

79  
3-23-93

Ordinance No. 505, 1993.

An ordinance amending the Interim Addressing Ordinance, C.C.C. 19.40.

C.C.C. 19.40.030. Rural Addresses.

(1) Roads

(a) Road Names. All private and County Roads shall be provided with names and identified in the county road index or private road register. A single route will not change names without a good reason. For example, a private road extending from the end of a dead-end County road will retain the same name as the county road, and a single road making a turn that will not later become an intersection will not change names at the turn.

The County shall strive to avoid duplication of road names.

Any road, public or private, serving four or more addresses shall be named and addressed with that road name. Roads serving fewer than four addresses may also be named if a majority of the abutting property owners so choose. Any road, public or private, serving multiple addresses in such a number or such a configuration that all addresses on said road cannot be adequately addressed as a multiple access driveway, as specified in 030(2)(a)(ii)(b), shall be named and addressed with that road name.

Roads or driveways with six or more existing or potential addresses must be named, except as provided for below. Roads or driveways with five existing or potential addresses may be named if a majority of the abutting property owners so choose. Roads or driveways serving fewer than five existing or potential addresses may be named and addressed as private roads if there are unique conditions that prevent the normal method of addressing on a shared driveway from functioning adequately in that situation.

In determining the need for a private road name, undeveloped lots may be excluded from consideration only if those served by the driveway so choose, recognizing that if the number or placement of new addresses changes in a way that cannot meet the above requirement, the driveway must then be named as a private road, and all addresses served by it addressed from that road.

(b) Road Type. Every road name will include the road type designator, such as "Road, Street, Avenue, Lane, Drive, etc. following the road name, except numbered highways, which may include the designator before the highway number.

(c) Road Origin

(i) Each road will have a designated origin. Generally, a road's origin will be the beginning point of the road as accessed from another road, from major to minor roads, and from proximity to US 101, SR 112, and the nearest city or town. These road origins shall be established by the Clallam County Department of Community Development

(ii) An exception to the above may occur adjacent to an urban address grid. If a road crosses the grid boundary, it may be given a false origin, such that address numbers or ranges of numbers are not duplicated anywhere on that road

(iii) The precise point of origin for address measurement along a road will be the centerline of the intersecting road or highway. If the road does not originate at an intersection, a milepost type marker will be installed to precisely identify the origin. If a false origin is used, a milepost type marker will be placed where the road actually begins showing the address distance from the false origin to that point.

(d) ~~Optional Directional Prefix/Suffix~~ Use of Directional Designators. If a road extends in two directions from its origin, ~~the official name of addresses and signs for each portion will include a directional prefix or suffix (N,S,E, or W) before the name, indicating which direction that portion extends from the designated origin. There will be no other use of directional prefixes or suffixes in the rural addressing system except when the road name includes a directional reference to a geographical feature.~~

(2) Site Address. Each site address will consist of an address number followed by a road name. For multi unit buildings or sites, a unit number may also be used.

(a) Address Number. All address numbers will consist of at least two digits.

(i) Distance from road origin. All digits except the final digit indicate the address distance in hundredths of miles from the origin of the address road to the primary access to the site. If road length changes for any reason, the address distance will correspond to the permanent mileposts rather than the actual distance from the road origin. The distance component of addresses on US 101 and SR 112 will correspond to the Washington State Department of Transportation mileposts.

(ii). Final Digit. The final digit will indicate on which side of the address road the site is located, and its relative distance from that road. It may also differentiate sites with driveways closer to each other than 0.01 miles.

a. ~~Side of Road. This digit will be odd if the address is located on the north or east side of the road. It will be even if the address is located on the south or west side of the road. The odd or even side of the road will be determined at the road origin, and will not change with bends in the road.~~

When proceeding in the direction of increasing numbers, the last digit will be odd if the address is located on the left side of the road, it will be even if the address is located on the right side of the road.

b. Relative Distance from Address Road. A final digit of either 0, 1, 2, or 3 will indicate that the site is near the road, with either a short driveway or no driveway, or relatively near the road on a multiple access driveway. A final digit of either 6, 7, 8, or 9 will indicate that the location is accessed by a long driveway. A final digit of 4 or 5 may be used for intermediate locations.

On multiple access driveways, the final digit of any address will not be greater than an address located beyond that address on the same driveway. If the addition or relocation of addresses makes it impossible to meet this condition, the driveway must be named and addressed as a separate road.

c. Adjacent driveways sharing the same address distance. If adjacent driveways are closer than 0.01 mi (52.8 ft) and must share the same distance number, the address(es) on the driveway nearest the origin of the address road will generally have a lower final digit than the address(es) on the far driveway, wherever possible.

(b) Optional Directional Prefix. If a road extends in two directions from its origin, the addresses on each portion will include a directional prefix (N, S, E, or W) before the road name, indicating which direction that portion of the road extends from the designated origin. Addresses on each portion will be based on the distance from that common origin point.

(b)c Road Name. Every address will include the official or registered name of the public or private road that is the address road for that site. The road name will include the road type designator. ~~Where appropriate, the road name will also include a directional prefix or suffix.~~

(c)d Optional Unit Number. Any addressed site which includes multiple apartments, suites, spaces, or other units, may include the appropriate unit number in the address following the road name. The owner of a multi-unit address site will be asked to supply a map or drawing locating each unit adequately for guiding emergency response. Copies of such drawings will be provided to the appropriate emergency response agencies.

