



GEORGIA

VERMONT

Town of Georgia Road and Driveway Policies



1 PURPOSE

- 1.1 The Georgia Selectboard in conjunction with the Georgia Planning Commission established this policy to clearly state guidelines for the building, maintenance, naming, and classification of all town & private roads, driveways and sidewalks. Upon the date these policies become effective, any prior road, driveway or other document that this policy pertains to will become obsolete and this document will be in effect.

2 WINTER OPERATIONS

- 2.1 The Georgia Selectboard established this Winter Operations to clearly state priorities for the clearing, maintenance, and repair of Town roads by the Town Highway Department to ensure the safe and efficient passage of vehicles and goods through the town during the period of time between November 15 and April 30 of each year.
- 2.2 The Town of Georgia has a limited number of employees to do winter maintenance on approximately 63 miles of Town roadways. Each employee has a specific route, which takes approximately 4+ hours to complete. These routes may vary for emergency situations (e.g. fire, ambulance).
- 2.3 First priority for plowing will be to open the major traffic areas, problem areas, and school bus routes. This includes the following Town roads:

Plains, Polly Hubbard, Mill River, Oakland Station, Skunk Hill, Georgia Mountain, Ballard and Sandy Birch.

Vermont Route 7, 104A and 189 are maintained by the state only.

- 2.4 The Town of Georgia does not maintain or plow Class IV or private roads.
- 2.5 After those major routes are cleared, the second priority for plowing will be the remainder of the roads at the discretion of the Public Works Director.
- 2.6 After all plowing is done the highway department focuses on parking lots and sidewalks at the town office, fire department, historical building, school, library, food shelf and the rummage building.
- 2.7 Operations during winter storm events shall begin at approximately 3 a.m., continuing until routes are cleared. After 16 hours on the job, Road Department personnel are required to stop operations and take a minimum of six (6) hours of rest.
- 2.8 There will be no winter maintenance between the hours of 10:00 p.m. and 3:00 a.m. except for freezing rain, high winds and major snowstorms.
- 2.9 Snow plowing onto (and across) roadways. Depositing snow by blowing or plowing onto (and across) the traveled way, shoulder, or sidewalk of a class 1, 2 or 3 town highway violates Vermont statutes annotated - title 19, § 1105 and title 23, § 1126a.
- 2.9.1 Depositing snow onto any highway results in increased maintenance costs and may result in a highway accident. When snow is blown or plowed across the highway, it may cause slippery conditions or snow berms that, in turn, could cause an accident.
- 2.9.2 Private parties who violate this state statute will be given a warning by letter from the Town of Georgia (for town-maintained roads). Further violations may result in the issuance of a traffic ticket, or a civil action may be brought under title 19, § 1105, which carries a fine not to exceed \$1,000 plus costs.

3 SALT & SAND USAGE

- 3.1 Claims for Damage
 - 3.1.1 Any claims made for damage from stones, sand, salt, etc. that flies up from the trucks will not be paid by the Town, if the Town is not found legally responsible. The Town covers their loads and will review any such claims very carefully prior to payment.
- 3.2 Sand
 - 3.2.1 It is the policy of the Town of Georgia to allow residents of Georgia to take small amounts of sand from the pile located in the town highway department parking lot for use on personal driveways, walks, etc., by the pail. There shall be NO pickup loads or sand taken for commercial purposes. The sand will be available based upon the discretion of the Selectboard.

3 SALT & SAND USAGE continued

- 3.2.2 Sand will be applied to the gravel roads. With the use of sand in winter maintenance material, some particles may be as large as ¾" in size and may cause windshield damage. Travelers should use caution and avoid following other vehicles or Town trucks too closely. The Town will not pay for any vehicle repair, such as replacement of windshields.
- 3.3 Salt
- 3.3.1 The Town of Georgia does not have a bare road policy. Travelers who use Town roads should exercise due care and reasonable caution during changing winter weather conditions.
- 3.3.2 Salt will be applied to most paved roads with a minimum amount of sand added as necessary. Salt is not effective when road temperatures are below 20 degrees.

