

FRANKLIN COUNTY

COMMISSIONERS

Courthouse - 1016 North 4th

Pasco, Washington 99301

(509) 545-3535

COPY

ORDINANCE NO. 01-99

THE REESTABLISHMENT OF A UNIFORM ADDRESSING SYSTEM
FOR THE UNINCORPORATED AREAS OF FRANKLIN COUNTY
AND REPEALING ORDINANCE NO. 15-84

WHEREAS, the Franklin County Board of Commissioners are charged with the responsibility of furthering the health, safety, and general welfare of the citizens of Franklin County; and

WHEREAS, the lack of an efficient unified system for locating individuals or structures in the unincorporated areas of Franklin County has hampered the delivery of emergency services; and

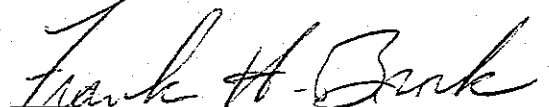
WHEREAS, the reestablishment of a uniform addressing system would provide for the permanent addressing of structures for the United States Postal Service, as well as reestablishing a coordinated system for the determination of road names and points of origin; and

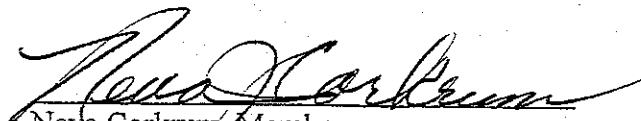
NOW THEREFORE, BE IT ORDAINED, that the attached document entitled "Uniform Addressing System for Unincorporated Franklin County" is hereby adopted (repealing Ordinance No. 15-84), thereby reestablishing procedures for:

- 1.) The determination and display of addresses; and
- 2.) The determination of road origins and road names; and
- 3.) The continued maintenance of the system herein reestablished.

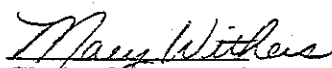
SIGNED, DATED AND ADOPTED THIS 8TH DAY OF FEBRUARY, 1999.

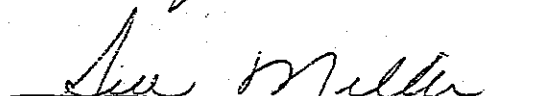
BOARD OF COMMISSIONERS,
FRANKLIN COUNTY, WASHINGTON.


Frank Brock, Chair


Neva Corkrum, Member

ATTEST:


Clerk of the Board


Sue Miller, Member

Uniform Addressing System for Unincorporated Franklin County

SECTION 1 – PURPOSE

The purpose of this document is to establish and maintain a uniform addressing and location system for the assignment of street names and house numbers to properties, residences, buildings, and businesses within the unincorporated areas of Franklin County. Said document is also for the purposes of better serving the citizens of the unincorporated areas of Franklin County with emergency services (Enhanced 911).

SECTION 2 – ADMINISTRATIVE AUTHORITY AND RESPONSIBILITY

- 2.10 FRANKLIN COUNTY BOARD OF COMMISSIONERS: The Board of County Commissioners shall establish rules and procedures for the system's maintenance, and shall have final authority for settling grievances.
- 2.20 FRANKLIN COUNTY ENHANCED 911: The Enhanced 911 Coordinator shall provide overall system coordination, including the maintenance of the official map, master list, and will provide assistance to other agencies involved in the system's development and implementation.
- 2.30 FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT: The Public Works Department shall determine the location of accesses onto public roads, update and maintain public road identification signs and update county road maps. The Public Works Department will also be responsible for the preliminary determination of all addressing outside of the designated grid system (excluding Basin City). Said preliminary determinations shall be made at the time of building and/or approach permit application.
- 2.40 FRANKLIN COUNTY BUILDING DEPARTMENT: The Building Department shall be responsible for the preliminary determination of all addressing inside of the designated grid system (including Basin City). Said preliminary determinations shall be made at the time of building permit application.

SECTION 3 – PROCEDURES FOR FINAL ADDRESS DETERMINATIONS

The procedures for the determination of final addresses shall be as follows:

- 3.10 Upon building and/or approach permit application, the Building Department or Public Works Department (depending on location of application) shall preliminarily determine the most logical address for said application either by grid system or by mile post measurements.
- 3.20 Said preliminary address determinations shall be reviewed by the Franklin County Building Department, Franklin County Public Works Department, and the Franklin County Enhanced 911 Coordinator. Final approval and the release of any

address shall not be permitted until a signed Address Permit (Attachment A) has been issued by the Franklin County Enhanced 911 Coordinator.

SECTION 4 – SCOPE

All structures within the unincorporated areas of Franklin County (excluding the Riverview or West Pasco area) shall be provided with an address identifying the structure for emergency response purposes, as well as for United States Postal Service delivery, where available.

SECTION 5 – SYSTEM FEATURES

- 5.10 **ROAD CLASSIFICATIONS:** Whenever feasible, roads, both public and private, shall be classified as follows:
- 5.11 Road, Drive, Street, Avenue, Boulevard, and Highway: A straight or irregular connecting roadway that does not dead-end or, if dead-ended, is likely to be extended to another named road.
 - 5.12 Court, Place, Way, and Lane: A road that is dead-ended and is not likely to be extended.
 - 5.13 Private Road Notation: Private roads are shown on the official uniform addressing system map, but are not shown on the standard county road maps. Private roads are not for public use, nor are they maintained by the County.
- 5.20 **ROAD ORIGIN:** The origin of any road, or point of beginning (P.O.B.) is that point at which a road is accessed from another road. Road origins will normally be established at the southern-most point of beginning for north/south roads; at the eastern-most point of beginning for east/west roads lying west of Highway 395; and at the western-most point of beginning for east/west roads lying east of Highway 395. However, where the natural flow of the road would dictate otherwise, the “natural flow” will be utilized in determining points of origin.
- 5.30 **ROAD NAMES AND SIGNS:**
- 5.31 All public roads and streets in Franklin County shall be signed and shall display the proper road name.
 - 5.32 No road names, either public or private, shall be duplicated.
- 5.40 **ADDRESS DETERMINATION:**
- 5.41 Individual address numbers shall be determined by their distance as measured to the nearest one-one hundredth (1/100) of a mile from the origin of the road to the structure’s access point onto the roadway.

