

Ferry County
Road Naming and Addressing Ordinance 2017-01
Amendment to Ordinance No. 95-05

WHEREAS, the Board of Commissioners of Ferry County, Washington, has determined that current road naming and addressing and road re-naming and re-addressing procedures are outdated and impair the health, safety, and welfare of the citizens of Ferry County; and

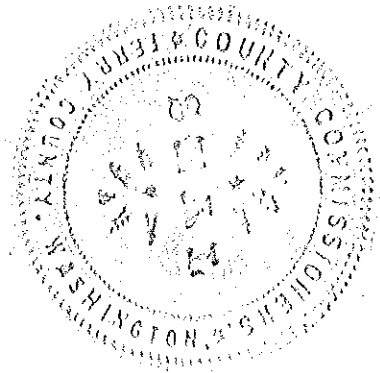
WHEREAS, the state legislature has determined that the citizens of the state increasingly rely on the dependability of a 911 system and that the degree of accuracy of emergency services information is important; and

WHEREAS, a database of road names and addresses is vital to the successful implementation of public safety and government records management; and

WHEREAS, Ferry County is committed to the promotion of the public safety and welfare of the citizens of the county and others while living, visiting or recreating in the county, by facilitating emergency response to requests for assistance;

NOW THEREFORE, it is hereby ordained by the Ferry County Board of Commissioners that the following Road Naming and Addressing Ordinance is adopted:

Adopted this 5 day of June, 2017.



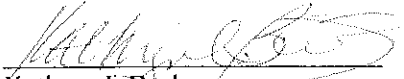
FERRY COUNTY BOARD OF COMMISSIONERS
FERRY COUNTY, WASHINGTON


NATHAN DAVIS, Chairman

absent
MIKE BLANKENSHIP, Member


JOHNNA EXNER, Member

APPROVED AS TO FORM:


Kathryn I. Burke
Prosecutor

ATTEST:


Amanda Rowton
Clerk of the Board

Table of Contents

Section 1 - Terms and Definitions

Section 2 - Road Suffixes

Section 3 - Road Naming

1. General

2. Naming a New Road

3. Changing a Road Name

4. Appeals

Section 4 - Situs Address Numbers

Section 5 - Displaying Addresses

1. Road Name Signs

2. Situs Numbers

Section 6 - Disclaimer

Section 7 - Exhibits

Exhibit A – Private Road Name Change Request Form

Exhibit B – Address/Road Name Appeal Form

Section 1 - Terms and Definitions

Address: A property location identification including the following elements: Address Number, Road Name, Road Name Descriptor, (Directional Descriptor and/or Unit Number if applicable).

Address Number: The numeric designation for an addressable structure.

Addressable Structure: Generally, the habitable or legally occupied structure on a lot, parcel, or tract, but may also include other structures as determined necessary by the Department.

Addressing Authority: Person(s) of the Department which administers the Ferry County Road Naming and Addressing System.

Cardinal Direction: The basic compass directions of North, South, East, and West abbreviated as N, S, E, and W.

Department: The Ferry County Geographic Information System (GIS) Department.

Private Road: Any road, access way or easement that provides the main access to two or more addressable lots, parcels or tracts.

Public Road: Any road included in a public right of way.

Road Approach: The point of access of private property to a public road that has been approved and permitted by the County or State Engineer or the point of access of private property to an easement/private road.

Road Descriptor or Suffix: An abbreviated word used in conjunction with a road name to describe the character of the road.

Road Origin: The most south/west beginning point of the road as accessed from another road.

Section 2 – Road Suffixes

Avenue (AVE): A road or thoroughfare within designated urban areas. (Public Roads only).

Boulevard (BLVD): A broad, landscaped road generally containing a median. (Public Roads only).

Circle (CIR): A generally short road that intersects with itself subsequent to an intersection with another road. (Public or Private Roads).

Court (CT): A very short road, generally less than 750 feet that ends in a cul-de-sac. (Public Roads only).

Drive (DR): A through road that generally is not straight but curvilinear in nature. (Public or Private Roads).

Highway (HWY): A designated state highway. Shall be a type prefix to the state highway number when used.

Lane (LN): A short road that may be through or end in a cul-de-sac or dead end. (Private Roads only).

Landing (LNDG): A road that accesses a river or lake landing (dock). The use may be current or historic. (Public or Private Roads).

