

TOQUERVILLE CITY

ORDINANCE #ORD.2008.02, March 13, 2008

AN ORDINANCE ESTABLISHING A UNIFORM SYSTEM OF PROPERTY IDENTIFICATION FOR STREETS AND STRUCTURES WITHIN THE CITY AND PROVIDING THE METHODOLOGY FOR ADDRESS NUMBERING AND IDENTIFICATION.

RECITALS

WHEREAS, the City of Toquerville, Utah (The “City”), by and through its City Council, has determined a need for a comprehensive approach to addressing streets and structures within the City to provide a uniform system of property identification; and

WHEREAS, the City finds that adoption of such a comprehensive approach to addressing streets and structures within the City will promote the health, safety and welfare of the residents, tourists and general public residing or visiting the City; and

WHEREAS, the City Council has identified the Toquerville Land Management Code to be amended and supplemented as provided herein.

ORDINANCE

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Mayor of the City and the City Council of the City of Toquerville, Utah as follows:

The Toquerville Land Management Code is hereby amended and supplemented to Ordinance number ORD.2008.01, February 13, 2008.

BE IT FURTHER ORDAINED, that Toquerville City Ordinance #ORD.2008.02 shall repeal and supercede all prior ordinances and resolutions governing addressing streets and structures in the City.

SECTION:

- ___.1 Title
- ___.2 Purpose
- ___.3 Duty to Identify Property
- ___.4 Definitions
- ___.5 Names of Streets Designated in Official Street and Address Files
- ___.6 System of Numbering
- ___.7 Display of Property Identification Number
- ___.8 Property Identification Approval Required for Building and Occupancy Permit
- ___.9 Property Identification Approval Required for Final Plat Approval
- ___.10 Street Identification Change
- ___.11 System of Street Identification Signs
- ___.12 Thoroughfare Identification Signs
- ___.13 Thoroughfare Identification Signs-Compliance
- ___.14 Thoroughfare Identification Signs-Requirements
- ___.15 Enforcement and Violation
- ___.16 Nonconforming Properties

- ___.17 City Nonliability
- ___.18 Penalty
- ___.19 Severability

___.1: **TITLE:**

This article together with all amendments thereto shall be known as the Toquerville Addressing Ordinance.

___.2: **PURPOSE:**

The purpose of these regulations is to establish in the City a uniform system of property identification in order to foster uniformity and order among street names and numbers and structure numbers within the City and to provide an adequate system of property identification for the providers of emergency services within the boundaries of the City.

___.3: **DUTY TO IDENTIFY PROPERTY:**

It shall be the duty of the Planning Commission or its designated officer to establish a uniform property identification system in the City, to name and number all streets therein and to designate numbers for houses or buildings fronting upon all such streets, to issue property identification certificates and to enforce the provisions of this chapter, consistent with the purpose of these regulations.

___.4: **DEFINITIONS:**

Unless specifically defined below, words or phrases used in this article shall be interpreted so as to give them the meaning they have in common usage and to give this article its most recent application. As used in this article:

“Address (situs address)” means a unique alphanumeric descriptor which identifies the property location of a parcel of land, a building or other structure on the citywide grid system attached hereto as Exhibit A.

“Address format” means the order of assemblage and structure of the five standardized components (frontage number, directional, thoroughfare name or number, thoroughfare type, substructure suffix) used in the legal situs address.

“Baseline street” means the east and west directional street (Center Street in the City) which intersects with the meridian street (Toquer Blvd in the City) to benchmark the permanent origin of the citywide grid system and provide a datum point from which the coordinates of all other thoroughfares and legal situs addresses are calculated.

“Citywide grid system” means the coordinate system which has evolved and developed for identifying address and thoroughfare locations over the greater part of the City and a graphic representation of which is attached hereto as Exhibit __ and incorporated herein by this reference.

“Directional” means the compass direction of the legal situs addresses which references the citywide grid and the direction in which the frontage numbers are measured along the roadway of both public and private thoroughfares. When a thoroughfare number is used in the address, instead of an alphanumeric name, a directional shall also be used to designate its direction. A directional shall always be abbreviated with the first letter of its compass direction in standardized address format.

