

ORDINANCE NO. 24-_____

AN ORDINANCE PERTAINING TO BUILDINGS, CONSTRUCTION AND HOUSING AMENDING SECTIONS 6-1-2-123 THROUGH 6-1-2-128, DIVISION 6-1-2, ARTICLE 6-1, CHAPTER 6, LAWTON CITY CODE, 2015, BY AMENDING THE PROCEDURES FOR ADDRESSING TO ALLOW FOR CONSISTENCY BETWEEN GIS, E911 AND PLANNING AND POTENTIALLY PROVIDING A BETTER RESPONSE TIME IN EMERGENCY SITUATIONS, PROVIDING FOR SEVERABILITY, ALLOWING FLOOR AMENDMENTS AND ESTABLISHING AN EFFECTIVE DATE.

ORDINANCE

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lawton, Oklahoma, that:

Section 1. Section 6-1-2-123 is hereby amended to read as follows:

6-1-2-123 Assignment of numbers to platted lots.

In single-family residential areas, individual numbers shall be assigned or allotted to each platted lot except, where the frontage of a platted lot exceeds seventy-five (75) feet in distance, a number shall be assigned to each fifty (50) feet or portion thereof. This shall apply also to a long dimension of lots abutting on a side street or avenue. For an illustration, a lot having a fifty (50) foot frontage on the north side of Gore Boulevard and a hundred fifty (150) foot frontage on the west side of 15th Street, would be assigned the numbers: 1501 Gore Boulevard, and 2 North 15th Street, 4 North 15th Street and 6 North 15th Street. The location of the front door shall determine what address is assigned. Assignment of numbers to duplex or multi-family residential areas with eight (8) or fewer units within a single-story building and commercial areas shall be made on twenty-five (25) foot frontage basis.

Section 2. Section 6-1-2-124 is hereby amended to read as follows:

6-1-2-124 Assignment of numbers to unplatted property.

Where residential property has not been platted, individual numbers will be assigned and reserved for each fifty (50) feet of frontage. Where commercial property has not been platted, individual numbers will be assigned and reserved for each twenty-five (25) feet of frontage.

Section 3. Section 6-1-2-125 is hereby amended to read as follows:

6-1-2-125 Additional housing units on lot.

Where secondary housing units are built on residential or business lots, the number assigned to the lot shall be used for the primary residence or business operated on the lot. The secondary housing units will be numbered as apartments by number in addition to the number assigned the lot. For example, two garage apartments built on the alley of 205 Bell Avenue would carry a designation of 205 Bell Avenue, Apartment 1, or Apartment 2, as the case may be.

Section 4. Section 6-1-2-126 is hereby renamed and amended to read as follows:

6-1-2-126 Multi-story or multiple unit buildings on one lot or parcel.

- A. Commercial or mixed-use multi-story buildings with multiple units shall be assigned an address for each building and each unit within the building shall be given a suite number. First floor suites shall be designated as 100s, second floor 200s, etc. Suites shall be clearly labeled, and labels shall be visible from the public or private street which they abut.
- B. A lot or parcel with multiple buildings containing multiple dwelling units, such as an apartment or townhouse complex, the complex shall be assigned an appropriate address based on the location of the main office and then each building thereafter shall be given an alphabetical letter; each apartment unit a number. First floor units shall be numbered as 100s, second floor 200s, etc. Units shall be clearly labeled with the building letter and unit number. Labels shall be visible from the ground level.
- C. Single story buildings containing eight (8) or fewer dwelling units may be addressed individually or in accordance with paragraph B above. The Planning Department will be responsible for deciding the appropriate method.

Section 5. Section 6-1-2-127 is hereby amended to read as follows:

6-1-2-127 Uniform system of numbering.

