ORDINANCE NO. 26-08

AN ORDINANCE AMENDING ARTICLE 9 (BUILDING) OF THE ASTORIA CITY CODE TO MODERNIZE BUILDING CODE ADMINISTRATION AND ENFORCEMENT

THE CITY OF ASTORIA DOES ORDAIN AS FOLLOWS:

SECTION ONE. Purpose and Findings

The purpose of this ordinance is to comprehensively update and modernize Article 9 (Building) of the Astoria City Code to provide a clearer, more consistent, and more efficient framework for administration and enforcement of the City's Building Inspection Program.

WHEREAS:

- The City administers a delegated municipal Building Inspection Program under ORS Chapter 455, with Article 9 of the Astoria City Code establishing local provisions for building code administration, permitting, inspections, enforcement, appeals, and unsafe structures; and
- Article 9 has been amended incrementally over many years and contains outdated terminology and code references, duplicative provisions, and administrative procedures that warrant consolidation and clarification; and
- The City has undertaken a comprehensive review of Article 9 to modernize the City's Building Inspection Program, align local provisions with current Oregon law and Oregon Specialty Codes, and reduce unnecessary duplication of requirements already established by state law; and
- The proposed amendments modernize and clarify permitting, inspection, enforcement, appeals, dangerous buildings and unsafe structures, and related administrative provisions, while clarifying the authority of the Building Official and coordination with other City requirements; and
- The City Council considered the proposed amendments at its September 7, 2026 public hearing and first reading, and the ordinance and Exhibit A have been revised to incorporate Council direction, City Attorney recommendations, and clarifying and administrative corrections identified through that review; and
- The City Council finds that the amendments will improve the clarity, consistency, and administration of Article 9 and support the continued protection of public health, safety, and welfare.

SECTION TWO. Article 9 Amendments

Article 9 (Building) of the Astoria City Code is hereby amended as set forth in **Exhibit A – Clean Version**, attached hereto and incorporated herein by reference, to modernize and clarify the City's building code administration and enforcement provisions.

SECTION THREE. Administrative and Codification Corrections

Non-substantive clerical, formatting, numbering, grammatical, and cross-reference corrections may be made during codification, provided such corrections do not alter the substance or policy adopted by the City Council.

SECTION FOUR. Severability
The provisions of this ordinance are severable. The invalidity of any section, clause, or provision of this ordinance shall not affect the validity of any other part, which can be given effect without the invalid part.

SECTION FIVE. Effective Date
This ordinance shall take effect 30 days after adoption and enactment by the City Council.

ADOPTED BY THE COMMON COUNCIL THIS 5th DAY OF OCTOBER, 2026.

APPROVED BY THE MAYOR THIS 5 DAY OF OCTOBER, 2026.

_____
Mayor

ATTEST:

_____
Scott Spence, City Manager

ROLL CALL ON ADOPTION:		YEA	NAY	ABSENT
Councilor:	Adams	X		
	Conklin	X		
	Davis	X		
	Mazzarella	X		
	Mayor Fitzpatrick	X		

Exhibit A – Article 9 Amendments
(Clean Version)

Exhibit A presents the revised Article 9 (Building) of the Astoria City Code for adoption. The amendments modernize outdated provisions and terminology, align Article 9 with the Oregon Specialty Codes and the City's Building Division Operational Plan, clarify administrative authority and procedures, reduce redundancy, and improve the overall organization and administration of the City's delegated Building Inspection Program.

Non-substantive formatting, numbering, grammatical, and internal cross-reference corrections may be completed during codification.

CHAPTER 9 BUILDING

ADMINISTRATION OF THE OREGON SPECIALTY CODES
ELECTRICAL REGULATIONS
HOUSE MOVING
HOUSE TRAILERS
STREET ENCROACHMENTS
RETAINING WALLS
BUILDING NUMBERING

BUILDING CODE AMINISTRATION

General Provisions – ADMINISTRATION OF THE OREGON SPECIALTY CODES
Building Definitions
Adoption Of Codes
Organization And Authority
General And Enforcement
Permits And Inspections
Building Enforcement and Unsafe Structures
Penalties And Fees
Appeals

General Provisions – Administration of the Oregon Specialty Codes

9.005 Title, Purpose, and Scope
9.010 Conflicting Provisions
9.015 Severability

9.005 Title, Purpose, And Scope

A. Title. These regulations shall be known as the **City of Astoria Building Code** and may be cited as such. References in this chapter to "this code" mean the City of Astoria Building Code.