C.C.C. 19.40.060.          Signing

(1) Roads. All public and private roads in Clallam County which serve addressable properties or structures will be signed in accordance with the standards of the Department of Public Works. Private road signs will identify the road as private.

(2) Mileposts. Permanent mileposts will be placed on all county roads longer than one mile. These will indicate distance in miles from the designated road origin.

On each road without a readily recognizable origin, a permanent milepost will also be placed near the beginning of the road showing the address distance at that point.

Permanent mileposts will conform to the standards of the Clallam County Department of Public Works.

(3) Addresses. Each addressed site will be provided with a sign showing the address number in white reflectorized numbers on a blue-green reflectorized background. The sign shall be posted in accordance with the standards of the Clallam County Department of Community Development. The addressee may relocate or mount the sign in any way that is consistent with the above standards.

Where necessary, additional address signs may be provided to identify individual sites on a common driveway.

(4) Road Origin Reference Points. In order to facilitate ongoing consistency of measurements, a road origin reference point may be established near the beginning of the road. The reference point will be a fixed object, such as a road or traffic sign. The reference point will be identified in a road index, along with the address distance, in thousandths of a mile, from the road origin. The distance may also be posted on a road or traffic sign post. It will show the address distance, in thousandths of a mile, and must be readable by the driver of a vehicle proceeding onto that road.

Road origin reference points will be established in any case where use of the centerline to initiate measurement presents a significant hazard, including all roads originating from US 101 or SR112. Road origin reference points will be established for any road whose precise point of origin is ambiguous.

C.C.C. 19.40.090. Transition Issues.

(1) Conversion.

- (a) Minimum conversion area. Unless agreed to by both the applicable Fire District and Postmaster, all addresses within a single fire station response area will be converted to the new system at one time.
- (b) Simultaneous Signing and Notification. As much as possible, address sign plates will be installed at the same time as residents and occupants are notified of their new 911 addresses.
- (c) Errors. A reasonable attempt will be made to identify and correct errors as soon as possible after addresses are initially assigned.

Suspected errors should be brought to the attention of the Department of Community Development or its consultant(s).

- (d) Permanence of Address - It is the intent of this ordinance that after the effective date of an address assignment that address will not be changed again as a part of the conversion process.

(2) Road naming during transition. Road names requested or assigned during the transition period will be registered ~~and posted~~ as soon as possible. New road names will become official on the effective date of the address assignments for that road. Road signs for newly named roads will be installed at the time of address assignment on that road.

911 Addressing will not occur on newly named roads until address measurement is accomplished in the course of the overall program. Wherever possible, residents will be encouraged to use their existing addresses until address measurement is completed on the newly named road

Where requested, temporary addresses may be assigned on a newly named road prior to determination of permanent addresses. These addresses will be identified as temporary.

(3) New address requests during transition.

(a) If a new address is requested on a road for which address ~~measurement~~ conversion is not yet complete, a temporary address may be assigned until that ~~measurement~~ conversion is complete.

(b) ~~If a new addresses have not been assigned, a permanent address may be assigned, provided it does not conflict with existing addresses on that road.~~

(c) If a new address is requested on a road for which 911 addresses have been assigned, a permanent address will be provided.

~~(4) Advance conversion requests. If conversion of an existing address to its new 911 address is requested on a road for which address measurement is complete, but new addresses have not been assigned, the new permanent 911 address may be assigned, provided it does not conflict with existing addresses on that road. Such advance re-address conversion requests may be subject to a fee.~~

(4)(5). Appeals for variance from ordinance standards

(a) Any decision by the County or its agents or consultants involving road naming or addressing may be appealed. Appeals may be submitted in writing to the Department of Community Development prior to 20-30 days after the official notice of address change has been sent. Community Development staff will include a statement explaining the consequences of approving the appeal. The appellant will be given an opportunity to respond in writing to any staff statements included with the appeal, before it is sent out to the Review Board. A reasonable attempt will be made to resolve appeals as soon as possible after they are submitted.

~~(b) Appeals will be considered on a regional basis by a review board consisting of at least three and no more than seven members representing the postal service and emergency service providers serving the geographic area involved. Participating emergency service providers may include law enforcement agencies, fire districts, or ambulance services. Appeals will be heard at a public meeting located near the geographic area involved. The Review Board will consist of representatives of all interested emergency service agencies in Clallam County, as well as agencies or organizations with ongoing responsibility to administer the addressing system. The board will have the authority to arbitrate road naming conflicts, and to approve any exceptions to the requirements of this ordinance which, in its determination, do not compromise the intent of this ordinance to facilitate effective emergency response, and to uniquely identify address locations in Clallam County. Copies of the appeal will be sent to each member of the Address Appeals Board for consideration. Written responses will be compiled by the Department of Community Development. The Director of the Department of Community Development will determine whether the appeal can be granted, with or without conditions, while meeting all significant concerns identified by the Review Board. The appellant will be notified in writing of the determination.~~

(c) One or more public meetings of the review board may be held, if necessary to resolve appeals still outstanding after the above written review process. Notice of said public meetings will be published in the official county newspaper and concurrently posted in the affected area at least ten days prior to the meeting. Notice shall include the date, time, place, and purpose of the meeting.

PASSED AND ADOPTED THIS 23 DAY OF March, 1993.

Board of Clallam County Commissioners

Dave Cameron  
Dave Cameron, Chair

Dorothy Duncan  
Dorothy Duncan

Lawrence Gaydeski  
Lawrence Gaydeski

ATTEST:

Karen Flores  
Karen Flores  
Clerk of the Board

cc: Community Development  
Minutes  
File