

YAMHILL COUNTY CODE

TITLE 7: COUNTY ROADS

Chapter 7.05: Yamhill County Road Naming Code

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LEGISLATIVE HISTORY

SECTION 1

7.05.01.01 Title. This Ordinance shall be known as the Yamhill County Rural Addressing Ordinance.
[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.01.02 Purpose. To establish a building address system for Yamhill County to designate structural location to minimize the response times of fire, life-saving and other emergency vehicles in emergency situations; to facilitate rural delivery while providing for greater public convenience.
[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.01.03 Scope. The addressing system of this Ordinance, as set forth in Sections 2 and 3 thereof, shall provide for the extension of existing city addressing systems beyond urban growth boundaries, where necessary or appropriate. The County rural addressing system shall not be applied within existing urban growth boundaries, except where necessitated by the absence of Comprehensive city addressing systems. In no case shall persons continue under the existing system of rural route and box number outside the corporate limits of any city.
[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 2

7.05.02.01 Definitions. The following definitions shall apply to the provisions of this Ordinance:

- a) **“Baseline”** shall mean either of those lines running north and south or east and west, dividing Yamhill County into four quadrants, more particularly described as follows:
 - (i) The North-South baseline shall be described as follows: Beginning at the point of intersection of the Southerly boundary line of Yamhill County with the centerline of U.S. Highway 99W; thence along said centerline in a northerly and easterly direction to its intersection with the centerline with State Secondary Highway 47; thence along the centerline of said Highway 47 in a northerly direction to its intersection with the Northerly boundary of Yamhill County.
 - (ii) The East-West baseline shall be described as follows: Beginning at the point of intersection of the Westerly boundary line of Yamhill County with the Township line between Townships 3 and 4; thence easterly along said Township line to intersection with the centerline of the westerly extension of County Road 485; thence in a generally easterly direction along said centerline and the centerline of Baker Creek Road to its intersection with the Centerline of U.S. Highway 99W; thence in a northerly and easterly direction along said Highway centerline to its intersection with the centerline of Riverwood Road; thence easterly along the centerline of said Riverwood Road to its eastern termini; thence easterly to the Willamette River.
- b) **“Building”** shall mean a structure designed or used for a residence, place of business, or other purpose as may be authorized by County zoning, but does not mean accessory buildings or agricultural structures such as pole barns.
- c) **“County Road”** shall mean any public road under the jurisdiction of Yamhill County that has been designated and accepted by the Board of Commissioners as a County Road pursuant to ORS Chapter 368.
- d) **“Local Access Road”** shall mean any public road under the jurisdiction of Yamhill County which has not been designated a County road.
- e) **“Official Road Name Map”** shall mean that County Road Map published by the County Road Department, dated March, 1982, and any subsequent revisions thereto.
- f) **“Private Road”** shall mean any road not dedicated to the public over which private interests exercise control.
[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.02.02 Numbering System. All buildings receiving addresses shall be numbered in accordance with the following system of numbering which is hereby designated the Yamhill County Addressing System:

- a) All numbering shall be established in accordance with the quadrant and numbering system shown on the attached map and labeled Exhibit “A” and by this reference incorporated herein. The roads upon which the major axis lies within 45 degrees of North or South shall be assigned numbers which increase or decrease in

a northerly or southerly direction. In a likewise manner, roads upon which the major axis lies within 45 degrees of east or west shall be assigned numbers which increase or decrease in an easterly or westerly direction. As a given road is traversed in a direction which increases the numeric value of addressing (outward from a baseline), even numbers shall be assigned on the right and odd numbers on the left sides of the roads respectively.