- A. All properties or parcels of land within the corporate limits of the city shall hereafter be identified by reference to the street numbering system adopted herein. In rare situations, existing addresses may have to be changed in order to accommodate additional development. Consideration will be given to affect the least number of addresses as possible. Upon notice, property owners will have thirty (30) days to comply.
- B. The official address map, as shown on the online GIS map is hereby adopted for use in the city. This map and all explanatory matters thereon is hereby adopted and made a part of this article. The map shall be kept up-to-date and maintained by the city, which shall be responsible for assigning numbers and maintaining the numbering system. In the performance of this responsibility, city personnel shall be guided by the provisions of this article.
- C. The owner of any property or parcel of land containing new or existing structures including mobile homes, on individually owned lots within the city limits shall be responsible to procure the correct number or numbers as designated from the city for the property and display the correct number on the property visible from the public or private street which they abut.
- D. The owner of any property or parcel of land containing new or existing mobile home parks as defined and licensed under the provisions of this code within the city limits shall be responsible to procure the correct address of the mobile home park. The correct address and the name of the mobile home park shall be posted at the entrance or entrances of the park visible from the abutting street. The owner of the mobile home park shall also be responsible for displaying the number designation of each mobile home or trailer in the mobile home park visible from the abutting public or private street. No duplication of numbers shall be used in the same mobile home park. The owner shall also be responsible

for submitting to the Planning Department a current plot plan drawn to scale to indicate the number assignment of each mobile home or trailer space or lot in the park.

- E. The owner of any property or parcel of land containing new or existing multi-family apartment units within the city limits shall be responsible for procuring the correct address number or numbers as designated by the city for each apartment complex. The owner or owners of the apartment complexes shall be responsible for the following, except apartment complexes with eight units or less shall be exempt from below:
1. Permanently display the assigned numbered address and name of each apartment complex visible from the abutting public or private street;
 2. Permanently display a guide map on a sign at the main entrance of each apartment complex or parcel of land containing apartment complexes with a minimum area of four feet by four feet and graphically showing the following:
 - a. The traffic or street layout through and around the apartment complex;
 - b. The arrangement of all the buildings in the apartment complex with corresponding parking areas;
 - c. Directional north arrow; and
 - d. The street address of each building or an identification letter of each building.
 3. A letter or the individual assigned address shall be displayed on each building visible from the public or private street which the building abuts; and
 4. Each individual apartment unit shall display the building letter and apartment number.

Section 6. Section 6-1-2-128 is hereby renamed and amended to read as follows:

6-1-2-128 Building permits.

In order to preserve the continuity and uniformity of numbers of the houses, buildings and structures, it is the duty of the owner to procure the correct number or numbers as designated from the city for the property. No building permit shall be issued for any house, building or structure until the owner has procured from the Planning Department ~~city~~ the official address of the premises. Final approval of any structure erected, repaired, altered or modified shall be withheld by the building official until permanent and proper numbers have been procured for the structure.

Section 7. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, said portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Section 8. Effective Date. The provisions of this ordinance shall become effective thirty (30) days after passing of the ordinance.

ADOPTED and APPROVED by the Council of the City of Lawton, Oklahoma, this ____ day of _____, 2024.

STANLEY BOOKER, MAYOR

ATTEST:

DONALYNN BLAZEK-SCHERLER, CITY CLERK

APPROVED as to form and legality this ____ day of _____, 2024.

JOHN R. ANDREW, CITY ATTORNEY

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Brief Gist

This ordinance will amend Sections 6-1-2-123 through 6-1-2-128 and update the way the City addresses are assigned in order to obtain more accurate GIS and E911 CAD mapping and therefore potentially providing a better response time in emergencies; providing for severability. If approved, this ordinance will become effective thirty (30) days after passage.

ADOPTED and APPROVED by the Council of the City of Lawton, Oklahoma, this _____ day of _____, 2024.

STANLEY BOOKER, MAYOR

ATTEST:

DONALYNN BLAZEK-SCHERLER, CITY CLERK

(Published in *The Lawton Constitution* this _____ day of _____, 2024)