4 PARKING REGULATIONS

- 4.1 The town will enforce "no parking" rules at all places where the plow trucks turn around. Vehicles will be towed at the owner's expense.
- 4.2 No vehicle shall be parked on any public highway in a location or manner that interferes with snow removal or highway maintenance or creates hazards to the traveling public.
- 4.2.1 Any vehicle parked in violation of the provisions of this policy may be summarily removed at the owner's expense, by order of any law enforcement officer, public works director, or selectman.
- 4.2.2 If the owner of a vehicle summarily removed does not claim such vehicle and pay all towing and storage expenses within thirty (30) days of the date of such removal, such vehicle may be disposed of in any manner authorized by law.
- 4.3 Nothing in this policy shall be construed to make unlawful, vehicular stops in obedience to the direction of a law enforcement officer or for causes beyond the control of the operator.

5 ROAD CONSTRUCTION & IMPROVEMENTS

- 5.1 Road and road related improvements shall be constructed or installed in accordance with sound engineering practice and this policy.
- 5.2 The construction guidelines and standards contained as part of this policy are considered minimum standards. The Selectboard may impose a stricter requirement if, in their opinion, traffic or other conditions warrant.
- 5.3 The Selectboard may require the developer to upgrade impacted or connecting existing Class 2 and/or Class 3 Town roads if the development will increase traffic flow. Traffic studies may be required to establish the upgrade necessary. This may include, but is not limited to: removal of trees and brush, installing a turn lane, installing a traffic light, etc.
- 5.4 The right-of-way for a new road constructed by a developer for transfer to the Town shall be conveyed to the Town by warranty deed, in a form approved by the Town, in fee simple and without encumbrances. Rights-of-way shall be surveyed and monumented. The costs associated with the survey and monumentation shall be the sole responsibility of the developer or petitioner(s) to pay.
- 5.5 A right-of-way (ROW) of sixty feet (60') shall be required for all town & private roads.
- 5.6 At a minimum, the ROW shall be cleared of all trees, brush, and stumps to a minimum of two feet beyond the roadside ditching. Burial of wood, such as stumps, will not be permitted within the ROW.
- 5.7 Tree limbs must be removed to a height of 12' above finished grade.
- 5.8 All sod and topsoil shall be stripped from roadway grade. Ledge and boulders shall be removed to at least 18 inches below sub-grade and replaced with sand or gravel. All ditches and drains will be constructed so that they effectively drain the sub-grade prior to placement of any base material. An additional 6 inches of sand cushion shall be placed over any clay sub-grade.
- 5.9 All accesses to public roads shall have a -3 to 0% slope for approximately 20 feet. Any variation will require Selectboard approval.

5 ROAD CONSTRUCTION & IMPROVEMENTS

5.10 Ditching & Culverts

- 5.10.1 Ditch walls and sides shall be a 3' horizontal to 1' vertical ratio or less. Any earth fill 5 feet in height that absolutely requires a 3' horizontal to 1' vertical ratio or more, will require a 3 foot shoulder widening and installation guardrails approved by the Selectboard, their representative, or the Vermont Agency of Transportation (AOT).
- 5.10.2 Drainage ditches next to roadways are normally to be at least 6 inches below the gravel sub-base or 18 inches below finished grade.
- 5.11 If the proposed road is in a wet area, the Selectboard may require additional gravel plus sand cushion and under drain or road fabric to ensure a stable road.
- 5.12 The sub-base shall be composed of 18 inches of compacted crushed gravel installed in two 6 inch compacted lifts with maximum stone size of 4 inches. The cross section of sub-base shall conform to those of the finished surface. All roads shall be constructed with a 6-inch upper base of course compacted crushed gravel as defined by the Vermont Agency of Transportation (AOT) standard specifications for construction.
- 5.13 All new culverts shall be a minimum of eighteen inches (18") in diameter. The Road Foreman may require larger culverts at his discretion. The size may be reduced only, if determined by the Road Foreman, it will not adversely affect roads, drainage, or property. Culverts shall be either corrugated metal pipes or smooth bore plastic pipes but shall require approval of the Road Foreman. A minimum of 10" of compacted fill shall be placed over the top of the culvert. All driveways shall be constructed to prevent erosion and sedimentation of town roads and ditches and so that water runs off the sides of driveway and not into the road. Driveways must be designed and maintained for safe sight distance and traffic safety.
- 5.14 New and replacement bridges and culverts (48" in diameter and larger) will meet the 25-year event or "Q-25" standard. All bridges shall have a minimum of two-lane width except the following: Falls Rd. Bridge #30, any bridge on a Class IV road or legal trail.
- 5.15 Roadside ditches shall be treated to minimize erosion and to remove sediments and other pollutants from runoff water by: a. seeding and mulching ditches having a slope of less than 2.5%; b. use of erosion matting and seeding in ditches with slopes between 2.5% and 5%; c. stone lining ditches having a slope of 5% or greater.
- 5.16 The Selectboard hereby adopts the following construction guidelines and or standards from the Vermont Agency of Transportation which are considered integral to this policy, and which shall augment the Town of Georgia Road and Driveway Standards:
- A-2 1 Class 3 Town Highway guidelines for ADT 0-250
 - A-22 Class 3 Town Highway guidelines for ADT 250-400
 - A-23 Other than Class 3 Highway guidelines for ADT 0-400
 - A-24 Guidelines for All ADT Highways 400-750
 - A-25 Guidelines for All ADT Highways 750 + or = 50 mph
 - A-76 Design Standard for Town and Development Roads (to be used with Town Standard)
 - B-11 Design Standard for Underdrain
 - B-71 Design Standard for Residential and Commercial Drives
 - D-2 Design Standard for Headwalls and other reinforcement
 - D-3 Design Standard for Treated Gutters

