

ORDINANCE NO. 1066

AN ORDINANCE PROVIDING FOR THE NUMBERING OF HOUSES AND BUILDINGS, AND THE NAMING OF ROADS/STREETS WITHIN THE CITY OF PRINEVILLE, REVOKING ORDINANCE NO. 1011 AND DECLARING AN EMERGENCY.

THE PEOPLE OF THE CITY OF PRINEVILLE ORDAIN AS FOLLOWS:

1. In the interest of public health, safety, and welfare, a permanent city-wide addressing system is hereby established to provide a uniform addressing system. Such system will allow for systematic expansion as the City expands, will provide all emergency vehicles with the necessary information to quickly locate any dwelling by site address, and will further establish permanent mail delivery numbers and generally eliminate the confusion and delay caused by changing route and box system and other number systems.

2. The following definitions apply to this Ordinance:

A. "Access Point" means the primary entrance of the dwelling.

B. "City Building Department" or "Bldg Dept" means whoever is designated by City to issue building permits within the City.

C. "Dwelling" means residence, including house or mobile home, place of business, or other location receiving an address through this Ordinance.

D. "Point of Origin of the Addressing System" means the intersection of 1st Street and Main Street, in the City of Prineville.

E. "X axis" means the North-South line of Main Street of the City of Prineville.

F. "Y axis" means the East-West line of 1st Street of the City of Prineville.

G. "Key to Street Prefix and Suffix":

(1) All East-West streets North of the Y axis and East of the X axis shall be addressed North-East (NE)

(2) All East-West streets South of the Y axis and East of the X axis shall be addressed as South-East (SE).

(3) All East-West streets North of the Y axis and West of the X axis shall be addressed as North-West (NW).

(4) All East-West streets South of the Y axis and West of the X axis shall be addressed as South-West (SW).

(5) All North-South streets North of the Y axis and West of the X axis shall be addressed as North-West (NW).

(6) All North-South streets South of the Y axis and West of the X axis shall be addressed as South-West (SW).

(7) All North-South streets North of the Y axis and East of the X axis shall be addressed as North-East (NE).

(8) All North-South streets South of the Y axis and East of the X axis shall be addressed as South-East (SE).

(7) All streets that begin and end on the same street shall be called "Loops".

(8) Main Street shall be known as N Main St and S Main St.

H. "Private Road" means any road that is not deeded for public use and one in which no rights or interest have accrued to the public, and includes private driveways, and other private access ways, over 150 feet in length, or which serve as access to two or more residences.

I. "Public Road" means a road over which the public has a right of use that is a matter of public record.

J. "Road" means the entire right-of-way of any public or private way that provides ingress and egress from property by means of vehicles or other means, or that provides travel between places by means of vehicle.

3. The City of Prineville shall have the authority to name or rename any road in the following circumstances:

A) When an existing public or private road is named or renamed.

B) When a new public or private road is established.

C) When a Private Road requires a name in order to designate an address for a dwelling.

4. A petition to name or rename a Road shall be submitted to the City Building Department. The petition shall include, at minimum, the following:

A) Signature of more than 50% of the residents along the Road.

B) The name and phone number of the designated contact person.

C) The location of the Road by description or map.

D) The legal status of the Road, if known

E) The existing Road name, if known.

F) The proposed Road name.

G) The reason for request.

A request may also be submitted by any public agency or utility whose function is affected by road names.

5. The City Building Department shall process all applications for road naming and renaming by:

A) Verifying legal status of the road.

B) Checking the proposed road name to avoid duplication or similarity with other existing road names and with those on approved preliminary partitions or subdivisions. No name will be approved that contains a compass direction (North, South, East, or West) except in the prefix.

C) Performing a field check when necessary.

D) Assisting the applicant or other affected person to find alternate names when necessary.

E) Notifying the appropriate departments and agencies.

F) Inquiring of owners of all property abutting the road to determine general consensus concerning the proposed road name.

G) Preparing a recommendation and proposed Ordinance on the proposed road name for the City Council

H) Recommending a name to the City Council when the property owners do not propose a name for an unnamed road, or cannot agree on a name or in any other circumstances where the Building Department believes it is warranted.

6. The names of roads in a proposed subdivision partitioning or planned unit development shall be proposed by the developer for review and approval by the Building Department and submission to the City Council.

7. Addresses and new road/street names will be assigned by the City Building Department and will be coordinated with the Manager of the E9-1-1 Dispatch Center.

8. A. Within ninety (90) days after the effective date of this Ordinance or within thirty (30) days

after issuance of a new number, each dwelling within the City of Prineville shall display its address number prominently to the standard provided below so long as not in conflict with the then current Uniform Fire Code. In case of conflict, the Uniform Fire Code prevails.

A) Dwellings in the City of Prineville shall be physically addressed with 4-inch high "HOUSE" numbers, which are of contrasting color to the background. These numbers shall be placed on the side of residence containing the Access Point, in a location, which is visible from the road abutting the Access Point and shall be legible.

