

FERRY COUNTY ORDINANCE NO. 95-05

E-911 COUNTY-WIDE
RURAL ADDRESSING SYSTEM

WHEREAS, Ferry County has certain police powers under the Washington State Constitution Art. 11, Sect. 11; and statutory authority under RCW 36.32.120, RCW 36.75.040 and RCW 36.80.030, authorizing the establishment and operation of a rural address system; and

WHEREAS, the delivery of Police, Fire, Ambulance, and other Emergency Services will be enhanced by the establishment of the E-911 System; and

WHEREAS, the establishment of such an E-911 System requires as an essential element, the implementation of a County-wide Rural Addressing System in unincorporated Ferry County; and

WHEREAS, the Public Health, Safety, Welfare, and Convenience will be enhanced by the establishment of a Rural Addressing System within the unincorporated Ferry County; and

WHEREAS, such an Rural Addressing System will provide uniformity in the designation of ways-of-travel and in the designation of building and property; and

WHEREAS, it is necessary to invest the Officials responsible for the creation, implementation, maintenance, and enforcement of the Rural Addressing System for unincorporated Ferry County, and grant those Officials the authority to deviate from strict compliance with this ordinance in those situations where physical, geographic, demographic, or social conditions make deviation necessary to the success, integrity, and spirit of the system.

NOW THEREFORE, it is hereby ordained by the Ferry County Board of Commissioners that the following Rural Addressing System and regulations are hereby adopted.

ADOPTED this 7th day of August, 1995.



FERRY COUNTY BOARD OF COMMISSIONERS
FERRY COUNTY, WASHINGTON

Ed Windsor
ED F. WINDSOR, Chairman

James M. Hall
JAMES M. HALL, Member

Gary W. Kohler
GARY W. KOHLER, Member

APPROVED AS TO FORM:

Allen C. Nielson
Prosecuting Attorney

ATTEST:

Shilah Moores
Shilah Moores, CMC
Clerk of the Board

FERRY COUNTY
COUNTY-WIDE RURAL ADDRESSING SYSTEM

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SECTION 1: RURAL ADDRESS SYSTEM

A. ROADS

1. Road Names. Current official county road names shall be used for road identification. All private roads serving more than one property or residence shall be named and identified in the private road register. If a road or driveway serves only one residence, and that residence cannot be seen or is hard to find, it shall also be named. The County shall strive to avoid any duplication and sound-alike road names. Every address will include the official or registered name of the public or private road for that site. The road name will include the road type designator. Road names may be no longer than 15 characters, including postal abbreviated suffix of the road type designator. (Example: 21 Campus St)
2. Road Type. Designation of roads within the unincorporated areas of Ferry County shall be in accordance with the following guidelines, except in the case of existing and recorded road designations.

Road (Rd), Street (St), Avenue (Ave), Drive (Dr), Lane (Ln), and Way: roads which do not have a definite directional course.

Court (Ct) or Place (Pl): a permanent dead-end or cul-de-sac, when not an extension of an existing road or a continuation of a proposed road.

Circle (Cir): a road that circles back upon itself.

Loop: a short street that begins and ends on the same road.

3. Road Origin. Each road will have a designated origin. Generally, a road origin will be the most south/west beginning point of the road as accessed from another road. Road origins for private roads shall be established by the Ferry County Planning Department.
 - a. Origin Reference Point. In order to facilitate ongoing consistency of measurements, a road origin reference point will be established near the beginning of each road. The reference point will be a fixed object, such as a road or traffic sign. The reference point will be identified in a private road register.

B. SITE ADDRESS

1. House Numbers. Each site address will consist of a house number followed by a road name and designator. For multi unit buildings or sites, a unit designator must be used. All house numbers will consist of one (1) to five (5) digits, and are based on distance.
 - a. Distance from Road Origin. All digits indicate the address distance in hundredths of miles from the origin of the address road to the primary access to the site. For each mile there can be 100 addresses, 50 on each side of the road. The distance component of addresses on the State Highways, will correspond to the Washington State Department of Transportation mileposts.
 - b. The Final Digit will indicate on which side of the road the site is located. Odd numbers indicate the location is on the left, and even numbers indicate the location is on the right when traveling from the point of origin.
 - c. Adjacent Driveways Sharing the Same Address Distance. If adjacent driveways are closer than 0.01 mi (52.8ft) and share the same distance number, the address of the property closest to the road origin will have the lower final digit.
2. Unit Numbers. Any addressed site which includes multiple apartments, suites, spaces, or other units, must include the appropriate unit designator and number in the address following the road name. A map or drawing locating each unit adequately will be required. Copies of such drawings will be provided to the appropriate emergency response agencies.
 - a. Approved Unit Designators:

