

FAQ's continued

A: At a minimum, the following governmental agencies and utility companies will be notified of your new house location address:

- Allegany County Emergency Management Services (301-876-9155)
- Allegany County Tax & Utilities Office (301-777-5965)
- Columbia Gas of Maryland (301-729-8181)
- FedEx (1-800-463-3339)
- LaVale Sanitary Commission (301-729-1638)
- Maryland Department of Assessments & Taxation Office (301-722-2108)
- Maryland Board of Elections (301-777-5931)
- Maryland Department of Motor Vehicle Administration (1-800-950-1682)
- Potomac Edison (301-722-4501)
- United States Postal Service, Cumberland (301-722-8190)
- UPS (301-777-1313)
- Verizon (1-800-922-0204)

However, it is your responsibility to contact these and any other respective agencies to confirm your house location address and essential information.

Q: What are the unincorporated areas of Allegany County?

A: The unincorporated areas of Allegany County are located outside of the municipal/town limits of Cumberland, Frostburg, Midland, Lonaconing, Barton, Westernport and Luke. The areas within municipal/town limits may have their own criteria for displaying house location addresses. To determine applicable standards, please contact the respective municipality or town. However, if there are no set guidelines, these criteria may be referenced and implemented by all.

**Allegany County
Department of Planning & Zoning
Office of Zoning Administration**

**Allegany County Complex
701 Kelly Road, Suite 109
Cumberland, MD 21502**

**301-777-5951 (phone)
301-777-5950 (fax)**

**Office Hours
Monday-Friday, 8AM-4PM**

Visit the Zoning Administration Office

Online: alleganygov.org/227/Land-Development-Services

**Questions
about Your Address
or Street Signage???**
Call 301-777-5951

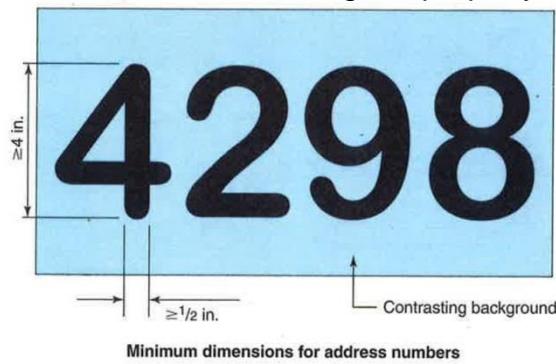


**Criteria for
Displaying Your
House Location
Address in the
Unincorporated
Areas of
Allegany County**

**Department of
Planning & Zoning
Office of Zoning
Administration**

Criteria for Displaying Your House Location Address in the Unincorporated Areas of Allegany County

- Approved address numbers shall consist of Arabic type-setting or plain block font. Script numbers are not recommended.
- Numbers posted on buildings shall be at least 4" high.
- Numbers posted on buildings shall have a minimum stroke width of $\frac{1}{2}$ " or 12.7mm.
- Address numbers shall be installed on a contrasting background and be plainly legible and visible from the street or road fronting the property.



Above: Sample of address display.

The numbers should not be blocked by trees, shrubs and/or vegetation.

- Where access is by means of a

private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure (as referenced in 2009 *International Residential Code*, Section R319.1, 2009; 2012 *International Building Code*, Section 501.1, 2011).

- For receipt of parcel mail delivery, the numeric address must be clearly displayed on the mailbox (recommended on both sides). In the event your mailbox is located on the different street than the structure, the street name must appear on the mailbox as well (USPS.com, *Mailbox Guidelines*, 12/31/2018, available online: <https://www.usps.com/manage/mailboxes.htm>).

FAQ's

Q: When my house permit is issued, how will I know what my assigned address is?

A: Your house location address will be located on the document entitled "Land Use Permit". Refer to the lower right corner where it is labeled "E911 Address".

Q: If my house is going to be located along a newly named or titled road, how do I get an official County or State sign installed for location purposes?

A: Depending upon whether your newly named or titled road accesses a County or State route will determine which agency you will need to contact. The Roads Division of Allegany County can be reached at 301-777-5955, while the State Highway Administration (SHA), District 6, 301-729-8400. There may be a fee assessed for the fabrication and installation of a road sign.

Q: Why do I need to display my house location address?

A: House numbers are not only convenient for locating your residence for deliveries and arrival of guests, but they serve as critical when emergency responders must locate those in need. In an emergency, seconds count, so be sure fire, ambulance and police personnel can easily and quickly pinpoint your address.

Q: What governmental agencies and/or utility companies will be notified of my new house location address?

More FAQ's 