“Final plat” means a map or chart of a subdivision, PUD, condominium or other proposed development which has been accurately sited or surveyed, and located on the ground so that thoroughfares, alleys, blocks, lots and other divisions thereof can be identified.

“Frontage number” means the prefix component of the legal situs address which is numerically sequenced and assigned to a structure or parcel along a thoroughfare according to its relative distance perpendicular to the baseline and meridian axis of the citywide grid system.

“Intersection” means the point on the citywide grid system which identifies the location where two or more thoroughfares cross one another.

“Meridian Street” means the north and south directional thoroughfare (Toquer Blvd in the City) which benchmarks the permanent origin of the citywide grid system and provides a datum point from which the coordinates of all other streets and legal situs addresses are calculated (see “baseline street” above).

“Official street and address files” means the computer files and associated maps adopted by the county including the general plans of the City.

“Private rights-of-way” means thoroughfares, which are retained and maintained under the ownership of private individuals intended for private use.

“Property identification certificate” means the official documentation, including a certificate number and the registration of a legal situs address, which is issued to the owner-resident for their parcel, building or premises dwelling. The official situs address may also be designated on final plats recorded in the office of the county recorder.

“Public rights-of-way” means thoroughfares which are dedicated for perpetual public use and are administered by the governing entities in which they are located.

“Subdivision” means the division of a tract, or lot or parcel of land into two or more lots, plots, sites or other divisions of land for the purpose, whether immediate or future, of sale or building development or redevelopment, and a plat has therefore been recorded in the office of the county recorder under a unique name to identify one subdivision from another. In property identification context, “subdivision name” may also be used to identify other conditional use or project names.

“Thoroughfare” means any rights-of-way, under public or private ownership for public use, designed for the travel of motorized vehicles to enter and exit through passage and to include the ways used for internal circulation of traffic.

“Thoroughfare name” means the alphabetic name assigned, not including the street type designator, to identify both public and private thoroughfares, which are on the citywide grid, and is one of the primary components of a legal situs address.

“Thoroughfare number” means the name of a thoroughfare designated with numerals according to its numerical position on the citywide grid relative to the baseline or meridian axis streets. Thoroughfare numbers never contain alpha numeric characters (e.g. 2nd South Street). When a thoroughfare number is designated, a directional corresponding to its orientation on the citywide grid is also required (e.g. 200 South Street).

“Thoroughfare type” means a standardized identification descriptor which corresponds to physical and functional characteristics of a thoroughfare (i.e., “Avenue,” “Bay,” “Boulevard,” “Circle,” “Court,” “Cove,” “Drive,” “Expressway,” “Lane,” “Parkway,” “Place,” “Road,” “Row,” “Street” and “Way”).

“Uniform property identification system” means the established regulations and guidelines, as revised from time to time, which define specific procedure for the design and designation of address numbers on all houses and buildings including occupancy units therein as well as the design of names and numbers for streets both public and private including standards for street intersection markers (signs).

“Unit locator” is the last component of a legal situs address which is an alphabetical or numerical code used to identify a one-to-one correspondence between a building and high-density occupancy structures within the building such as suites, rooms, apartments and condominium units.

__5: NAMES OF STREETS DESIGNATED IN OFFICIAL STREET AND ADDRESS FILES:

All streets and thoroughfares of the City, whether public or private, shall be known by the names by which they are so designated in the official street and address files of the city, filed in the office of the planning commission with such additions, changes and corrections of the names as shall from time to time be placed in the official files by ordinance.

__6: SYSTEM OF NUMBERING:

The planning commission, in numbering the houses and buildings upon the streets and thoroughfares of the City, shall adhere to the following.