Loop (LOOP): A road that begins and ends with the same intersecting road. (Public or Private Roads).

Path (PATH): A named path for non-motorized use. Root name must follow road naming rules. (Public or private paths).

Place (PL): A short road that may be through or end in a cul-de-sac or dead end. (Public Roads only).

Road (RD): A generic road name descriptor that generally describes a rural road and should not be used in designated urban areas. (Public Roads only).

Street (ST): A road or thoroughfare within designated urban areas. (Public Roads only).

United States Highway (US): A designated state highway on the US numbered highway system. Shall be a type prefix to the state highway number when used.

Way (WAY): A road that runs at an angle, or is not parallel to a grid. Also Used as a generic road descriptor in urban areas. (Public or Private Roads).

The Director may accept other descriptors in special cases provided the descriptor is on the US Postal Official Street Suffixes List.

Section 3 – Road Naming

1. General

- a. The Addressing Authority shall determine when private roads must be named which shall be dependent on:
 - i. The number of residents/parcels that the road serves (at least two residents/parcels)
 - ii. The length of the shared access.
- b. Driveways shall not be assigned road names.
- c. Road names shall not duplicate or sound similar or phonetically the same as any other road in the county (EG High Bridge vs High Ridge)
- d. Variations of the same road name shall not be used (EG Curlew Lake, Lake Curlew, West Curlew Lake)
- e. Road names shall be pleasant sounding and appropriate. No racial, derogatory, or obscene terms.
- f. Road names shall use words in common use with common spelling and pronunciation.
- g. Road names shall be easy to read and pronounce.
- h. Road names shall not contain punctuation, accents, symbols or special characters except for those already used in City, County, State or Federal road systems. Only letters of the alphabet and blank spaces may be used in road names.

- i. Road names shall not contain numbers unless used in City, County, State, or Federal road systems.
 - j. Road names will not use proper/surnames unless historically significant
 - k. No proposed road name shall be approved which begins with a word that appears as the first word in five or more current road names.
 - l. Continuous roads must retain same road name despite direction of road (some may change at jurisdictional/ownership boundaries).
 - m. Road names shall not be longer than 15 characters including spaces and road descriptor, except those already in use.
 - n. Road descriptors:
 - i. Cardinal directions shall not be used as the first word in any private road name.
 - ii. Cardinal directions used in public roads shall only bear true direction of the road.
 - iii. All roads shall have a road descriptors in accordance with the USPS official road descriptors (common descriptors are defined in Section 2)
 - iv. Road descriptors do not distinguish between different road names (EG Curlew Drive vs Curlew Road)
 - o. Final decisions on road names shall rest with the Department.
2. Naming a New Road
- a. All newly created roads shall be designated with approved road names prior to approval of any final plats containing said roads and/or issuance of any building permit by Ferry County.
 - b. Private roads will be named by the first residence established on road if not already named within a plat or other recorded surveys or documents.
3. Changing Road Names
- a. Existing roads with confusing or inconsistent road names that may adversely impact the efficient delivery of services by Law Enforcement, Fire, or Emergency Medical Responders, the US Postal Service or other private service providers may be renamed.
 - b. If the road name impedes public safety or does not meet the requirements of a road name, the road name may be subject to change.
 - i. If roads have duplicate names and one road must be changed, the first road shall retain that name. If that cannot be determined, the road with the least amount of residents affected will change. Final decision on road re-naming will rest with the Department.
 - c. Property owners/residents along an existing named private road (a private road that is not an extension of a county road) can petition to change the road name. It shall require 100% of the landowners/residents that said road serves to agree upon the new road name. It shall be the responsibility of the citizen(s) wanting the road name change to contact and collect signatures of the other landowners and provide the Department with completed Private Road Name Change Request Form that can be provided by the Department.
4. Appeals
- a. Appeals of final decisions of the Department may be initiated by filing an appeal with the Department within 90 days following the issuance of the decision. The appellant shall complete an appeal form provided by the Department which states the specific reasons for the appeal, and shall pay all applicable fees as outlined on the current Ferry County Fee Schedule. The appeal shall be heard by the Ferry County Board of Commissioners and limited to the issues raised in the appeal. The decision shall be made in writing and given to the Department.

