NUMBERING OF HOUSES / STRUCTURES

IT'S THE LAW

Inspections will be conducted by the Town of Dover Building Department periodically to confirm that all structures are in compliance.

Combination of Local Law 8 of 1999 and Local law 8 of 2000
A local law ESTABLISHING A SIGN LAW FOR E-9-1-1 PURPOSES
BE IT ENACTED by the County Legislature of the County of Dutchess as follows:

SECTION 1. LEGISLATIVE INTENT

The Dutchess County Legislature has previously determined that it is in the best interest of the citizens of the County of Dutchess to have uniform signs for E-911 purposes so that all structures in the County can be easily identified by emergency vehicles. In addition thereto, the Dutchess County Legislature strongly feels that each citizen has the responsibility of affixing his/her E-911 number once that number has been received. There must be cooperation among the citizens, the government, and the emergency service providers in order for the E-911 system to operate as designed. (Local law 8 of 2000)

SECTION 2. NUMBERING OF HOUSES / STRUCTURES

Within 60 days after receipt of written notification of address or new address assignment, the owner or occupant shall affix/display the assigned address number as described herein:

A. The property owner of record has the responsibility to affix the E-911 number as described in Section 2 (B) and (C). After the E-911 number has been affixed, the property owner of record shall remove the previous number that had been assigned to the property. The costs involved in affixing the E-911 number and removing the previous number shall be borne by the property owner of record. (Local law 8 of 2000)

B. SIZE AND LOCATION OF ROAD ADDRESS NUMBERS: Road address numbers for residences shall not be less than 3 inches in height and shall be made of a durable and clearly visible material. In addition, the material should be reflective, if possible. Whenever a building is more than 50 feet from the road or when the entrance of the building is not visible from the road, the numbers shall be placed on a rigid post along a walk, driveway, or other location so that the address number is visible from the road, upon approach from any direction. Address numbers shall be of a contrasting color of the background on which they are mounted. A mailbox at the end of the walk or driveway with numbers on both sides of it can be used in lieu of the rigid post. A second set of numbers shall be placed on a structure located more than fifty feet from the road. (Local Law 8 of 1999)

C. DISPLAY OF ADDRESS NUMBERS: All commercial and industrial structures shall display address numbers of not less than 4 inches in height as follows:

1. When possible, the numbers shall be displayed over the main entrance to the structure. (Local Law 8 of 1999)

2. Apartments, townhouses, shopping centers or other similar groups, where only one number is assigned, shall display such number at the main entranceway. Numbers for individual units or establishments within the complex shall be displayed on, above, or to the side of the main doorway of each unit, apartment, suite or establishment. (Local Law 8 of 1999)

Dutchess County Real Property Tax Service Agency
Address Request Form

Office Phone; (845) 486-2140   Fax Number: (845) 486-2093
22 Market St, Poughkeepsie, New York   12601   rptaddressing@co.dutchess.ny.us

Name of Firm/Person requesting address _____

Contact person _____   Date: _____

Phone #: _____   Fax #: _____

Email: _____

TO BE FILLED IN BY PERSON REQUESTING NEW ADDRESS:

1.   Type of Request: ☐ Resale   ☐ New Construction
                             ☐ Sub-division   ☐ Other _____

2.   Real Property Tax Parcel Grid Number:

       13 _____-_____-_____-_____-_____
           Swis code (4)   Section (4)   Block (2)   Lot (6)   Suffix (4)

       Filed Map Number (if available): _____ Lot #_____

3.   Parcel old address (if applicable):

       _____

4.   Former owner of parcel or structure:

       _____

5.   New owner of parcel or structure:

       _____

6.   **Attach a plot plan showing actual location of driveway:**

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To be completed by RPT Addressing Staff:

       New assigned 9-1-1 address: _____

       Name of Technician: _____ Date Assigned: _____