must  
12 have the ability to ensure that the system of street addresses will not  
13 create confusion for emergency response teams, or police or fire  
14 vehicles, as they seek out persons in need of assistance. The current  
15 existence of postal names that are different from a municipality's name  
16 presents a severe problem for emergency response teams, police or  
17 firefighters seeking to respond in a timely fashion to an emergency  
18 circumstance. This problem has been documented, and extends  
19 beyond emergency dispatching to other governmental functions  
20 because statistics gathered on postal names or zip-codes cannot be  
21 applied to a municipality unless the boundaries of the postal delivery  
22 area and the municipality are exactly the same.

23 Enactment of the 9-1-1 locatable mailing address system will also  
24 enhance the business climate in the State by facilitating all deliveries  
25 and eliminating the dual address files maintained by all utilities and  
26 many service and delivery companies.

27 The 9-1-1 locatable mailing address system will also facilitate the  
28 delivery of census forms and insure that the tabulation of all data is  
29 easily and correctly accomplished.

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34 Provides for a standard 9-1-1 locatable mailing address system.