

NEZ PERCE COUNTY ORDINANCE NO. 79a

AN ORDINANCE OF THE COUNTY OF NEZ PERCE, STATE OF IDAHO,  
ESTABLISHING ROAD NAMING AND ADDRESSING PROCEDURE.

NOW, THEREFORE, be it and it is hereby ordained by the Board of Commissioners of Nez Perce County, State of Idaho, as follows:

**Section 1. Purpose** The purpose of this ordinance is to establish a standardized procedure for road naming and numbering throughout the County. To accomplish this goal this ordinance sets forth a procedure to govern the selection of road names and the assignment of address numbers throughout the County's unincorporated areas.

**Section 2. Road Naming**

(a) County maintained roads will be named using postal guidelines and abbreviations. Public roads that the County maintains will be named with the "Road" (RD) suffix. Public roads will be distinguished with a green street sign. Private roads or access roads will be named with the "Lane" (LN) suffix. A blue street sign will distinguish private roads. All other road suffixes (Avenue, Boulevard, Drive, Street and any others) will be used at the discretion of the Planning and Building Services Department. Road names for the entire County shall be unique throughout the County and not conflict with other road names in or out of incorporated areas. An owner(s) of a private road shall submit a list of names to the County to assign to their private road provided however the final choice of names shall be at the sole discretion of the County and conform to the procedure set forth in this ordinance.

b) An existing road name may be changed by resolution of the Board of County Commissioners upon application by any interested party.

1) The application(s) shall be made on the forms approved by the Department of Planning and Building Services of the County.

2) The Department of Planning and Building Services shall review any application to change a road name and submit a report to the Nez Perce County Planning and Zoning Commission. A public hearing shall be scheduled and noticed by the Commission to consider the application. The Commission shall report its findings and recommendations to the Board of County Commissioners. The report shall include but not be limited to the purpose of the request to change the name; the wishes of the residents who live or own property adjacent to the road; and the possibility of confusion or conflict with other road names in the County.

3) Upon receipt of the recommendations and findings of the Commission, the County Board of Commissioners shall notice a public hearing on the application. A resolution to change a name shall be considered by the County Board of Commissioners upon notice and hearing as provided by Idaho Code § 67-6509.

**Section 3. Road Addressing** Countywide road addressing shall be based on grid and distance. The grid shall be based on the public land survey system using section and township lines. The Baseline Grid is on an X-axis being the fourth section line north of

the Township 38 North and Township 37 North boundary line. The Y-axis is the second section line west of the Range 5 West and Range 6 West boundary line. Each Baseline starts the addressing grid at 10,000, east from the Y-axis or south from the X-axis the one-mile section lines increase the addressing grid by 1,000. Roads will be issued an initial address based on the roads starting location in the grid. East/West roads will be addressed going easterly with numbers increasing 1 every 5.28 feet. North/South roads will be addressed going southerly with numbers increasing 1 every 5.28 feet. Addresses for structures will be based on their G.P.S. position on the Road. Nez Perce County Planning and Building Services will G.P.S. the access point or driveway location of the structure. On East/West running roads, the north side of the road will have odd numbered numerical addresses. The south side of the road will have even numbered numerical addresses. On North/South running roads, the east side of the road will have odd numbered numerical addresses. The west side of the road will have even numbered numerical addresses.

**Section 4. Road Addressing in the Lewiston Address Protection Area** The following procedure will apply for street addressing for those roads in the Address Protection Area. Street addressing procedure for the Address Protection Area will be the same as provided for in Section 3 except as otherwise set forth below. When requested by the City of Lewiston and agreed to by the County, those roads which lie within the protection area of the City of Lewiston and within the downtown addressing grid shall have their addresses determined based on the addressing procedure provided for in Section 31-85 of the city code of the City of Lewiston, Article IV Streets, Houses and House Numbering. When requested by the City of Lewiston and agreed to by the County those roads which lie within the protected area of the City of Lewiston and within the orchards addressing grid, which encompasses the protected area west of "The Orchards" and south along Tammany Creek road, shall have their addresses determined based on the addressing procedure provided for in Section 31-85 of the city code of the City of Lewiston Article IV Street's Houses and House Numbering; provided however structures that use Tammany Creek Road for access or that are on roads north of Tammany Creek road will also be addressed with the Orchards addressing grid. Structures on roads south of Tammany Creek road will be addressed based on the countywide addressing scheme. In the event no Area of City Impact has been agreed on by the County and City for the cities of Culdesac, Lapwai, and Peck, street addressing procedures for the Area of City Impact will be the same as provided for in Section 3; provided however that in the sole discretion of the County Planning and Building Services, addressing may be based on the addressing procedures used by such City in those areas of immediate proximity to or adjacent to the City boundary line.