- a. The initial point of intersection in the citywide grid system shall be the junction of Toquer Blvd (meridian street) and Center Street (baseline street) in the City, and the numbering shall extend thence east, west, north and south. Address numbers shall be even on the north and west sides of the street and odd on the east and south sides of the street. One hundred numbers shall be assigned to each identified grid block with the lowest number beginning at a point nearest the initial point of intersection in the citywide grid system. Address numbers shall be determined by the number grid in which the property is located. Address numbers in central areas with no grid shall be assigned in relation to adjacent addressing.
- b. In new residential subdivisions each standard-sized lot shall be given a pre-assigned street number by the planning commission upon final plat approval. Address numbers shall be assigned to large lots relative to their capacity to be subdivided into two or more minimum sized lots for the minimum width allowed by the zoning district. In commercial areas addresses will be assigned as development plans for those lots are approved, prior to building permits being issued.
- c. Address numbers shall be determined by calculation. The distance from the center of the property to the last corner of the citywide grid shall be measured to get a thoroughfare number. The thoroughfare number is then added to the block number to get the address (i.e., if the block number is 1200 and the location number is 43, the address is 1243 or 1244 depending upon which side of the thoroughfare the building is placed. In other words, the address is the percent of the total distance into the block plus the block number).
- d. When thoroughfare intersections are within 120 feet of a grid line, the number series change shall be made at the intersection to be more logical to the public. When a long block faces two blocks divided by a street or thoroughfare, the number series on the long block shall change at the intersecting street or thoroughfare so that houses or buildings facing each other have compatible addresses.
- e. Diagonal streets which run 45 degrees or less from a north/south line will be numbered by the north/south grid and those more than 45 degrees from the north/south line will be numbered by the east/west grid. Curving streets will be assigned numbers based upon the grid of their greatest length. For instance, if the beginning is more south than west of the end, then the north/south grid will be used.
- f. On loop streets and thoroughfares and cul-de-sac streets, address numbering shall begin at the entrance nearest the initial point of intersection within the citywide grid system and increase to the opposite end as if the street were in a straight line. Block number changes will be made every 330 feet with odd and even number remaining on the same side of the street as they began.

g. Apartments:

1. Apartment buildings on thoroughfares shall be assigned individual addresses. Apartments clustered about a central parking area immediately facing a public street shall also be assigned separate addresses.
2. When apartments are arranged along a private street or thoroughfare, addresses can be assigned from this private street or thoroughfare. A sign showing the apartment complex name, with the street address below it, must be posted at the entrance.
3. Each apartment must be identified on the exterior entrance by number or building letter and number for multiple buildings. The numbers shall be in sequence (i.e., 1, 2, 3, etc...). Apartments in lettered buildings shall have the building letter as part of each apartment number, such as B-210. When units are on multiple floors, ground floor numbers shall be in the 100 series (101, 102, 103), second floor numbers shall be in the 200 series (201, 202, 203), etc. If a common hallway is used for several apartments, the external hallway entrance to each apartment shall contain a list of the apartments served. When addressing townhouses and other buildings containing units separately owned, each address shall be placed on the principal external entryway to the unit.
4. The official address for each apartment shall be the building address (as described in g.3) followed by the apartment number, for example, “223 Greenway Dr., Apt. 3”. Addresses for units in apartment buildings not on a public thoroughfare shall include the public thoroughfare address and the building number with the apartment designation. The official address for each apartment will be the public thoroughfare address followed by the building letter, a dash, and the apartment number, for example “223 Greenway Dr., Apt. B-111.”

h. Mobile home parks:

1. When trailers are arranged along a private thoroughfare within mobile home parks, each private thoroughfare within the mobile home park shall be named and a sign, as required by this article, shall be erected on each private street within the mobile home park.
2. Each mobile home on such a private thoroughfare shall then be identified in numerical sequence as determined by calculation, as described in this article. The number shall be placed in a conspicuous place on the part of the trailer closes to the thoroughfare and all mobile homes within the mobile home park shall be marked in the same location of the trailer. Address numbers shall be a minimum of three (3) inches high with block letters and shall be visible from the street. All other provisions of this article on the installation of identification numbers shall be applicable to mobile homes.
3. It shall be the requirement of the mobile home park owners, who are registered with the City, to make sure that each private street within the mobile home park is properly named and such name shall be approved in advance by the planning commission or its designated representative, and it is further the responsibility of the mobile home park operator to make sure that each mobile home is properly addressed and the number posted as set out in this article.

i. Commercial/office buildings:

1. Commercial/office buildings on public thoroughfares or private thoroughfares shall be assigned individual addresses. Commercial/office buildings clustered about a central parking area immediately facing a public thoroughfare shall also be assigned separate street addresses.