6 RESIDENTIAL DRIVEWAY STANDARDS

- 6.1.1 All residential driveways servicing one or two single family residential dwelling units or lots with non-residential structures shall be constructed using the current Vermont B-71 Standards. (See attached)
- 6.2 Conditions
 - 6.2.1 A Town of Georgia Application for Town Road Access Right of Way Permit shall be approved by the Georgia Road Commissioner prior to the start of any driveway within the town right-of-way.
 - 6.2.2 All driveways shall have a hammerhead type turnaround to eliminate vehicles backing onto private or public roads. A waiver may be granted for driveways off private roads.
 - 6.2.3 A letter by a licensed engineer, Vermont licensed Site Technician or the excavating contractor responsible for the construction of the residential driveways, shall be submitted to the zoning office, prior to the issuance of a Certificate of Occupancy. A Certificate of Insurance shall be attached to certification letters by excavating contractors to assure warranty of work for a oneyear period from the date of the letter.
 - 6.2.4 Driveways shall be a minimum 12' in width with additional 2' shoulders.
 - 6.2.5 Culverts required within the town right-of-way shall be steel corrugated pipe, minimum of 30' in length and 18" inches in diameter. A waiver of the required culvert diameter may be requested, and granted by, the Select Board. (Applicant shall attach a waiver request to the Town of Georgia Application for Town Road Access Right of Way Permit.) Other types of culverts may be approved by the road foreman.
 - 6.2.6 All culverts required for private roads and driveways, shall be installed and maintained solely at the property owners' expense. In the event a culvert located within the town right-of-way fails, the cost for replacement or repair of the culvert shall the property owner's responsibility. Prior to the repair or replacement of said culvert the property owner shall complete and submit a Town of Georgia Application for Town Road Access Right of Way Permit for approval by the Town Road Commissioner. All work within the town right-of-way shall meet the standards provided within the Georgia Road and Driveway Standards.
 - 6.2.7 If the installation of a driveway requires disrupting or damaging an existing sidewalk, the applicant shall be responsible for restoring or replacing the sidewalk in conformance with this standard.
 - 6.2.8 Driveway site distances shall meet requirements as listed within the Vermont B-71 Sight Distance Chart. Applicants may request a waiver of the site distance standards from the Georgia Selectboard. All driveway waivers approved by the Selectboard require an advanced warning sign, to be installed and maintained at the property owners' expense. Location of said sign shall be determined by the Georgia Road Commissioner.
 - 6.2.9 All construction shall meet current "Vermont Low Risk Site Handbook" requirements.
 - 6.2.10 No driveway shall be constructed with a grade greater than 10%. A waiver may be granted by the Select Board to allow 11-12%. Any section of driveways approved by said waivers shall be paved with a minimum of 2" of asphalt pavement.
 - 6.2.11 All common or shared driveways shall be protected by an easement recorded in the deeds of each lot involved. Language outlining the construction and maintenance of the shared portion of the driveway shall be included in the said deed. Town of Georgia Private Road and Driveway Policy 28 March 2023 2
 - 6.2.12 There shall be a 40,000 lb rating on all bridges and culverts.
 - 6.2.13 All private driveways shall include curb cut openings with a minimum 30' radius at all intersections.
 - 6.2.14 Driveways shall be 800' maximum length; or 500' maximum length if driveway is curvy and/or uphill.
 - 6.2.15 All driveways greater than 400' in length shall have a Pull-off greater than 14' in additional driveway width and 60' in length. Said pull off shall meet the required B-71 driveway

