

Introduced by:	Mayor
Date:	02/18/92
Hearing:	03/17/92
Amended:	03/17/92
Action:	Enacted
Vote:	14 yes, 1 no

**KENAI PENINSULA BOROUGH
ORDINANCE 92-09**

**AN ORDINANCE REPEALING CHAPTER 20.32 OF THE BOROUGH CODE OF
ORDINANCES AND ENACTING A NEW CHAPTER 14.10 TO GOVERN
NAMING OF STREETS AND ALSO ENACTING A NEW CHAPTER 14.20
ESTABLISHING A UNIFORM SYSTEM OF STREET ADDRESSES**

WHEREAS, the borough is preparing to enhance its existing 911 emergency communication system, hereafter referred to as E911; and

WHEREAS, the purpose of the E911 system is to provide more effective emergency communications with speed and accuracy for as many residents of the borough as possible; and

WHEREAS, it is essential for emergency dispatch and response personnel to know with certainty the location of the emergency; and

WHEREAS, a logical solution of numbering street addresses and clearly defined street names, each clearly posted, is critical for locating the emergency situation; and

WHEREAS, such a logical system will aid in the delivery of mail, locating utility services, verifying voting precinct boundaries and other useful purposes; and

WHEREAS, a committee formed under the direction of the E911 board has examined various options for a uniform system of street addressing; and

WHEREAS, the E911 board has accepted the recommendation of the committee to adopt the existing system, with modification where necessary, which was originally established by the Glacier State Telephone Co. and further maintained by its successor P.T.I. Communications; and

WHEREAS, it is necessary to clarify existing Chapter 20.32;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. That the Kenai Peninsula Borough Code of Ordinances is hereby amended by repealing Chapter 20.32 and adding a new chapter entitled "Street Naming Methods" to be numbered KPB 14.10 which shall read as follows:

STREET NAMING METHODS

Sections:

- 14.10.010 Purpose and Authority.
- 14.10.020 Street defined.
- 14.10.030 Street name map.
- 14.10.040 Street names.
- 14.10.050 Renaming streets.
- 14.10.060 Unnamed streets.
- 14.10.070 Street name suffixes.

14.10.010 Purpose and Authority. A. The purpose of this chapter is to establish an official method of naming streets within the rural district of the borough and to establish an official map showing all official street names.

B. The planning commission, acting upon recommendations from the administration and after hearing public testimony, when applicable, shall establish the official name of a street within the rural district of the borough.

14.10.020 Street defined. The term street(s) as used in this chapter, except as defined under section 14.10.060(B) and used in section 14.10.070(B), is construed as a general term to describe a right-of-way dedicated to public use for access purposes.

14.10.030 Street name map. The existing series of borough base maps, scale 1" = 500', prepared and maintained in the Resource Planning Department are adopted as the official street name maps of the borough.

A. The official street name maps shall supersede, where applicable, street names shown on subdivision plats or other recorded documents.

B. Future revisions and updates of the existing base map series may be accomplished by utilizing the computerized Geographic Information System which may produce official street name maps at other appropriate scales.

C. Copies of the official street name maps shall be made available upon request to any agency and the public upon receipt of payment for reproduction costs, when applicable.

D. Street names adopted by action of an incorporated city within the borough shall be recognized on the official street name map.

14.10.040 Street names. A. Official street names shall be established in accordance with the following:

1. A new or changed street name shall not be a duplicate of any existing name. A different suffix (street, avenue, etc.) does not constitute a different name.
2. A new right-of-way created by the subdivision process which is a direct

extension or has the same alignment as an existing named right-of-way shall bear the existing name.

3. No street shall be designated by a letter or number unless such designation is part of a localized development plan.

4. No street shall have a name sounding similar to or identical with any other named street.

5. Street names containing a directional connotation such as Northwoods Avenue or Eastwind Street are to be avoided.

6. A directional prefix, i.e. East Fox Avenue, West Fox Avenue, shall only be used as necessary or caused by the grid addressing system contained in Chapter 14.20.

B. The planning commission, after consideration of all factors and public testimony, may allow exceptions to the foregoing upon a finding that the public interest is not harmed.

14.10.050 Renaming streets. A. The planning commission, upon a finding that an existing street name conflicts with or duplicates another existing street name thereby causing confusion as to the exact location of either street, shall officially rename the street(s) in accordance with section 14.10.040.

1. The planning commission shall conduct a public hearing under the provisions of KPB 21.11 prior to taking official actions on any street name change.