2. When a commercial/office building complex is arranged along a private driveway or around a private parking area the complex shall be addressed off the public or private thoroughfare serving the complex.
 3. Each suite/unit in a commercial/office building must be identified on the exterior entrance by number or building letter and number for multiple buildings. The numbers shall be in sequence (i.e., 1, 2, 3, etc...). Suites/units in lettered buildings shall have the building letter as part of each suite/unit number, such as B-203. When units are on multiple floors, ground floor numbers shall be in the 100 series (101, 102, 103), second floor numbers shall be in the 200 series (201, 202, 203), etc. If a common hallway is used for several suites/units, the external hallway entrance to each commercial/office building shall contain a list of the suites/units served.
 4. The official address for each commercial/office suite/unit shall be the building address followed by the suite/unit number, for example “223 Greenway Dr., Suite 3”. Addresses for suites/units in commercial/office buildings not on a public thoroughfare shall include the public thoroughfare address and the building number with the suite/unit designation. The official address for each suite/unit will be the public thoroughfare address followed by the building letter, a dash, and the suite/unit number, for example “223 Greenway Dr., Suite B-2.”
 5. All commercial/office buildings in existence on the effective date of this article shall be brought into compliance with this section no later than ___ days from acceptance.
- j. Each property identification number must contain:
1. A frontage number component which is numerically sequenced and assigned to a structure or parcel according to sections a through (h.) above;
 2. A direction component referencing the city grid quadrant and the compass direction in which the frontage numbers run, abbreviated with the single letter equivalent for its compass direction (N, E, S or W);
 3. A thoroughfare name component consisting of either an alphabetic name or a number name, but not both;
 4. Thoroughfare type component, which modifies the name to distinguish specific locational, functional and physical characteristics of the thoroughfare;
 5. A unit/suite/apartment/mobile home locator component if required by sections (g.) through (i.) above.

7: DISPLAY OF PROPERTY IDENTIFICATION NUMBER:

When a property identification number has been designated by the planning commission, the owner or occupant of such house or building shall cause a painted, carved or cast duplicate of such number at least three inches in height and varying in size according to the setback distance of the structure, and of a shade contrasting with the background upon which the number is mounted, to be located on the structure as provided in this chapter. Such number shall be block numerals (not script) and shall be located in a conspicuous position upon the portion of such structure which faces the thoroughfare identified in the address certificate. The property identification number shall be mounted in a permanent, stationary and durable manner, unobstructed at all times by vines, screens or anything that would tend to hide or obscure the number, and at a sufficient height that the number will be clearly perceptible with the unaided eye from the centerline of the thoroughfare upon which the structure is located.

__8: PROPERTY IDENTIFICATION APPROVAL REQUIRED FOR BUILDING AND OCCUPANCY PERMIT

- a. No building permit shall be issued until such time as the applicant has paid required fees and applied for and received a legal situs address from the planning commission. The official address so issued must appear on the building permit when issued.
- b. No occupancy permit shall be issued until such time as the applicant has paid required fees and applied for and received an official certificate of property identification, and permanently affixed the official address to the structure and substructure as required in this article. The planning commission shall have the right to change property identification numbers without notice and with or without cause prior to issuance of an occupancy permit.

__9: PROPERTY IDENTIFICATION APPROVAL REQUIRED FOR FINAL PLAT APPROVAL

Property identification approval must be given by the planning commission prior to final approval of a subdivision. The property identification approval must appear on the final plat of a subdivision, PUD, condominium or other proposed development prior to final approval and upon amendment. The developer of a subdivision shall pay for and arrange manufacturing and installation of all thoroughfare identification signs required under this article or by the planning commission.

__10: STREET IDENTIFICATION CHANGE:

- a. Upon application from seventy-five percent of the owners of structures located upon a thoroughfare for a change in thoroughfare name identification, and upon payment of a minimum fee, the planning commission shall review the application and make a determination as to the propriety of the requested change. If the request is granted by the city council, the balance of the associated costs for the name change shall be paid before the thoroughfare designation shall be included in the official file of the City and in the official property identification numbers (addresses) assigned to such thoroughfare.
- b. If, in the opinion of the city council, a requested change of thoroughfare name identification is necessary for the protection of the public health, safety and welfare of the citizens of the city, the city council may, at its discretion, waive payment of the fee and associated costs for such change and for issuance of new property identification certificates.