B. Purpose. The purpose of this chapter is to establish the administrative provisions governing the application and enforcement of the Oregon Specialty Codes within the City of Astoria. These regulations are intended to protect the public health, safety, and welfare by providing for the administration of permits, inspections, plan review, enforcement, appeals, and related building program functions consistent with Oregon law and the City's Building Division Operational Plan. This chapter is adopted pursuant to the authority granted under ORS Chapter 455 and other applicable provisions of Oregon law.

C. Scope. This chapter applies to the administration and enforcement of the Oregon Specialty Codes for the construction, reconstruction, alteration, repair, relocation, demolition, occupancy, use, and maintenance of buildings, structures, and building service equipment within the City of Astoria. Unless otherwise provided by law, this chapter does not apply to work performed by or on behalf of a governmental agency within a public right-of-way.

D. Relationship to State Building Codes. Except where this chapter expressly establishes local administrative requirements authorized by Oregon law, references to the Oregon Specialty Codes mean the Specialty Codes adopted by the Oregon Building Codes Division pursuant to ORS Chapter 455, as amended from time to time.

9.010 Conflicting Provisions

In the event of a conflict between this chapter and the applicable Oregon Specialty Codes or Oregon law, the Oregon Specialty Codes and Oregon law shall control except where local requirements are expressly authorized by law. Where a conflict exists between a general provision and a specific provision of this chapter, the specific provision shall control.

9.015 Severability

If any provision of this chapter is declared invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The City Council declares that it would have adopted this chapter irrespective of the invalidity of any individual provision.

Building Definitions

9.020 Definitions

9.020 Definitions

For the purpose of this code, the following definitions shall apply:

Applicable Specialty Code. The Oregon Specialty Code that governs the work, activity, building, structure, or building service equipment that is the subject of a permit, inspection, or enforcement action.

Building Code. The Oregon Structural Specialty Code (OSSC), as adopted and amended by the Oregon Building Codes Division.

Building Official. The individual appointed by the City Manager and certified by the State of Oregon, as required, to administer and enforce this chapter and the applicable Oregon Specialty Codes, including an authorized designee.

Dwelling Code. The Oregon Residential Specialty Code (ORSC), as adopted and amended by the Oregon Building Code Division.

Electrical Code. Oregon Electrical Specialty Code (OESC), as adopted and amended.

Jurisdiction. The City of which adopts this code for administrative regulations within its area of authority.

Manufactured Dwelling Installation Code. Oregon Manufactured Dwelling Installation Specialty Code, as adopted and amended.

Manufactured Dwelling Park Code. Oregon Manufactured Dwelling Park Specialty Code, as adopted and amended.

Mechanical Code. Oregon Mechanical Specialty Code (OMSC), as adopted and amended.

Operational Plan. The City of Astoria Building Division Operational Plan approved by the Oregon Building Codes Division, as amended.

Oregon Building Codes Division (BCD). The division of the Oregon Department of Consumer and Business Services is responsible for administration of the Oregon State Building Code.

Plumbing Code. Oregon Plumbing Specialty Code (OPSC), as adopted and amended.

Recreational Vehicle Park Code. Oregon Recreational Vehicle Park Specialty Code, as adopted and amended.

Specialty Codes. The Oregon Specialty Codes adopted by the Oregon Building Codes Division pursuant to ORS Chapter 455, as amended from time to time, and delegated to the City for administration and enforcement. The Specialty Codes establish the requirements governing the design, construction, reconstruction, alteration, repair, movement, demolition, occupancy, use, location, and maintenance of buildings, structures, and building service equipment.

Adoption Of Codes

9.025 Oregon Specialty Codes
9.030 Existing Building Code
9.060 Abatement Of Dangerous Buildings Code
9.065 Operational Plan

9.025 Oregon Specialty Codes

The City of Astoria administers and enforces the Oregon Specialty Codes delegated to the City pursuant to ORS Chapter 455 and the rules of the Oregon Building Codes Division. References throughout this chapter to the Oregon Specialty Codes shall mean those codes as adopted and amended by the State of Oregon unless this chapter expressly provides otherwise.