7 PRIVATE ROAD STANDARDS

- 7.1.1 All accesses servicing three (3) or more single-family dwellings, or lots with nonresidential structures, shall be considered "Private Roads" and shall be constructed using the current Vermont A-76 Standards. (See attached)
- 7.1.2 All private roads shall be designed by a licensed engineer.
- 7.1.3 All private roads shall be 24' in width.
- 7.1.4 Private roads shall be approved by the DRB. The DRB may require private roads to be paved with a minimum of 2" of asphalt pavement. Additional paving requirements may be required by the DRB.
- 7.1.5 A private road length limit may be requested of the DRB.
- 7.1.6 All Private roads shall have 15' height clearance of trees and other overhead items.

7 PRIVATE ROAD STANDARDS

- 7.1.7 A line of sight of at least 100' in both directions is necessary if a narrow bridge or culvert is approved for a private road. There shall be a 40,000 lb rating on bridges and culverts.
- 7.1.8 Prior to the issuance of a Certificate of Occupancy, a letter by a licensed engineer shall be submitted to the zoning office, certifying the road was constructed to the required A-76 standards and meets the plans as approved by the DRB.
- 7.1.9 All private road construction shall meet current "Vermont Low Risk Site Handbook" requirements.
- 7.1.10 All private roads must be constructed within a 60' wide right-of-way easement.
- 7.1.11 All private roads in a development will require a cul-de-sac with a 35' radius/70' diameter and shall be located within a right-of-way.
- 7.1.12 All private roads shall include curb cut openings with a 30' radius at all road and driveway intersections.
- 7.1.13 No road or driveway construction shall take place within the town right-of-way without required DRB, Selectboard and or Georgia Road Commissioner signed approvals.
- 7.1.14 Private roads maintenance agreements shall meet the current Georgia Development Regulations.

8 CLASS 4 ROADS

- 8.1 The Town shall incur no obligation to improve or upgrade class 4 roads, or provide summer or winter maintenance, unless otherwise provided by statute. It is the Town's policy to provide no maintenance to Class 4 roads. Landowners are encouraged to review the school transportation policy as the Town does not maintain Class 4 roads in a manner that facilitates bussing.
- 8.2 A developer who intends to develop property served by a Class 4 Road must enter into a Class 4 Road Agreement with the Town of Georgia Selectboard, in a form approved by the Town, which Agreement shall be recorded in the Town of Georgia Land Records. The Developer must specifically refer to said Class 4 Road Agreement in each deed which conveys an interest in the subdivision or development.
- 8.3 The developer must record a Road Maintenance Agreement, which includes all new lots served by said Class 4 Road. In the case of a pre-existing Road Maintenance Agreement for said highway the lot owners and/or developer shall enter into and record a road maintenance agreement in the same form as the first Road Maintenance Agreement which was signed by the Selectboard in connection with said Road. The Road Maintenance Agreement must be recorded in the Town of Georgia land records prior to the issuance of the first zoning permit or the recording of the mylar, whichever is first. The Agreement shall cover construction, maintenance, repair, and snow removal responsibilities and must be approved by the Selectboard prior to recording.
- 8.4 When a development approved by the Planning Commission will result in a class 4 road serving three or more dwelling units, the developer of such a development must upgrade the Road to the same level as would be required for a private road as per Section 5010 of the Town of Georgia Zoning Regulations. However, if the Road is a dead-end, the portion of the Road that serves as access to two or fewer dwelling units need not be so upgraded, unless required by the Town. When all or a portion of a Class 4 road serves as access to 1 or 2 dwelling units, the Town may require that the road be upgraded to Private Road standards, taking into consideration public health and safety issues, as well as the cumulative traffic for the new, as well as existing, development on the Class 4 road. The road construction plan must be approved by the Selectboard or its designated authority. The developer shall bear sole responsibility for upgrading this road to Town specifications, as approved by the Road Foreman, for a private road or such other standard as may be required. The road shall be inspected and approved by the Selectboard who shall determine if Town requirements have been met. The contractor performing such work shall supply a current certificate of insurance before work commences. The contractor shall have proof of general liability coverage pursuant to the Town of Georgia's Purchasing Policy. This insurance shall include coverage for owned, non-owned and hired vehicles.
- 8.5 The roadway construction in the Class 4 ROW must be accomplished in a way that does not prevent usage of the road during or after construction. A proposal for accomplishing this must be approved by the Planning Commission and Selectboard.
- 8.6 Nothing shall prevent the Selectboard from exercising the right, in its sole discretion, to upgrade the road in the future.
- 8.7 All accesses to public roadways must have a -3 to 0% slope for approximately 20 feet. Any variation will require Selectboard approval.
- 8.8 The developer must provide all appropriate road signs and paving markings, if paved.