__11: SYSTEM OF STREET IDENTIFICATION SIGNS:

It shall be the duty of the planning commission to establish a uniform system for thoroughfare identification signs upon all streets of the City.

__12: THOROUGHFARE IDENTIFICATION SIGNS:

The developer or property owner shall pay for thoroughfare identification signs, approved by the City, and shall arrange for manufacture and installation of such thoroughfare identification signs at the intersections of all thoroughfares and at such other locations as may be determined to be necessary by the planning commission.

__13: THOROUGHFARE IDENTIFICATION SIGNS – COMPLIANCE:

It is unlawful to erect or maintain any thoroughfare identification sign which has not been approved by the planning commission.

___.14: THOROUGHFARE IDENTIFICATION SIGNS – REQUIREMENTS:

All thoroughfare identification signs shall be constructed and installed in accordance with the specifications approved by and on file with the City.

___.15: ENFORCEMENT AND VIOLATION:

- a. It shall be the duty of the planning commission to enforce the provisions of this article.
- b. It is unlawful for any owner of a parcel of land upon which a structure is located to fail to number such structure or units within the structure with the number designated by the planning commission. It is unlawful for the owner of any structure or substructure or for the owner or agent of any unoccupied habitable structure located upon a thoroughfare within the City to fail to number such structure or units within the structure with the designated number in the manner set forth in this article. It is unlawful for any person to number a structure or units within a structure in any manner other than that prescribed in this article.

___.16: NONCONFORMING PROPERTIES:

- a. This chapter shall apply to all thoroughfares, streets, structures, street identification signs and address numbers, public and private, existing within the City at the time of adoption of the ordinance codified in this chapter as well as those thereafter created or constructed.
- b. For ease and convenience of the residents of the City, the owner of any structure and address number which is not in compliance with this chapter at the time of adoption of the ordinance codified in this chapter may retain such non-compliant structure and address number so long as there is no change in the ownership of such structure. Upon a change in ownership of any structure which is not in compliance with this chapter at the time of adoption of the ordinance codified in this chapter, whether by sale, transfer, assignment, gift, devise, inheritance or otherwise, the new owner shall bring the structure and address number into full compliance with this chapter not less than ninety (90) days after the change in ownership.
- c. Those thoroughfares, streets and street identification signs which are not in compliance with this chapter or which fail to comply with the designations made by the planning commission pursuant to this chapter at the time of adoption of the ordinance codified in this chapter shall be brought into full compliance by the owners not later than thirty (30) days after notification.

___.17: CITY NONLIABILITY:

The City and its agents shall in no way be liable for any negligence of any owner in complying with this chapter. The City and its agents shall in no way be liable for any claim, loss, liability, action or cause of action that arises from or is caused by allowing non-compliance with this chapter pursuant to Section 16.

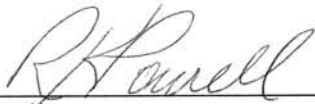
___.18: PENALTY:

Any person or entity violating the provisions of this article, either by failing to do those acts required herein, or by doing any act prohibited herein, is guilty of a Class B misdemeanor.

__18: SEVERABILITY:

The provisions of this article are severable and if any provision, clause, sentence, section, word or part thereof is held illegal, invalid or unconstitutional or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts of the article or their application to other persons or circumstances. It is hereby declared to be the legislative intent that the article would have been adopted if such illegal, invalid or unconstitutional provisions, clauses, sentences, sections, words or parts had not been included therein, and if the person or circumstances to which the article or part thereof is inapplicable had been specifically exempted therefrom.

This Ordinance, ORD.2008.02 shall be effective, with City Council passage and approval, on the 13th day of March, 2008.