9.030 Existing Building Code

The City of Astoria administers and enforces the provisions governing existing buildings contained within the Oregon Specialty Codes, as adopted and amended by the Oregon Building Codes Division pursuant to ORS Chapter 455. References in this chapter to existing building requirements shall mean the applicable provisions of the Oregon Specialty Codes.

9.060 Dangerous Buildings and Unsafe Structures ~~Code~~

The administration and enforcement of dangerous buildings, unsafe structures, unsafe building service equipment, and related building code violations shall be governed by Section 9.155.

9.065 Operational Plan

The Building Official shall administer the City's Building Inspection Program in accordance with the City of Astoria Building Division Operational Plan submitted to and maintained with the Oregon Building Code Division, as amended from time to time. The Operational Plan shall govern the administration of the City's delegated Building Inspection Program except where otherwise provided by state law or this chapter.

Organization And Authority
9.075 Building Inspection Agency
9.080 Building Official – Authority and Duties

9.075 Authority

A. Administration and Enforcement. The administration and enforcement of this chapter and the applicable Oregon Specialty Codes shall be under the direction of the Building Official.

B. Building Official. The Building Official shall administer and enforce this chapter and the applicable Oregon Specialty Codes in accordance with Oregon law and the City's delegated Building Inspection Program.

C. Interpretation of Titles. Whenever the terms "administrative authority," "responsible official," "building official," "chief inspector," "code enforcement officer," or any similar designation are used in this chapter or the applicable Oregon Specialty Codes, they shall mean the Building Official or the Building Official's authorized designee, unless the context clearly indicates otherwise.

9.080 Building Official - Authority and Duties

A. Appointment. The City Manager shall appoint a Building Official to administer and enforce this chapter and the applicable Oregon Specialty Codes. The Building Official shall possess all certifications required by the State of Oregon for the administration of the City's delegated Building Inspection Program.

B. Authorized Representatives. The Building Official may designate deputy building officials, inspectors, plan reviewers, and other authorized representatives to perform duties consistent with this chapter, the applicable Oregon Specialty Codes, and the City's Building Division Operational Plan.

C. General Authority. The Building Official is authorized to administer and enforce this chapter and the applicable Oregon Specialty Codes, including the authority to conduct inspections, investigate violations, issue permits, approvals, notices, orders, stop work orders, and take other actions authorized by this chapter and Oregon law.

D. Right of Entry. Whenever necessary to enforce this chapter or the applicable Oregon Specialty Codes, or when the Building Official has reasonable cause to believe that a violation or unsafe condition exists, the Building Official may enter and inspect property at reasonable times with the consent of the owner or occupant or as otherwise authorized by law. If entry is refused, the Building Official may seek an administrative inspection warrant or pursue other legal remedies authorized by law.

E. Stop Work Orders and Emergency Actions. The Building Official may issue written stop work orders, disconnect utilities, order the discontinuance of occupancy or use, or take other emergency actions authorized by law whenever necessary to eliminate an immediate hazard to public health, safety, or property.

F. Unsafe Equipment and Structures. Whenever the Building Official determines that a building, structure, building service equipment, or installation is unsafe, dangerous, or otherwise in violation of this chapter or the applicable Oregon Specialty Codes, the Building Official may issue written orders requiring repair, rehabilitation, replacement, removal, disconnection, or other corrective action within a specified period.

G. Compliance with Orders. No person shall reconnect utilities, resume work, reoccupy a building, or place equipment back into service after it has been disconnected, ordered vacated, or otherwise restricted by the Building Official until authorized to do so by the Building Official.

H. Liability. The Building Official and authorized representatives acting in good faith and within the scope of their official duties shall not be personally liable for actions taken in the administration or enforcement of this chapter. Nothing in this section relieves any owner or responsible person from liability for violations of this chapter or the applicable Oregon Specialty Codes.

General And Enforcement
9.085 Historic Buildings Or Structures
9.090 Alternate Materials And Methods
9.095 Modifications
9.100 Tests

9.085 Historic Buildings and Structures

Repairs, alterations, additions, and rehabilitation necessary for the preservation, restoration, or continued use of a historic building, structure, or its building service equipment may be authorized by the Building Official without full compliance with the applicable Oregon Specialty Codes, provided that:

A. The building or structure has been designated by the appropriate governmental authority as having historic, architectural, or cultural significance.

B. Any condition determined to be unsafe or hazardous is corrected.

C. The proposed work does not reduce the existing level of life safety, fire safety, structural

integrity, or sanitation.