2. Due deference will be given to local or historic acceptance of existing street names to the extent possible.

3. Street(s) renamed shall become official upon recording a planning commission resolution with the appropriate district recording office and noting such change on the street name map.

4. Upon recording a street name change the Resource Planning Department shall notify by certified mail all affected property owners, all affected public agencies and utility companies.

B. Any person or agency may also propose a street name change by submittal of a petition to the planning commission. The petition shall contain:

1. The existing street name;

2. The proposed street name;

3. Justification for changing the street name;

4. The signatures of seventy-five percent (75%) of the owners fronting the street together with the related legal description of their property;

5. A map showing the location of the street;

6. A fee in the amount determined by resolution of the planning commission.

a. Street names changed by petition shall be in accordance with section 14.10.040.

b. The procedures for renaming a street by petition shall be in accordance with section 14.10.050(A).

14.10.060 Unnamed streets. A. All unnamed streets that have been recognized as public rights-of-way by reason of a previously filed subdivision plat or other recorded document shall be officially named by the planning commission in accordance with section 14.10.040 and under the procedures of section 14.10.050(A).

B. Private street names may be officially named by the planning commission upon a finding that special circumstances merit a name assignment and that the public interest is not harmed.

1. Naming a private road does not constitute a legal dedication of the street for public right-of-way or maintenance purposes.

2. Naming of private streets shall be in accordance with section 14.10.040 and follow procedures of section 14.10.050(A).

14.10.070 Street name suffixes. A suffix designation shall be added to all new, renamed, or unnamed streets and shall be indicative of its alignment according to the diagram on the attached Appendix A and described as follows:

A. "Avenue" means any right-of-way lying in an east-west direction, not ending in a cul-de-sac, and the future extension in either direction is possible.

B. "Circle" means any right-of-way lying in a north-south direction and ending in a cul-de-sac.

C. "Court" means any right-of-way lying in an east-west direction and ending in a cul-de-sac.

D. "Drive" means any right-of-way lying in a northeast-southwest direction, not ending in a cul-de-sac, and the future extension in either direction is possible.

E. "Lane" means any right-of-way lying in a northwest-southeast direction, not ending in a cul-de-sac, and the future extension in either direction is possible.

F. "Loop" mean any right-of-way beginning at a point on a thoroughfare and returning to another point on that same thoroughfare.

G. "Road" means any right-of-way making multiple directional changes which make other designations inappropriate.

H. "Street" means any right-of-way lying in a north-south direction, not ending in a cul-de-sac, and the future extension in either direction is possible.

Section 2. That the Kenai Peninsula Borough Code of Ordinances is hereby amended by adding a new chapter entitled "Uniform Street Addressing System" to be numbered KPB 14.20 which shall read as follows:

UNIFORM STREET ADDRESSING SYSTEM

Sections:

- 14.20.010 Purpose.
- 14.20.020 Addressing authority.
- 14.20.030 Address defined.
- 14.20.040 Addressing system.
- 14.20.050 Pre-existing addresses.
- 14.20.060 Remote communities — villages.
- 14.20.070 Notification of address.
- 14.20.080 Address posting.

14.20.010 Purpose. The purpose of this chapter is to establish an official and uniform system

of assigning a numerical address to all houses and buildings, existing and future, facing and gaining access from public streets as defined in Chapter 14.10. This chapter only applies to the rural district on the borough. Addressing systems adopted by the incorporated cities within the borough are recognized and are not altered by this chapter.

14.20.020 Addressing authority. The mayor, or designee, shall cause the initial assignment of addresses. The mayor shall appoint an Addressing Committee, the members of which shall meet and decide on all matters of assigning addresses which are not identified in this chapter.

A. The committee shall consist of at least five (5) persons selected from among the following concerned agencies:

1. Telephone company(s)
2. Other public utility companies
3. Fire and emergency medical service areas
4. Alaska State Troopers
5. Office of Emergency Management
6. Borough administration
7. member of the general public

B. The committee shall meet from time to time as needed and at the call of the planning director.

C. The committee may consider public testimony on particular addressing issues.

14.20.030 Address defined. The term address as used in this chapter means a logical number assigned to houses and buildings in sequential order along streets, as defined in Chapter 14.10, and serving as a distinct physical location for responding to an emergency and delivery of other public and private services.