Section 4 – Situs Address Numbers

1. Address ranges start from beginning of road, or Road Origin.
2. When traveling from the point of Road Origin odd numbers shall be on the left and even on the right.
3. The numbering system is based on 100th of a mile in rural areas and 1000th of a mile in more heavily populated areas. These numbers may be adjusted to include more addresses if necessary. Cities or communities may use the grid addressing systems that increase by 100 per block.
4. Address numbers shall be assigned from the access point of the residence.
5. When the length of the shared access is not long enough to be named as a new road, the residents will be assigned consecutive even/odd ascending numbers from Road Origin with the lowest numbers indicating the first house (EG Three structures on the left side of the road with a short shared access will have consecutive addresses of 13, 15, and 17).
6. Any site, which includes multiple apartments, suites, spaces, or other units, must include the appropriate unit designator and number in the address following the road name. A map or drawing adequately locating each unit may be required prior to issuing physical addresses. Copies of as-built maps or drawings shall be provided to the appropriate emergency response agencies by the landowner and/or contractor.
7. Addresses shall not be given without a county or state approved road approach permit if applicable.
8. It shall be the duty of the property owner to obtain a correct physical address from the Department and to display the assigned number(s) for any building/structure.

Section 5 - Displaying Addresses

1. It shall be the responsibility of the landowner to pay for private road signs and address numbers.
2. House numbers must be a minimum of 4” in height on a contrasting background that can be easily seen both day and night. In instances where the home or building is not visible from the road, house numbers must be posted at the intersection of the road and driveway in a location that is plainly visible from both directions and not obstructed from view by vegetation. This may require posting the numbers on both sides of the sign. The signs should be finished with reflective paint or comparable material that make the numbers easily visible at night.
3. Private road signs on the county road easement shall be installed by County Public Works at the cost of the landowner(s) which is stated by Ferry County Public Works Department in accordance with Ferry County Resolution No. 2010-05 Amending Resolution #97-18.
4. All public and private roads in Ferry County which serve addressable properties or structures will be signed in accordance with the standards in the Manual on Uniform Traffic Control Devices. The signs will be double sided, reflectorized with green or blue background and white (Series C) characters.
 - a. Size of signs: Minimum 6”x18” Maximum 12”x36”
 - b. Size of characters: Minimum 4” Series C Maximum 6” Series C
 - c. Position of signs: Bottom of signs will be 60”-84” above the road surface
 - d. County roads shall have green signs and private roads shall have blue signs
5. The County may remove any road name signs displaying unapproved road names or road name signs that do not comply with these road naming or addressing standards.

Section 6 - Disclaimer

1. Ferry County shall assume no liability if the location of any emergency call cannot be responded to by emergency service personnel due to lack of posting, if address is not visible from the road providing access to the property, or if address is incorrect.

Section 7 – Exhibits
Exhibit A - Private Road Name Change Request Form

We, the undersigned, request the Ferry County GIS Department assign the following private road name _____ to our private road, formerly known as _____

We understand that by signing this petition, we are agreeing to allow the GIS Department to change the situs address.

We agree to pay for the manufacture and installation of a County Approved Road Sign. We agree to maintain and replace this sign as necessary.

NAME	PHONE NUMBER	PARCEL NUMBER	SIGNATURE	DATE

Remember that 100% of the property owners adjacent to, or with legal easement to this road have to agree to the same road name before it will be approved, so therefore you will need to get together with your neighbors before submitting this form.

Please complete and return to:
 Ferry County GIS Department
 350 E Delaware Ave #3
 Republic, WA 99166

Please call the Ferry County GIS Department at (509) 775-5225 x1152 if you have any questions.

Section 7 – Exhibits
Exhibit B – Address/Road Name Appeal Form

No: _____
(Dept. Use Only)

Please complete and return to:
Ferry County Commissioners
290 E Tessie Ave
Republic, WA 99166

Appellant Contact Information:	
Name: _____	
Address: _____	
City, State Zip: _____	
E-mail: _____	
Phone Number: _____	
Address/Road Name of Concern:	
Road Name: _____	
City, State, Zip: _____	
Applicant Parcel Number: _____	
Explanation/Reason for Appeal:	

Appellant Signature: _____	Date: _____
Action Taken:	
<input type="checkbox"/> Accept Appeal	
<input type="checkbox"/> Deny Appeal	
<input type="checkbox"/> Other	
Explanation of Action:	

Chairman Signature: _____ Date: _____