The Building Official may consult with the Historic Landmarks Commission, Historic Preservation Officer or City Historian, as appropriate, when administering this section.

9.090 Alternate Materials and Methods

Reference applicable OSSC or ORSC sections, as amended.

9.095 Modifications

Reference applicable OSSC or ORSC sections, as amended.

9.100 Tests

Reference applicable OSSC or ORSC sections, as amended.

Permits And Inspections

9.110 Permits Required
9.115 Permit Applications and Plan Review
9.120 Permit Duration, Expiration, Renewals, and Extensions
9.125 Work Without a Permit and Permit Transfers
9.130 Suspension and Revocation
9.135 Inspections

9.110 Permits Required

A. Permit Required. Except as otherwise provided in the applicable Oregon Specialty Codes, no building, structure, or building service equipment regulated by this chapter shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted, or demolished without first obtaining the required permit from the Building Official.

B. Separate Permits. Separate permits may be required for building, plumbing, mechanical, electrical, fire protection, or other work as required by the applicable Oregon Specialty Codes. The Building Official may authorize related work to be combined under a single permit application when permitted by the applicable Oregon Specialty Codes.

C. Permit Exemptions. Work exempt from permit requirements under the applicable Oregon Specialty Codes shall not be construed as authorization to perform work in violation of this chapter, the applicable Oregon Specialty Codes, or any other applicable provision of the Astoria City Code.

9.115 Permit Applications and Plan Review

A. Applications. Permit applications shall be submitted in the form prescribed by the Building Official and processed in accordance with the City's Building Division Operational Plan.

B. Plan Review. Plan review shall be conducted in accordance with the applicable Oregon Specialty Codes and the City's Building Division Operational Plan.

C. Existing Violations and Compliance. The Building Official may defer review or issuance of a permit when the property, structure, use, or development has an outstanding violation of an Oregon Specialty Code, the Astoria Development Code, the Astoria City Code, or other applicable City requirement. This subsection does not prevent issuance of a permit necessary to correct the violation or where the Building Official determines adequate arrangements have been made for compliance.

D. Coordination With Other City Requirements. The Building Official may defer permit issuance until applicable land use, engineering, right-of-way, fire and life safety, or other City requirements have been satisfied.

E. Errors and Omissions. The issuance of a permit does not prevent the Building Official from requiring the correction of errors, omissions, or violations subsequently discovered.

F. Sewage Disposal. Where applicable, required sewage disposal approvals shall be obtained before permit issuance or occupancy in accordance with Oregon law.

9.120 Permit Duration, Expiration, Renewals, and Extensions

A. Applications. Permit applications shall expire 180 days after filing unless extended by the Building Official for good cause.

B. Permit Expiration. Unless otherwise provided by the applicable Oregon Specialty Codes, a permit shall expire two years after issuance if the work has not received final approval. Upon expiration, work shall stop until the permit is renewed or a new permit is issued. The Building Official may approve a longer permit period when the size, complexity, phasing, or other circumstances of the project make completion within two years unreasonable.

C. Renewal or Reinstatement. The Building Official may renew or reinstate an expired permit when the approved scope of work remains substantially unchanged and the Building Official determines that reinstatement is appropriate. The Building Official may require updated information, inspections, corrections, or other conditions necessary to verify compliance. Renewal or reinstatement shall be subject to applicable fees. The Building Official may require a new permit when changes in the scope of work, applicable codes, site conditions, or the length of time since expiration make renewal or reinstatement inappropriate.

D. Extensions. The Building Official may extend an unexpired permit upon written request and a showing of good cause. The length and conditions of an extension shall be determined by the Building Official consistent with the applicable Oregon Specialty Codes.

9.125 Work Without a Permit and Permit Transfers

A. Work Without a Permit. Whenever work requiring a permit has commenced without first

obtaining the required permit, the Building Official may require an investigation before issuing a permit. Investigation fees shall be established by City Council resolution. Payment of an investigation fee does not relieve any person from compliance with this chapter or applicable penalties.

B. Permit Transfers. Permits are not transferable except with written approval of the Building Official. Requests shall demonstrate continued compliance with permit requirements. Transfer fees shall be established by City Council resolution.

9.130 Suspension and Revocation.

The Building Official may suspend or revoke a permit whenever it was issued in error, based upon incorrect information, or in violation of this chapter, the applicable Oregon Specialty Codes, or other applicable law.