APT=	Apartment	RM=	Room
BLDG=	Building	SLIP=	Slip
DEPT=	Department	STE=	Suite
FL=	Floor	TRLR=	Trailer
HNGR=	Hanger	UNIT=	Unit
LOT=	Lot	PIER=	Pier

SECTION 2: SIGNAGE

A. ROAD NAMES

1. Specifications. All public and private roads in Ferry County which serve addressable properties or structures will be signed in accordance with the standards in the Manual on Uniform Traffic Control Devices. The signs will be double sided, reflectorized with green background and white (Series C) letters and numbers.

- a. Size of Signs: Minimum 6"x18"
Maximum 12"x36"
- b. Size of Letters & Numbers: Minimum 4" Series C
Maximum 6" Series C
- c. Position of Signs: Bottom of the sign will be 60"-84"
above road surface.

2. Responsibility. It shall be the responsibility of the individual property owners or residents to purchase, post, mount and maintain signs on private roads. The sign location shall be kept free of any bushes, limbs etc. that may inhibit the clear view of the sign. Whenever possible, the sign shall be located on the same side of the road as the driveway and on the side of the driveway closest to the road origin. Where necessary, additional house number signs shall be posted to identify sites that may be hard to find.

- a. Private Road Intersecting with County Roads. The County Public Works Dept. will install private road signs on County roads. Once property owners or residents have purchased their signs, they must contact the Public Works Dept. to schedule the installation of the signs.
- b. Private Roads Intersecting with State Highways. The Washington State Department of Transportation does not furnish, install, or maintain street name signs for private roadways which must be signed within the highway right of way. Citizens may install their own signs if the sign and installation are in accordance with specifications that have been approved by the area maintenance superintendent. Maintenance for private road signs along the state highways is the responsibility of the citizens installing the sign. All maintenance work must be coordinated with the area maintenance shop prior to citizens working alongside the highway.

B. HOUSE NUMBERS

1. Specifications. House Numbers must be a minimum of 4" in height on a contrasting background that can be easily seen both during the day and at night. In instances where the home or building is not visible from the road, house numbers must be posted at the intersection of the road and driveway in a location that is plainly visible from both directions and not obstructed from view by vegetation. This may require posting the numbers on both sides of the sign. The signs should be finished with reflective paint or comparable material that will make the numbers easily visible at night.
2. Responsibility. It shall be the responsibility of the property owners or residents to post house numbers on their home or building.

SECTION 3: PRIVATE ROAD NAMES

A. REGISTRATION

Private road names must be posted and used for addressing purposes and must be registered with the Ferry County Planning Dept. A private road name will not be registered if its similarity to an existing public or private road is sufficient to confuse emergency response or mail delivery. Signing of an unregistered road name is in violation of this ordinance.

A private road name will not be registered until a reasonable effort has been made to assure that there is no significant opposition to the new name, or that it is acceptable to a majority of its residents and property owners. It is recommended that a road name request be submitted in writing to the Planning Dept. with signatures of the property owners on that road. If there is no available road name which is acceptable to a clear majority of those served by the road, the County will name the road.

B. PRIVATE ROAD REGISTER

The Ferry County Planning Dept. will maintain the private road register. A register of all public and private road names, including maps of all newly named roads will be available at the Planning Department and also at the Public Works Department.

