

[TITLE VIII  
BUILDING REGULATIONS

Chapter 80  
STREET NUMBERING

**80.100 Definitions.** For the purposes of this Chapter, the following terms shall have the following meaning:

(1) The term “premises” shall mean any lot or parcel of land owned by any person, firm or corporation, public or private, improved with building(s), whether occupied or not, and to which a street number has been assigned.

(2) The term “street number” shall mean any number or series of numbers assigned by the City Manager's office to premises for the purpose of identification of that particular premises.

(3) All “premises” shall be assigned a property identification number by the County Equalization Department.

(4) The term “interested party” shall refer to emergency services, such as police, fire or any other emergency services, the owner, occupant, City department, public utility or any other governmental agency.

(5) The term “street name” shall refer to any official name as recognized by the City government, and no such named street shall be changed without approval of the City Council.

**80.101 Regulations.**

(1) All premises shall bear a distinctive street number in accordance with, and as designated upon the street numbering maps on file in the Office of the City Manager, which maps by reference together with any revisions thereof, shall become an operative part of this ordinance.

(2) Any owner of any premises shall place upon the street-side building front of such

premises the designated street numbers, such that the numbers on the building shall be plainly visible from the street traffic lanes, and such numbers shall be in block or script and shall be of a contrasting color to their background and shall be no less than three (3) inches in height.

(3) If the street-side building front is not clearly visible from the street traffic lanes, the owner of such premises shall clearly identify the street number of such premises in one of the following manners:

(a) If the mailbox is next to the street on the same side as the premises, and clearly can be identified with such premises, then the premises may be identified by placing numbers on each side of said mailbox in a contrasting color and of at least three (3) inches in height, which identifies the premises; or,

(b) The premises may be identified by placing a post of suitable strength and construction adjacent to the driveway of the premises, off the street right-of-way if possible, and visible from the street. The post shall be not more than four (4) feet in height, with a sign area not more than one (1) square foot in size. The numbers shall be not less than three (3) inches in height, be a contrasting color to their background, and be visible from the street traffic lanes.

(4) In an appropriate case, where the public interest is not impaired thereby, or where postal regulations require location of a mailbox at street-side and the conditions of subsection (3)(a) above can be satisfied, the City Manager shall have discretion to permit the street numbers of premises to be located on a mailbox or post, as set forth in subsections (3)(a) and (3)(b) above, in lieu of placement on the street-side building front, as ordinarily required in subsections (2) and (3) above.

(5) In premises that have multiple units assigned to the same street number, any owner shall be required to identify each unit so as to avoid confusion.

(6) Numbers shall be assigned and recorded by the City Manager's office at the request of any interested party and in accordance with these regulations.

**80.102 Violations.** Failure to display numbers within thirty (30) days after assignment and recording, or in the case of new construction, within thirty (30) days after a letter or certificate of occupancy has been issued, or within fourteen (14) days after a notice of violation has been issued to the property owner, shall be considered a violation of the City of Harbor Springs Code, punishable as provided in Section 1.112 of this Code."]<sup>12</sup>