

VILLAGE OF MEOTA POLICY			
POLICY TITLE:	CIVIC ADDRESS POLICY		
RESOLUTION NUMBER:	075.22	DATE:	April 7, 2022

House numbers are not only convenient for finding addresses but necessary for emergency responders to locate those in need. Minutes matter in an emergency so to be sure that fire, ambulance, and police personnel can quickly find your address.

OBJECTIVE:

The Village of Meota wishes to maintain a civic address system to identify buildings, properties and roadways within the municipality.

PURPOSE:

To provide guidelines and direction to emergency responders, developers, property owners, and Village administration for identifying buildings, properties and roadways within the municipality.

RESPONSIBILITY:

- Numbers should be Arabic numerals (0,1,2,3,4,5,6,7,8,9). Keep in mind that fancy numbers or numbers that are spelled out may be aesthetically pleasing but can be difficult to read from the street.
- Must be displayed on the front of the dwelling and visible from the street. If your dwelling is located more than 45 feet from the front lot line, is hidden behind fences or brush, the number should be displayed on a gate post, fence, mailbox or another appropriate place that will make it visible from the street.
- Numbers should be at least 4 inches in height, placed near the front door, under a light in a size and color that is easily visible from the street.

ADDRESSING AUTHORITY:

1. The Village has the authority to administer the civic addressing system for the municipality.
2. The Village shall keep a record of all addresses that are assigned to properties.
3. The Village is authorized to revise addresses from time to time.
4. The Village may consider a request for change of address. Any request for a change of address shall be in writing and accompanied with information and details for the support of change of address request.