9 TRAFFIC CONTROL DEVICES

- 9.1 Traffic control devices shall be defined as all signs, signals, markings and other devices used to regulate, warn, or guide traffic placed on, over, or adjacent to a street, highway, pedestrian facility or bikeway by authority of the Town of Georgia.
- Traffic control devices within the Town of Georgia roads' rights of way shall be placed only as authorized by the Town of Georgia for the purpose of regulating, warning or guiding traffic.
 - Signs shall meet the design and placement standards as set forth in the Manual on Uniform Traffic Control Devices (MUTCD) published by the U.S. Department of Transportation, Federal Highway Administration.
- 9.2 Types of signs
- Regulatory signs are those signs which give notice of traffic laws or regulations. Regulatory signs shall be used to inform road users of selected traffic laws or regulations and indicate the applicability of the legal requirements. Examples include stop signs, speed limits signs, directional control signs, lane control signs, parking control signs, passing signs, pedestrian control signs, yield signs, weight limit signs, road closed signs, etc.
 - Warning signs are those signs which give notice of a situation that may not be readily apparent. Warning signs call attention to unexpected conditions on or adjacent to a highway or street and to situations that might not be readily apparent to road users. Warning signs alert road users to conditions that might call for a reduction in speed or an action in the interest of safety and efficient traffic operations. Warning signs may be both vehicular (tractor, emergency vehicles, bicycle, horse drawn vehicles, etc.) and non-vehicular (pedestrian, deer, cattle, snowmobile, horse, wheelchair, playground, blind person, etc.) Non-vehicular signs may be used to alert road users in advance of locations where unexpected entries into the roadway or shared use of the roadway by pedestrians, animals and other crossing activities might occur.
 - Guide Signs are those signs which show route designations, destinations, directions, distances, points of interest and other geographical, recreational or cultural information.
- 9.3 Request for Traffic Control Device
- Applicant shall complete a "Request for Traffic Control Device" form available at the Town office. Said application shall be accompanied by a drawing and/or photographs or other supporting documents which clearly depict the general and specific area of placement of any proposed sign. (IS THIS FORM ONLINE? LINK)
 - Applicant shall submit the completed application to the Town of Georgia Selectboard for consideration at its next available meeting. The Selectboard shall review the application and render its decision to approve or disapprove the application on a case-by-case basis.
 - If the Selectboard approves an application, the Town of Georgia shall order and install the sign (which shall meet MUTCD standards) on behalf of the applicant.
 - Applicant shall be responsible for the original and replacement costs of the approved sign unless said costs are waived by the Selectboard. road signs and paving markings, if paved.