14.20.040 Addressing system. A. Numbering of addresses shall be based on a uniformly numbered grid system emanating in four quadrants from the primary north-south and east-west base lines described as follows:

1. The north-south base line is the line common to Ranges 4 and 5 West of the Seward Principal Meridian, Alaska.

2. The east-west base line is the line common to Townships 1 North and 1 South, being the Seward Base Line, Alaska.

3. The Seward Principal Meridian and the Seward Base Line are defined by the United States Rectangular Survey System.

B. The numerical values of the grid system shall be ordered as follows:

1. The primary base lines are assigned the value of 10000.

2. At each mile distant in cardinal directions from the base lines the grid is incremented by the value of 1,000, i.e. a location that is 5 miles north of the east-west base line bears the grid address of north 15,000 and a location that is 20 miles east of the north-south base line bears the grid address of east 20000.

3. There being 1,000 numbers to each mile provides the means to accurately establish an individual address for houses and buildings within a tolerance of 5.28 feet. For example, a house that is located on an east-west street 2,350 feet westerly of grid mile west 33,000 would be correctly addressed by the formula:

$2,350 \div (5280 \div 1000) = 445 + 33000 = 33445$. Thus 33445 is the correct address for that location on any east-west street west of the primary north-south base line.

C. Individual addresses shall be assigned using the following conventions:

1. Houses and buildings on the northerly and easterly sides of streets shall have even numbers.
2. Houses and buildings on the southerly and westerly sides of streets shall have odd numbers.
3. Houses and buildings on corner lots shall have an address determined by the location of the main entrance facing a street.
4. Apartment houses with a common entrance shall have one address.
5. Buildings with multiple entrances shall have an individual address for each individual primary entrance facing a street.

D. Curvilinear or winding streets and loop streets, not conforming to the cardinal grid shall be addressed according to the following:

1. The initial and thereafter the dominant direction of the street shall control which axis of the grid will be used to calculate the beginning number.
2. The addresses shall be numbered sequentially along the street, based on the distance from the initial address, regardless of change in direction.
3. Individual addresses shall be assigned according to the convention under 14.20.040(C).

14.20.050 Pre-existing addresses. Notwithstanding the provisions of section 14.20.040, those addresses which have been previously established by a non-official agency and which have been posted, recognized and serve as adequate locational numbers shall be officially adopted to the extent possible.

14.020.060 Remote communities — villages. A. There are unincorporated communities and villages within the borough that are separated from the major populated area by a major topographic feature or distance. It is recognized that the grid system defined under 14.20.20 may not be practicable or necessary for those remote locations.

B. Upon consideration of local concerns, future expansion, public safety and delivery of services, the Addressing Committee may establish a local system more suitable for the area using the following general guidelines:

1. If the layout of existing streets and topography is such that a local grid system is practicable the axis of the grid should be established at a location which allows all addresses to lie in one quadrant of the grid.
2. In the absence of an acceptable grid system an incremental numbering system may be employed for each individual street with the addresses emanating from an appropriate major thoroughfare.
3. There should be 1,000 numbers per mile, similar to 14.20.040(B)(3).

C. All other provisions of this chapter shall apply regardless of what address system is adopted.

14.20.070 Notification of address. Upon completion of the initial assignment of addresses, and

thereafter upon assignment of a new address, the mayor, or designee, shall provide notification of the assigned address to the owner or occupant in a timely and appropriate manner.

14.20.080 Address posting. The owners, occupants or other persons having responsibility for the houses and buildings to be addressed are encouraged to obtain and display in a prominent manner the correct numbers corresponding to the assigned address in accordance with the following:

A. The numbers should be a minimum of three inches in height and should be made of a durable and clearly visible material which will provide a distinct contrast to the background on which the numbers are posted.

B. The numbers should be posted as near the entrance to the house or building as possible and affixed in a legible manner which is visible from the street.

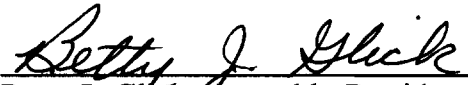
C. In the case of long driveways and/or the presence of vegetation or other sight barriers which block the view of the structure from the street, the numbers should be placed on durable fixtures such as gates or fence posts at or near the driveway entrance. A tree may also serve this purpose.

Section 3. That the initial assignment of addresses shall be accomplished by a contractor having special skills in this field.

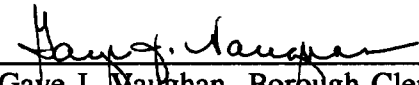
Section 4. That upon enactment of this ordinance and a following appropriations ordinance, the mayor is authorized to prepare a Request for Proposals for the initial assignment of addresses.

Section 5. That this ordinance becomes effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17th DAY OF MARCH, 1992.


Betty J. Glick, Assembly President

ATTEST:


Gaye J. Vaughan, Borough Clerk