9.135 Inspections

A. Inspection Requests. Permit holders shall request required inspections, provide access to the site, and furnish equipment reasonably necessary for inspections.

B. Accessibility. Work requiring inspection shall remain accessible until approved by the Building Official.

C. Inspection Records. Permit holders shall maintain required inspection records until final approval has been issued by the Building Official.

Building Enforcement and Unsafe Structures

9.140 Building Enforcement and Unsafe Structures

A. Purpose. The purpose of this section is to establish a consistent, fair, and legally defensible process for identifying, investigating, correcting, and abating dangerous buildings, unsafe structures, unsafe building service equipment, and related building code violations. This section is intended to protect the public health, safety, and welfare while providing reasonable notice, due process, and opportunities for voluntary compliance.

B. Applicability and Authority. This section applies whenever the Building Official determines that a building, structure, building service equipment, property, use, or related condition is unsafe, dangerous, unfit for occupancy, constitutes a public nuisance, or otherwise violates this chapter, the applicable Oregon Specialty Codes, the Astoria Development Code, other provisions of the Astoria City Code, or applicable Oregon law. The Building Official is authorized to administer and enforce this section and coordinate enforcement with other City departments and agencies as appropriate.

C. Definitions and General Standards.

1. Dangerous Building. A building or structure that, because of deterioration, structural instability, fire damage, inadequate maintenance, or other unsafe condition, presents a threat to

public health, safety, or welfare.

2. Immediate Hazard. A condition creating an imminent threat of injury, death, or significant property damage requiring immediate action.

3. General Standards. In determining the appropriate corrective action, the Building Official shall consider the nature and severity of the hazard, the risk to public health, safety, and welfare, the feasibility of repair, rehabilitation, or demolition, the protection of adjacent property, and the time reasonably necessary to achieve compliance.

D. Enforcement Procedures.

1. Investigations and Inspections. The Building Official may conduct inspections, investigate complaints, obtain engineering evaluations, perform surveys, take photographs, obtain administrative inspection warrants, and establish an administrative record as necessary to determine compliance with this chapter and the applicable Oregon Specialty Codes.

2. Administrative Orders and Voluntary Compliance Agreements. The Building Official may issue Administrative Orders and negotiate and execute Voluntary Compliance Agreements to achieve compliance with this chapter and the applicable Oregon Specialty Codes.

3. Administrative Orders. Administrative Orders shall include, at a minimum, findings of fact, conclusions, applicable code citations, determinations, required corrective actions, compliance deadline, milestones, appeal rights, and notice of potential cost recovery.

4. Extensions. The Building Official may grant reasonable extensions of time for compliance upon written request submitted before the applicable compliance deadline and a showing of good cause.

E. Dangerous Buildings, Emergency Actions, and Abatement.

1. Dangerous Buildings. The Building Official may order the repair, rehabilitation, stabilization, securing, vacating, utility disconnection, demolition, or other corrective measures necessary to eliminate dangerous conditions or achieve compliance with this chapter and the applicable Oregon Specialty Codes.

2. Emergency Actions. Whenever the Building Official determines that an Immediate Hazard exists, the Building Official may, with or without prior notice as circumstances require, order or undertake emergency stabilization, barricading, fencing, shoring, weather protection, utility disconnection, emergency demolition, or other actions reasonably necessary to protect public health, safety, or property.

3. City Abatement. If a responsible person fails to comply with an Administrative Order within the time prescribed, the Building Official may cause the City to perform or contract for the repair, stabilization, securing, demolition, or other necessary abatement of the dangerous condition in accordance with this chapter and applicable law.

F. Appeals. Appeals of Administrative Orders, determinations, interpretations, and other decisions of the Building Official issued under this section shall be processed in accordance with Section 9.170.

G. Cost Recovery, Liens, and Administrative Record.

1. Cost Recovery. The City may recover all reasonable costs incurred in administering and enforcing this section, including, but not limited to, engineering, surveying, environmental review, inspections, demolition, contractor services, legal expenses, staff time, administrative costs, recording fees, lien processing, and other costs authorized by the Astoria City Code or Oregon law.

2. Liens. Any costs incurred by the City pursuant to this section may be assessed against the property and recovered through liens or other remedies authorized by the Astoria City Code and Oregon law.