10 STREET NAMING & ADDRESSING

- 10.1 Town of Georgia Street Naming and Street Addressing Purpose is to help establish a more uniform street naming and street addressing system throughout the Town of Georgia. In accordance with 24 V.S.A., sec. 2291 16 and 24 V.S.A. 4421 the Board of Selectmen of the Town of Georgia hereby establishes the following ordinance regarding: Street Naming & Street Addressing. It is believed that easily locatable addresses will have a number of beneficial results, including enabling emergency service to arrive at a scene faster; deliveries will be easier to find and visitors to our town will be able to find an address and know where they are in case of emergency.
- 10.2 Street Naming

10 STREET NAMING & ADDRESSING

10.2.1 Every public street and road, and any private road serving more than two residential or commercial structures shall be assigned a name. A special committee, appointed by the Selectboard has completed this process. All new development must meet the guidelines of this ordinance.

10.2.2 Request for street or road names intended to be accepted as public highways shall be submitted to the Georgia Historical Society for recommended names. The Historical Society shall recommend a name or names having historical significance and submit them to the developer and Selectboard for approval. The developer may request additional names if desired. These recommendations will not be mandatory. The Georgia Selectboard shall have final decision for approval.

The Georgia Historical Society may make recommendations of names having historical significance for streets or roads, which will remain private, to the developer and Selectboard. These recommendations will not be mandatory. The Georgia Selectboard shall have final decision for approval. All road names must be a separate and distinct name. No two roads can have the same or similar sounding names. No new road can have any currently used name in the Town of Georgia. Road names must be reviewed for conflicts with adjacent towns where the Town of Georgia may share postal routes (zip codes).

The Georgia Board of Selectmen may change the names of the streets, both public and private within the Town of Georgia when necessary to promote public welfare and safety.

10.3 Addressing Standards E911

10.3.1 All structures in the Town of Georgia will be addressed according to the Vermont Enhanced 911 Board Addressing Standards. The E911 Coordinator is responsible for addressing all structures in the town, updating the E911 records with the State of Vermont and notifying USPS.

10.3.2 Prior to the issuance of a building permit, a developer or landowner shall furnish a plan showing driveway and building locations in accordance with this policy to the Zoning Administrator / E911 Coordinator (or other designated official) for approval and assignment of address.

10.3.3 If, in the opinion of the designated official, the driveway location approved under subdivision cannot be used to physical site restrictions and or safety considerations they may approve a new location and assign a new address. The Public Works Director may also require a change of location for the same reasons as above. Assignment of a new address differing from that approved under subdivision will not require subdivision amendment, but may require submission and filing of an "as built" plat.

10.3.4 At such time as the Town acquires property tax mapping the Listers shall be consulted in this process to maintain consistency.

10.3.5 **Subdivision of land.** With the filing of a Final Plat application, the developer shall provide the Development Review Board with Town of Georgia Street Naming Application and Fee. Addresses and names will be assigned as part of subdivision approval. The addresses shown on the plan shall be considered final upon issuance of a Zoning Permit for the structure to be placed on the lot. The Development Review Board may require filing of an "as built" plat where changes have been made to the addressing plan as a result of issuance of Zoning Permits. Proposed names will be forwarded to the Selectboard as specified above for action and approval.

10.4 General Numbering System Guideline

10.4.1 Roads to be given an official name by the Board of Selectmen shall be measured in increments of 5.28 feet from a designated starting point. Numbering should increase from the identified beginning point of the road and generally increase from south to north and east to west. Odd numbers shall be assigned to the **LEFT** side of the road and even numbers to the **RIGHT** side of the road.

10.4.2 The address shall be determined by measuring the distance (in feet) from the beginning point of the road to the center of the driveway, dividing by 5.28 and rounding off for an even/odd designation. Example: center of drive is 1500' from beginning point of road and on left-hand side of Mill River Road. $1500/5.28 = 284.09$, round off to 285 for odd number left-hand side of road. Address is 284 Mill River Rd.

10.4.3 All numbers shall be established based on front entrance from the front entrance from the street and or the center of the driveway (or in some cases the center of the structure).