- b) The numbering system shall include 37.88 potential numbers for every 100 feet of distance along a road, providing 2000 numbers per mile.
- c) Individual address assignments shall be based upon addressing maps which will be prepared in accordance with this Ordinance by the Planning and Development Department and updated as required.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 3

7.05.03.01 Establishing the System. The Planning Director is hereby authorized to and given the duty of establishing the numbering of building addresses within Yamhill County in accordance with this Ordinance. The Director shall give notice to the owners and/or occupants of all buildings receiving new addresses.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.03.02 Display of Numbers. The Planning Director shall establish rules regulating the type, location and placement of address numbers issued pursuant to this Ordinance. Said rules shall be effective upon the filing of the same with the Board. The Planning Director may amend said rules from time to time, which amendment shall be effective upon filing of the same with the Board.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 4

7.05.04.01 Commission to Name Roads. The Planning Commission of Yamhill County is hereby given the authority to name all County roads and local access roads. In establishing a name for a road, the Commission shall consider the following standards:

- a) Except as established on the Road Name Map, or may be established pursuant to this Ordinance, any local access or County road outside of an adopted urban growth boundary shall be designated as a “road”, except as provided in this Ordinance.
- b) An extension of a named road shall bear the same name as the road itself.
- c) Designation of other than “road” may be established upon a finding that the designation “road” would be inconsistent with one or more of the criteria contained in this Ordinance.
- d) A road inside an adopted urban growth boundary need not be designated “road” unless this is necessary to be consistent with an extension of the same road outside of said urban growth boundary.
- e) The name of the road shall be selected in accordance with the criteria found in Section 7.05.04.02 below.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.04.02 Road Naming Criteria. The following criteria shall be considered when selecting a road name:

- a) Factors of historical significance related to person, place, circumstances or events.
- b) Factors of geographical significance.
- c) Factors of road location, function or direction.
- d) Common usage of a name for the road.
- e) Prior use of the name for the road.
- f) Name consistency for continuous route including roads in other adjoining jurisdictions.
- g) Avoidance of duplication of the same or similar road name.
- h) Compliance with the provisions of Section 7.05.04.01 above.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.03.03 Notice of Road Name. The Planning Commission shall give notice of all road names selected by publishing same in an appropriate newspaper. Selection of the appropriate newspaper shall be in the sole discretion of the Commission, provided that the Commission in choosing the appropriate newspaper shall select that newspaper which in the opinion of the Commission provides the best coverage of the area in which the road or roads to be named are located.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 5

7.05.05.01 Appeal Rights.

- a) Any person owning real property to which a number has been assigned by the Planning Director pursuant to this Ordinance may appeal that decision to the Planning Commission as provided in Section 7.05.05.02 of this Ordinance.
- b) Any person owning real property adjoining a road which has been named by the Commission pursuant to this Ordinance may appeal that decision to the Board of County Commissioners as provided in Section 7.05.05.02 of this Ordinance.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.05.02 Manner of Appeal. Any person having a right of appeal as provided in Section 7.05.05.01 above may exercise that right by mailing or hand-delivering a letter to the Planning Director. Said letter shall state the basis for the appeal, relief sought, and the person's standing to appeal under Section 7.05.05.01 of this Ordinance. Upon receipt of the letter provided for in this subsection, the Planning Director shall schedule a hearing before the Planning Commission or Board of County Commissioners, whichever is applicable, on the first available hearing date and, by mail, notify the person appealing and all other affected property owners of the time and place of said hearing.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.05.03 Review. The Planning Commission or Board of Commissioners, whichever is applicable, shall hold a public hearing on any appeal filed pursuant to Section 7.05.05.02 of this Ordinance for the purpose of determining whether the Planning Director or Planning Commission, whichever is applicable, appropriately applied the criteria of this Ordinance. The decision of the Planning Commission on an appeal under Section 7.05.05.01(a) is final.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.05.04 Review. Appeals must be received by the Planning Director no later than thirty days after the notice provided for in Section 7.05.03.01 of this Ordinance has been sent, or the notice provided for in subsection 7.05.04.03 of this Ordinance has been published, whichever is applicable. If no appeal is received within the time provided for herein, the decision of the Planning Director or Planning Commission, whichever is applicable, shall be final. No fee shall be charged for any appeals filed pursuant to this section.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 6

7.05.06.01 Violations.

- a) It shall be a violation of this Ordinance for any owner or possessor of real property to knowingly violate the rules of the Planning Director adopted under Section 7.05.03.02 of this Ordinance.
- b) It shall be a violation of this Ordinance for any person to knowingly display an address number other than the one assigned under this Ordinance.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

7.05.06.02 Penalty. Violations of this Ordinance set forth in Section 7.05.06.01 shall be punishable by a fine of up to \$100. Each day in which a person is in violation shall constitute a new and separate offense.