5.42 A road with two (2) to four (4) structures shall be considered a common driveway for addressing purposes, unless potential new construction would dictate otherwise.

5.43 A driveway with five (5) or more structures shall become a road and shall be named for locational purposes.

5.50 ADDRESS DESIGN:

5.51 The last digit of the address will determine on which side of the road the structure is located. Even numbers indicate the structure is on the right side of the road, odd numbers indicate the left side.

5.52 The addition of a number unit designation to the end of the address indicates a multiple family dwelling or a trailer park, such as #1, Lot 1, Unit 1, or Apartment 1, etc.

5.60 ADDRESS SIGN LOCATION AND DISPLAY:

5.61 All structures shall display their address. The display shall be located where the structure's principle driveway accesses the roadway (rural and non-grid system addresses only) and the display shall also be located where the structure's front door is positioned (grid system addresses only).

5.62 The address sign shall face the roadway and shall be placed far enough off the road so as not to hinder movement of road maintenance vehicles, yet close enough to the road to be readable from the roadway.

5.63 The address number sign shall be mounted on a wood or metal post. In addition to the address number sign, there shall also be address numbers on the house and on the mailbox.

5.64 All address identification signs shall be uniform and shall be provided by the Franklin County Building Department.

SECTION 6 – FEES

6.10 ADDRESS NUMBER PLATES:

6.11 Cost associated with the assigning of new addresses for structures and the issuance of house number plates by the Building Department shall be born by the addressee at a recoverable cost to Franklin County and by no means shall be less than \$7.00. The cost of replacement of original plates (when necessary) shall also be born by the addressee at a recoverable cost to Franklin County and by no means shall be less than \$7.00.

6.20 OFFICIAL ADDRESS MAPS:

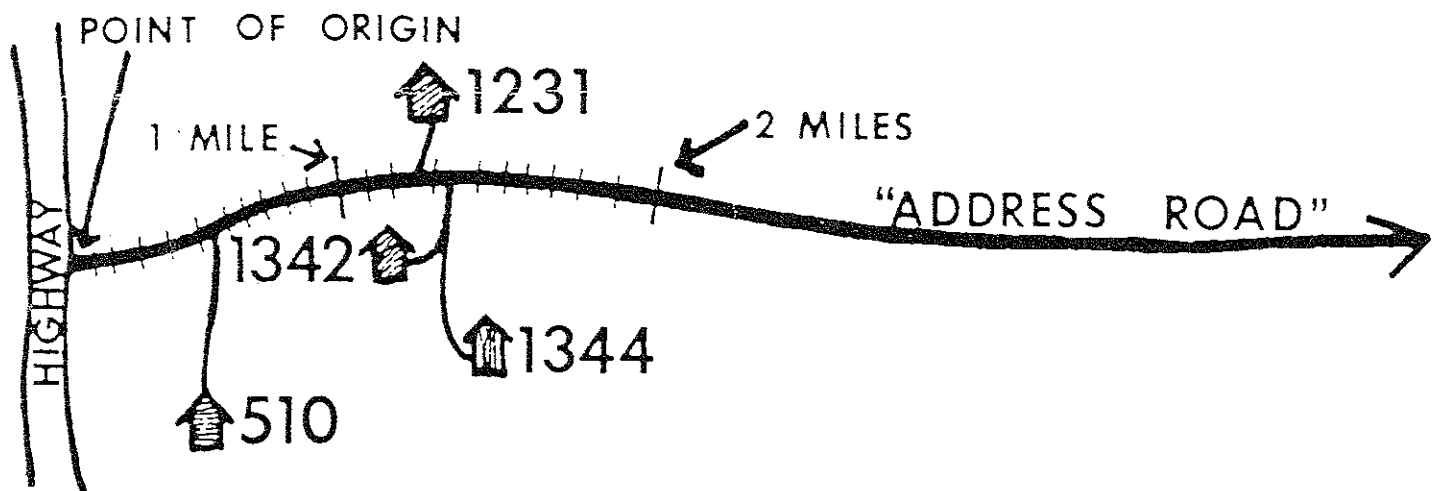
6.21 The official addressing maps for the unincorporated areas of Franklin County can be obtained from the Enhanced 911 Coordinator at a recoverable cost to Franklin County and by no means shall be less than \$10.00.

ADDRESS EXAMPLES;

1231 ADDRESS ROAD - located 1.23 miles from the origin.
As the last "indicator digit" is an odd number, house is on the left side of the road (even numbers are on the right).

1342 and 1344 ADDRESS ROAD - share the same driveway. The shared driveway is 1.34 miles from the origin on the right side of the road.

510 ADDRESS ROAD - located .51 miles from origin.
The last digit indicates that the house is on the right.



"INDICATOR DIGITS" 3-5-7 or 9 are houses sharing a driveway on the left side of the road.

DIGITS 2-4-6 or 8 are houses on a shared driveway on the right side of the road.

If more than 5 houses share a driveway, it becomes a road with a name.

If the last digit is a 0 or 1, it means there is only one house on the driveway.