Ken Powell
Toquerville City Mayor



Attest: _____
Carol Pogue, City Recorder



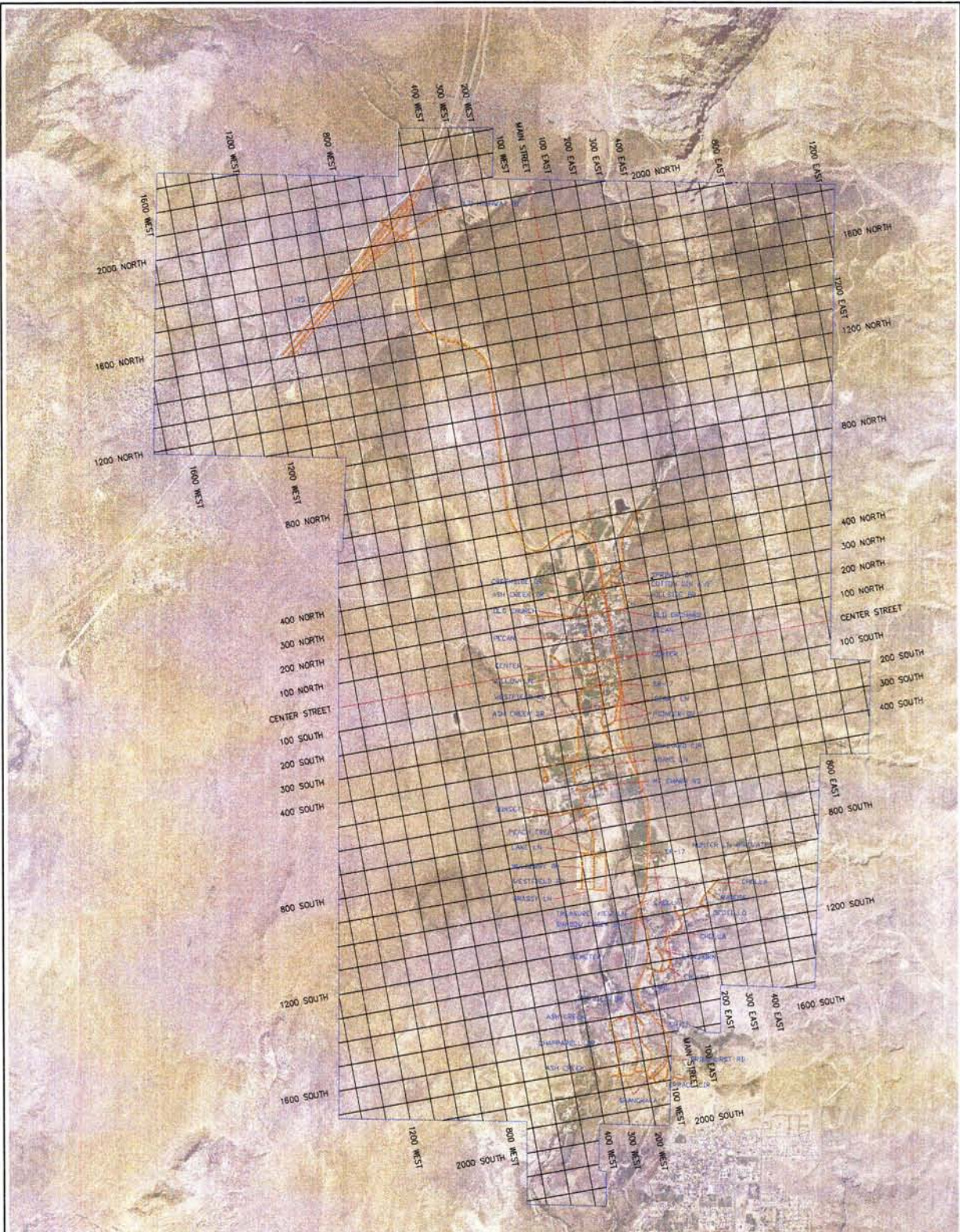
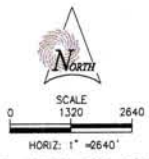
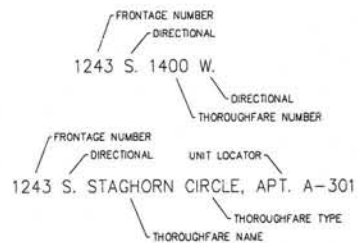


EXHIBIT A CITYWIDE GRID SYSTEM



NOTE: ADDRESSING GRID IS BASED ON 800 NUMBERS PER MILE



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