**Section 5. Posting of the Designated Street Address.**

(a) The owner or occupant or person in charge of any house or building to which a number has been assigned will be notified in writing by the County Planning and Building Services of the number assigned to the same at any time after the adoption of this ordinance.

(b) Within sixty (60) days after the receipt of such written notification from the start to County Planning and Building Services, the owner or occupant or person in

charge of a house or building to which a number has been assigned shall affix the number in a conspicuous manner in a conspicuous place.

(c) It shall be the duty of such owner or occupant or person in charge thereof upon affixing the new number to remove any different number which might be mistaken for, or confused with, the number assigned to said structure by the County Planning and Building Services.

(d) Each principal building shall display the number assigned to the frontage on which the front entrance is located. In case a principal building is occupied by more than one business or family dwelling unit, each separate front entrance may display a separate number.

(e) Numbers indicating the official numbers for each principal building or each front entrance to such building shall be posted in a manner as to be legible and distinguishable from the street on which the property is located. All such numbers shall be four inches tall and made of, or coated with, a reflective material.

(f) Postal standards for mail boxes

From the Postal Addressing Standards  
D041.2.3

Address Identification: Every curbside mailbox must bear the following address information:

a. A box number, if used, inscribed in contrasting color in neat letters and numerals at least 1 inch high on the side of the box visible to the carrier's regular approach, or on the door if boxes are grouped.

b. A house number if street names and house numbers have been assigned by local authorities, and the postmaster authorizes their use as a postal address. If the box is on a different street from the customer's residence, the street name and house number must be inscribed on the box.

(g) If the house is further than 75' from the road, the access point or driveway will need to be marked with the address. In the event the mailbox is not located at the access point or driveway they should be marked by a carsonite post with numbering on both sides, or be marked by some other appropriate method for emergency vehicles to locate their access point. Mailboxes can be used to mark the driveway if they are on the same side of the road as the addressed building, located at the access point, and are labeled on both sides with the address. The County will install a carsonite post initially for structures further than 75' from the road and may make posts available at cost to any property owner or resident to replace missing or damaged posts.

**Section 6. Substantial Conformity.** Notwithstanding anything herein contained, in the event that an existing house or building to which a number has been assigned, has an existing number that is in substantial conformity with the numbering system provided for in this ordinance, then in such event the County Planning and Building Services may

assign such existing number to said building or house. Substantial conformity as used herein shall be deemed to mean a number that does not change or affect the sequence of the numbers or create substantial gaps in the numerical sequence.

**Section 7. Fee** The Department of Planning and Building Services for the County may waive all fees or assess a reasonable fee for requests for road name changes and addressing matters for materials, supplies, labor, and installation.

**Section 8. Penalties.** In the event that the owner or occupant or person in charge of the house or building refuses to comply with the terms of this ordinance by failing to affix the number assigned within sixty (60) days after notification, or by failing within said period of sixty (60) days to remove any old numbers affixed to such house, or house entrance, door elsewhere, which may be confused with the number assigned thereto, he shall be punished as provided for in Title 1, Chapter 1.08 of the Nez Perce County Code.

**Section 9. Effective Date.** This ordinance shall be in full force and effect from after its passage and publication is required by law, and is ordained.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2002.

BY: BOARD OF COUNTY COMMISSIONERS  
Nez Perce County, Idaho

\_\_\_\_\_  
J. R. VAN TASSEL, Chairman

\_\_\_\_\_  
IRWIN H. CAUFIELD, Commissioner

\_\_\_\_\_  
LARRY VINCENT, Commissioner

ATTEST:

\_\_\_\_\_  
PATTY O. WEEKS, Clerk  
Nez Perce County, Idaho