B) "Curb Address Marking" OR "Rural Address signs" shall also be installed.

1) When there is a curb at the Road adjacent to the Access Point of the Dwelling, the "Curb Address Markings" shall consist of curb markings placed at the center of the property (if not available, to the Right of the driveway, 2 feet) on the vertical portion of the curb. The sign background color shall be of Forest Green (road sign green) and shall extend no less than 2 1/2 inches beyond the numbering. The numbers shall be of bright white and shall be 3 inches in height and a brush stroke of 3/4 inch in width, or

2) When there is no curb and the Dwelling is more than 100 feet from the Road, a "Rural Address sign" shall be placed at the end and to the right of the driveway. In the event that the driveway serves more than one residence or commercial building, more than one sign shall be required to properly identify the correct access to a given property. The "Rural Address signs" are a green reflective sign with white reflective lettering and a metal post.

C) Commercial and Industrial Property Addressing

a) Locations for property identification of commercial or industrial use shall consist of "Rural Address" signs when deemed necessary by the Fire Chief, to properly identify access to the property. Specific address numbers meeting the prescribed specifications shall be placed on the front entrance door or on the front of the structure at an approved location as approved by the Fire Chief.

b) Complexes with four or more occupancies shall be required to place a COMPLEX ADDRESS IDENTIFICATION LOCATOR MAP, placed at the right side of the main entrance as approved by the Fire Chief.

B. At final inspection of new construction located in Crook County or the City of Prineville addressing area, the building official or his designee shall inspect the dwelling to ascertain whether numbers are displayed as required above, and shall not sign off on final inspection until the above conditions are satisfied.

C. The City/County Building Department will be allowed to establish reasonable fees to offset the cost of assigning an address to a previously unaddressed location. The fee shall include one sign and installation thereof and shall not exceed the actual cost of sign and installation.

D. Upon approval of any subdivision within the City of Prineville wherein any street is dedicated to the Public, copies of such subdivision map with addresses of the lots shown thereon shall be provided by the City of Prineville Planning Department to the Prineville Police Department Communications Division.

9. All Dwellings within the City of Prineville shall be uniformly addressed from the point of origin using the standard of sixteen (16) blocks per mile or 330 feet per block, and by the following methods:

A. A dwelling with an access point on a primarily North-South street shall be addressed based on the distance from the Y axis to the access point as measured in a Northerly or Southerly direction. In the case of a switchback or portion of the street that is generally parallel to the Y axis, a proportioning adjustment will be made in accordance with an established procedure to assure sequential numbers

B. A dwelling with an access point on a primarily East-West street shall be addressed based on the distance from the Y axis to the access point as measured in a Easterly or Westerly direction. In the case of a switchback or portion of the street that is generally parallel to the Y axis, a proportioning adjustment will be made in accordance with an established procedure to assure sequential numbers.

C. A basically North-South street will have odd numbers on the West side of the street, and even numbers on the East side of the street.

D. A basically East-West street will have odd numbers on the North side of the street, and even numbers on the South side of the street.

E. The numbers will increase while going North from the Y axis on a basically North-South street.

F. The numbers will increase while going South from the Y axis on a basically North-South street.

G. The numbers will increase while going East from the Y axis on a basically East-West street.

H. The numbers will increase while going West from the Y axis on a basically East-West street.

I. Apartment houses, mobile home parks, and other multi-unit complexes shall be addressed as one dwelling. The management of such establishment shall assign unit addressed in a manner acceptable to the City of Prineville Planning Department which shall coordinate said addressing with the Crook County Planning Department.

J. All Loops shall be numbered counter clockwise with even numbers on the outside of

the loop and odd numbers on the inside of the loop. Numbering shall begin with the entrance to the loop closet to the crossing point of the "X"/"Y" axis.

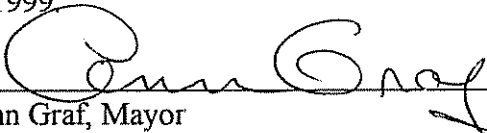
10. All addresses and street names shall conform to the standards established by United States Postal Service (USPS) and the National Emergency Number Association. (NENA).

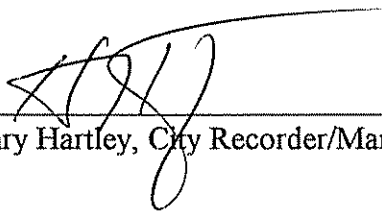
11. Ordinance No. 1011 is hereby revoked.

12. If any clause, sentence, paragraph, section, or portion of this Ordinance, for any reason, shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remainder of the Ordinance, but shall be confined in operation to only that part of the Ordinance declared invalid.

13. Inasmuch as it is necessary for the health, safety, and welfare of the City of Prineville that this Ordinance go into effect immediately after its passage, an emergency is hereby declared to exist and the Ordinance shall be in full force and effect from and after its passage by the City Council.

Passed by the Council this 23<sup>rd</sup> day of March, 1999

  
Ann Graf, Mayor

  
Henry Hartley, City Recorder/Manager