10 STREET NAMING & ADDRESSING

- 10.4.4 All numbers shall be properly affixed on or near the front entrance or in some other manner visible from the street. The numbers must be easily legible figures not less than two inches (2") high and in a color contrasting to the building background. The United States Post Office requires correct, easily legible numbers, which are not obscured by anything. **The homeowner is responsible for the numbers on the house or unit.** If the house is not visible from the road it needs a number at the driveway visible from the road.
- 10.4.5 Failure to place numbers or placement of numbers not visible to emergency service providers may result in delays or inability to locate the site. The Town of Georgia, or any entity or organization providing emergency services on behalf of the Town of Georgia, assumes no responsibility or liability under such circumstances.
- 10.4.6 Numbers shall be reserved to provide for future growth in property in all areas.
- 10.5 **Definitions**
- 10.5.1 **APARTMENT HOUSE** – A building, under one ownership, in which the rooms are arranged and rented as apartments. Apartment houses shall be numbered as follows: The apartment house shall be given on street number and each individual apartment shall be given an apartment number. For example, 21 Upper Handle Road, Apt. A, 21 Upper Handle Road, Apt. B.
- 10.5.2 **RESIDENTIAL CONDOMINIUM COMPLEX** – A building with individual separately owned units in a multi-unit structure, usually with land owned in common. These shall be numbered as follows: each condominium road shall be given a road name and each condominium unit within the complex shall be given its own street number. For example: 2 Green Willow (Timber Creek Complex).
- 10.5.3 **COMMERCIAL COMPLEX** – A building or buildings under one ownership used for commerce or industrial use, shall be numbered as follows: each building shall be given its own street number, and each unit shall be given its own unit or suite number. For example: 111 Route 100, Suite 1. Where there are multiple roads in a complex, each road shall be named and each building given its own number. In the case of commercial condominiums each separately owned unit in the building should have a unit number and further leased/division should be given a letter. For example: 111 Route 100, Suite 1, Unit A.
- 10.5.4 **COMBINED COMMERCIAL AND APARTMENT COMPLEX** – A building or buildings used for commercial use, in which there are also apartments, shall be numbered as follows: each building shall be given its own street number; each commercial unit shall be given a respective unit or suite number and each apartment number a respective apartment number. At no time shall a unit or apartment be given the same numbers. For example: 58 Route 100, Unit I (first floor business) 58 Route 100, Apt. 3 (third floor apartment).
- 10.5.5 **DUPLEX APARTMENT** – An apartment with rooms on two floors and a private inner stairway, shall be numbered as follows: each building shall be given its own street number and each apartment within the building shall be given its own apartment number. For example: 3 Handle Road, Apt. A, 3 Handle Road Apt. B.
- 10.5.6 **DUPLEX HOUSE** – A dwelling consisting of two separate family units that is separated from the adjoining units by a wall that extends from ground to floor shall be numbered as follows: each family unit shall be given its own street number. For example: 5 Cooper Hill Road, 7 Cooper Hill Rd.
- 10.5.7 **SINGLE FAMILY DWELLING** – A detached one family house, shall be given its own street number. For example: 48 Higley Hill Rd.
- 10.5.8 **SINGLE FAMILY UNIT WITH AN APARTMENT** – A detached one family house with an apartment, shall be numbered as follows: each single family dwelling unit shall be given a street number and each apartment shall use that street number along with a respective apartment number. For example: 37 Cheney Brook Road Apt. A, 37 Cheney Brook Road, Apt. B.

11 STREET SIGNS

- 11.1 The Board of Selectmen, upon adoption of this policy, shall institute a program for the installation and maintenance of Street Name Signs in accordance with the names established by this policy. All signs shall be installed and maintained to the highest degree possible allowed by budget considerations.
- 11.2 **Enforcement and Penalties**
- 11.2.1 It shall be a civil offense to vandalize (steal, deface, destroy or damage) public signs within the Town of Georgia. Violations of this Section shall be a civil matter enforced in accordance with the provisions of 24 VSA Section 1974a and 1977 et seq. Each offense shall constitute a separate violation.

11 STREET SIGNS

- 11.2.2 Violations of this Section are subject to a penalty of \$250.00 for each offense. A waiver fee of \$150.00 shall be set for each offense.
- 11.2.3 Appeals: Appeals may be taken in the manner set forth in 24 VSA Section 1974a and 1977 et seq.

12 MOTOR VEHICLE & TRAFFIC REGULATIONS

- 12.1 Town of Georgia Motor Vehicle and Traffic Regulation

13 SPEED LIMIT

- 13.1 Town of Georgia speed limit.

14 SIDEWALKS

- 14.1 Town of Georgia Sidewalks