SECTION 4: IMPLEMENTATION RESPONSIBILITIES

A. MSAG/CAD (Master Street Address Guide/Computer Aided Dispatch) Administrator and Ferry County Planning Department.

1. Assigning of new permanent addresses upon completion of measurement and address formatting.
2. Public information and referral
3. Administration of contracts for the following services:
 - a. Coordination of physical re-addressing of all addressable locations in unincorporated Ferry County
 - b. Coordination of procurement of materials.
 - c. Digital Vector map with names and field verification.
 - d. Building digitizing with addresses for PC/ARC INFO.
 - e. Telephone database correlation with field verification.
 - f. Staff training.
 - g. Preparation and update of Private Road Register, including coordination of resolution of conflicts and disputes over private road names.
4. Requirements for private road signs.
5. Registration of private road names.
6. Measuring distance for new residents

B. FERRY COUNTY BUILDING DEPARTMENT.

1. On issuance of building permits the Building Inspector shall require as part of the permit, the posting of the site address per standards listed in this ordinance.

C. FERRY COUNTY PUBLIC WORKS DEPARTMENT.

1. Installation of necessary County road signs.
2. Installation of necessary Private road signs within the County right-of-way, at the expense of the landowners.
3. Naming County roads.
4. Maintenance of the County Road Index.
5. Make available to the public a register of all public and private roads including maps.

D. **OTHER TASKS AND RESPONSIBILITIES.** Recognizing the express commitment of several emergency response agencies and the essential nature of their participation in implementation of the Ferry County E-911 Addressing system, the County may authorize volunteer organizations and their members to carry out appropriate functions under the guidelines contained in the ordinance. The County will provide training, materials, and coordination for and otherwise facilitate such participation, which may include:

1. Physically locating each addressable site, determining its existing address, and determining its new E-911 address.
2. Distribution of informational materials.
3. Contacting residents to initiate private road names and signage where appropriate.

SECTION 5: TRANSITION ISSUES

- A. **CONVERSION.** Every reasonable effort will be made to coordinate re-addressing to maximize the effectiveness of the county staff and minimize the impact on citizens.
- B. **SIMULTANEOUS SIGNING AND NOTIFICATION.** Property owners are encouraged to install road name and house number signs at the time that they are notified of their new E-911 address, or within 60 days of such written notice.
- C. **ERRORS.** A reasonable attempt will be made to identify and correct errors as soon as possible after addresses are initially assigned. Suspected errors should be brought to the attention of the Ferry County Planning Department.
- D. **ROAD NAMING DURING TRANSITION.** Road names requested or assigned during transition period will be registered as soon as possible. New road names will become official on the effective date of the address assignments for that road.
- E. **ADDRESSING DURING TRANSITION.** E-911 addressing will not occur on newly named roads until address measurement is accomplished in the course of the overall program. Wherever possible, residents will be encouraged to use their existing addresses until address measurements are complete on the newly named road, and the residents receive notice of their new address

SECTION 6: INFORMATION PROVISIONS

- A. EMERGENCY RESPONSE AGENCY INFORMATION. Emergency Response Agencies will be provided with cross referenced indexes of all old and newly registered road names upon completion of conversion. These indexes will be continually updated with any new changes.
- B. POSTAL SERVICE NOTIFICATION. The postal service will be notified in a timely manner of all newly registered road names and all new addresses assigned by the County. Maps will also be provided to each Postmaster and also to Address Management Systems in Spokane.
- C. PROPERTY OWNER NOTIFICATION. Each property owner or resident will be notified in a timely manner when an E-911 address is assigned or re-assigned.
- D. PUBLIC INFORMATION. Ferry County Planning and Public Works Departments will make available to the public, for the cost of reproduction, an up to date list of all public road names and all registered private road names. Maps will also be made available.

SECTION 7: CIVIL PENALTY

As authorized by RCW 36.32.120(7), knowing failure by a resident to comply with the requirements of this ordinance may result in a civil penalty of up to \$250.00.

SECTION 8: IMMUNITY

Ferry County shall be immune from any and all civil liability for any actions taken pursuant to this ordinance, or for any failure to take action to enforce the provisions of the ordinance. It is not the purpose or intent of this chapter to create on the part of Ferry County any special duties or relationships with specific individuals. This ordinance has been enacted for the welfare of the public as a whole.

SECTION 9: SEVERABILITY

If any provision of this ordinance or its application to any person or circumstances is held invalid, the remainder of this ordinance or the application of the provision to other persons or circumstances shall not be affected.