3. Administrative Record. The Building Official shall maintain an administrative record for each enforcement action. The administrative record shall constitute the official record supporting the Building Official's determinations and enforcement actions under this section.

H. Reservation of Remedies. The remedies provided by this section are cumulative and do not limit any civil, criminal, equitable, or administrative remedy available under the Astoria City Code or Oregon law.

Fees and Penalties
9.160 Fees
9.165 Penalties

9.160 Fees

The following provisions apply to the administration of this chapter and the applicable Specialty Codes.

A. Valuation. The Building Official shall determine the valuation of a building or structure in accordance with the applicable Oregon Specialty Codes. Valuation shall include the total value of all work authorized by the permit, including, but not limited to, structural, architectural, mechanical, electrical, plumbing, fire protection, finish work, fixed equipment, and other permanent improvements.

B. Fees Established by Resolution. Permit, plan review, investigation, inspection, and other fees shall be established by resolution of the City Council.

C. Additional Fees. The Building Official may assess additional fees authorized by City Council resolution, including investigation fees or other fees permitted by this chapter or the applicable Oregon Specialty Codes.

D. Refunds. Upon written request by the original permittee, the Building Official may authorize refunds of permit, plan review, investigation, or other fees in accordance with City Council resolution and the following:

1. Fees paid or collected in error.
2. Up to 80 percent of the permit fee when no work has commenced under a valid permit.
3. Up to 80 percent of the plan review fee when a permit application is withdrawn or canceled before plan review has commenced.

9.165 Penalties

The following provisions apply to violations of this chapter and the applicable Oregon Specialty Codes.

A. It is unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building, structure, or building service equipment, or to cause or permit the same, in violation of this chapter or the applicable Oregon Specialty Codes.

B. The remedies and penalties provided in this chapter are cumulative and are in addition to any remedies, penalties, or enforcement authority provided under Oregon law, including applicable provisions of ORS Chapters 446, 447, 455, 479, and 693.

C. A violation of this section is punishable as provided in Astoria City Code Chapter 1. Each day a violation continues constitutes a separate offense.

D. In addition to any other remedy provided by law, any condition existing in violation of this chapter or the applicable Oregon Specialty Codes is declared to be a public nuisance and may be abated in accordance with the Astoria City Code. Each day the violation continues constitutes a separate violation.

Appeals

9.170 Local Appeals and Interpretation
9.175 Appeal Procedures

9.170 Local Appeals and Interpretation

The following provisions apply to the administration and enforcement of this chapter and the applicable Oregon Specialty Codes.

A. Local Appeals. Any person aggrieved by a written decision, interpretation, Administrative Order, or determination of the Building Official may appeal the decision in accordance with Chapter 1 of the Astoria City Code, unless a different appeal procedure or period is established by applicable law.

B. Board of Appeals. The City Council shall serve as the Board of Appeals unless it designates a hearings officer or other qualified person or body. The appellate body may not waive or modify

the applicable Oregon Specialty Codes and shall determine only whether the Building Official correctly interpreted and applied this chapter, the Oregon Specialty Codes, and other applicable law.

C. State Interpretations. Nothing in this chapter prevents any person from requesting a formal interpretation or ruling from the Oregon Building Codes Division as authorized by Oregon law.

9.175 Appeal Procedures

Appeals shall be processed in accordance with Chapter 1 of the Astoria City Code and the City of Astoria Building Division Operational Plan, as amended from time to time. Appeal fees shall be established by resolution of the City Council.

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BUILDING NUMBERING

Regulation Of Building Numbering

Regulation Of Building Numbering

9.390 Building Numbers Required
9.395 Assignment Of Building Numbers

9.390 Building Numbers Required

A. There is hereby adopted a system of numbering of buildings and dwellings within the city.

B. The numbers shall be conspicuously placed immediately above, on or at the side of the proper door of each building so that the number can be seen plainly from the street line. Whenever a building is situated more than 50 feet from the street line, the numbers shall be placed near the walk, driveway or common entrance to the building and upon a gatepost, fence, tree, post or other appropriate place so as to be easily discernible from the sidewalk. Each number shall not be larger than six inches nor smaller than four inches high with a minimum stroke width of ½ inch each.

C. Odd numbers shall be given to buildings and dwellings on the west and south sides of the streets, avenues and highways, and even numbers to those on the north and east side of the street except for streets which reverse themselves in direction which shall be numbered continuously from one end.

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//End//