[ADOPTED VIA ORDINANCE NO. 381 eff 06/20/84]

SECTION 7

[RESERVED]

SECTION 8

7.05.08.01 Road Renaming. Notwithstanding any other provision of this Ordinance, once a road has been named pursuant to this ordinance, said name may only be changed as provided in this section.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

7.05.08.02 Application. An application to change the name of a road shall be made to the Planning Director in a form to be determined by the Director. Said application shall include:

- a) Signatures of at least 50% of the property owners abutting the road proposed to be renamed. This subsection shall not apply to those applications filed on or before December 5, 1985.
- b) The proposed name for the road.
- c) A statement of justification addressing the criteria set forth in Sections 7.05.04.01 and 7.05.04.02 of this Ordinance.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

7.05.08.03 Fees. Notwithstanding Section 7.05.05.04 of this Ordinance, the fee to be charged for applications pursuant to Section 8 of this ordinance shall be \$100. The Board may from time to time increase or decrease said fee by board order without necessity of amending this ordinance. This fee shall not be required for any application filed on or before January 15, 1986.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

7.05.08.04 Notice. Upon receipt of a completed application and fee, the Director shall schedule the application for a hearing before the Planning Commission and provide notice of the date, time and place of said hearing as follows:

- a) Publication in an appropriate newspaper at least 10 days prior to the date of said hearing;
- b) By mail to the owners of record of all property abutting said road;
- c) By mail to the rural fire protection district serving said road;
- d) By mail to the appropriate postmaster serving said road;
- e) By written notice to the Yamhill County Sheriff;
- f) By written notice to the Yamhill County Department of Public Works;
- g) By mail to the Yamhill County Historical Society;
- h) By mail to the city nearest to said road.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

7.05.08.05 Hearing Conduct and Criteria. The Planning Commission shall conduct its hearing in accord with the County Ordinance regulating the conduct of public hearings. The Planning Commission shall base its decision upon the criteria set forth in Sections 7.05.04.01 and 7.05.04.02. Written notice of the decision of the Planning Commission shall be sent to all persons who specifically request the same in writing.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

7.05.08.06 Appeal.

- a) Any person owning property adjoining said road or anybody notified pursuant to subsections 7.05.08.04(c) through (h) may appeal the decision of the Planning Commission as follows:

- (i) The appeal must be in writing and delivered to the Planning Director no later than 15 days after the decision of the Planning Commission is mailed.
- (ii) Notwithstanding Section 7.05.05.04 of this Ordinance, the appeal must be accompanied with a fee of \$100. Failure to pay said fee at time of delivery will result in dismissal of said appeal without recourse. This fee shall not be required for any application filed on or before January 15, 1986.
- b) Upon receipt of an appeal under this section, the Director shall schedule a hearing before the Board of Commissioners and notify all parties as provided in Section 7.05.08.04 of the date, time and place of said hearing.
- c) The Board of Commissioners shall hear the matter de novo; the hearing shall be conducted as provided in the Yamhill County ordinance regulating procedure of public hearings. The Board's decision shall be based upon the criteria set forth in Sections 7.05.04.01 and 7.05.04.02 of this Ordinance.
- d) The decision of the Board of Commissioners shall be final.

[ADOPTED VIA ORDINANCE NO. 421 eff 11/20/85]

LEGISLATIVE HISTORY

Adopted via Ordinance No. 300 on 08/18/1982, effective 08/18/1982
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