

Lincoln County, Washington

# Statement of Policy

## Regarding: Road Names and Changes

Proposed: August, 1996

Adopted: April 1, 1997

Revised June 6, 2005

Road names and changes shall be in accordance with the stipulations and specifications identified in the Addressing Ordinance adopted by the Board of County Commissioners. Excerpts from that ordinance will be presented in this policy statement for clarity and shall not lessen the applicability of the sections of that ordinance not specifically set forth or referenced.

### **Review and Approval of Proposed Road Names**

1. Prior to submission to the Board of County Commissioners, all proposed names, public and private, shall be reviewed by the Public Works Director or his designee. Names for new public roads and renaming of existing public roads will require final approval by the Lincoln County Board of County Commissioners.
2. Proposed Road Names shall meet all applicable requirements of Section 8.40.020 Road Naming Policy of the current Addressing Ordinance.
3. Proposed Road Names shall include the recognized Road Type Designator as detailed in the Addressing Ordinance Section 8.40.120 Road Type Designators.
4. Definition: "Served by a road" shall be accepted to include right of use, whether or not a property actually uses such road.
5. Where duplicate names exist, the road serving the largest number of improved properties shall retain its name. The other road(s) shall be renamed. The Public Works Director or his designee shall suggest new names to the affected property owners if the property owners do not have alternate names they wish to have considered.
6. The Board of County Commissioners will give due consideration to any and all such requests, but only after review and recommendation of the request by the Public Works Director or his designee.
7. Landowners proposing to rename their road shall commit themselves to reimbursing the County Department of Public Works for the cost of new signs and installation.

### **Road Naming Process and Procedure**

1. In the case of plats, proposed names shall be specified on the final plat map. The final plat must be reviewed by the Public Works Director or his designee for meeting road name

specifications. A developer may contact the Public Works Director or his designee prior to submission to determine the viability of proposed names. Road names may be reserved during the preliminary plan or plat review process by a written request to the Public Works Director or his designee. Names shall be reserved unless the project is disapproved, abandoned or otherwise voided. No final site development plan or final subdivision plat shall be approved by the Planning Division until all road names have been reviewed by the Public Works Director or his designee.

2. In the case of new roads or unnamed roads, participation in road naming shall be limited to those who own property served by the road in question. Where the road serves several properties, all landowners shall be given the opportunity to propose the name. In the event that there is no participation from the landowners, the Public Works Director or his designee shall name the road in accordance with county procedures. A request to officially name a road must be submitted, in writing, to the Board of County Commissioners. The request shall include the following information:
  - A. A description of the road's location, giving the direction and exact distance from the nearest intersection of two public roads.
  2. A list of all landowners having property served by the road in question, together with certification that all such landowners have been notified of the proposed name.
  - C. Signatures of landowners representing a majority (greater than 50 percent) of parcels served by the road in agreement on a common road name.

The petition must be reviewed by and recommended by the Public Works Director or his designee prior to approval by the Board of County Commissioners.

### **Road Renaming Process and Procedure**

1. In cases of requests to rename existing named roads, participation in road naming shall be limited to those who own property served by the road in question. Where the road serves several properties, the landowners shall be given the opportunity to propose the name. A request to officially rename an existing named road must be submitted, in writing, to the Board of County Commissioners. The request shall include the following information:
  - A. A description of the road's location, giving the direction and exact distance from the nearest intersection of two public roads.
  2. The roads current name and brief description of why the road name needs to be changed.
  - C. A list of all landowners having property served by the road in question, together with certification that all such landowners have been notified of the proposed name.
  4. Signatures of landowners representing a majority (greater than 50 percent) of parcels served by the road in agreement with the name change.

The petition must be reviewed by and recommended by the Public Works Director or his designee prior to approval by the Board of County Commissioners.



