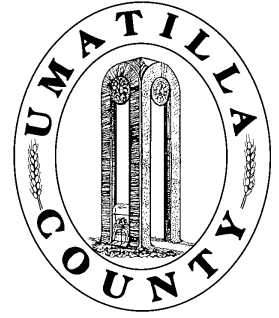# Umatilla County

Department of Land Use Planning

216 SE 4th ST, Pendleton, OR 97801, (541) 278-6252

Rural Addressing
Road Naming Application

Taken from Ordinance 93 Address Numbering and Road Names

Naming or Renaming Roadways in Umatilla County requires this form completed and returned to the County Planning Department with appropriate fees.

Umatilla County Ordinance 93, *Address Numbering and Road Names,* provides the guidance for naming roads and applying the standards. The following will assist when formulating possible Road Names for access roads; UC 93.18 (D) states in part:

"The proposed road name shall comply with the following standards:
(1) Unnamed roads and renamed roads shall be limited to a maximum of 15 characters;
(2) No duplication of names within the same 911 Dispatch Center [*Emergency Service Area*] and subject to the approval of the Address Committee for any conflicts;

(3) No similar sounding or confusing names; i.e., "Kline" versus "Cline;" "Stumble" versus "Bumble;"
(4) Where road names are proposed for change, every effort will be made to maintain historical road names."

FEES
Road Sign - $300.00
'Private Drive' Sign - $50.00
   (Required if on State Highway)
Address Number Stake - $50.00
Renaming a Road - $50 (nonrefundable)

It is the responsibility of the applicant to submit a complete application with all necessary attachments. Planning staff can refuse an incomplete application.

1. **Contact Information of Applicant:**

Name of Applicant: _____

Address: _____

City, State, Zip: _____

Telephone Number & Email Address: _____

The APPLICANT is … ☐ Property Owner, ☐ Adjacent Property Owner,
☐ Lives along roadway, or ☐ Public Agency,
name of agency: _____

2. **Assessor's Map Number(s) where Roadway travels, provide a map showing location:**

FROM: Township: _____ Range: _____ Section: _____

TO: Township: _____ Range: _____ Section: _____

☐ Provide a Map showing Roadway and legal description

3. **Legal status of Roadway, provide documentation.**

☐ Private Easement, ☐ Public Easement, ☐ Public Right of Way

4. **Current name of the Roadway** (*if being renamed*):

5. **Reason for the request to name the Roadway:**

☐ Required by Umatilla County
☐ Other, *please explain*:

6. **Top Three Road Name Options.** Please submit the top three road name options that you prefer. Each option must be able to fit within the following 15 spaces (counting letters and required spaces). **It is recommended that surnames are not used for road names.** Roadways on private easements will have an "Ln" suffix which is included in the limited number of characters. The County will review the options to determine which Road Name is the most preferable.

First Option:

Second Option:

Third Option:

7. **Associated Fees.** The cost for a road sign, post and installation is $300. An additional fee of $50 may be required for 'Private Dr' signs on a State Highway. Also, any address number changes from this action will result in $50/marker.

Payment must be received prior to final approval.

Fee Calculation:

☐ $300 x _____ (# of road signs) = $ _____
☐ $ 50 x _____ ('Private Dr' sign) = $ _____
☐ $ 50 x _____ (# address markers)= $ _____

☐ $ 50 if renaming road voluntarily

A check for $ _____ is attached.

8. **What addresses will be affected by this new Road Name?** Please indicate the property owners and existing physical addresses that are located on the Roadway and will be affected by this change.

PROPERTY OWNER	CURRENT PHYSICAL ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

9. **Signatures of those using the Roadway:** 51% of ALL those using the Roadway to access their property must agree and sign the petition to name or rename the Roadway (*use additional pages if necessary*):

PRINTED NAME	PHYSICAL ADDRESS	SIGNATURE
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		