

**CANYON COUNTY ORDINANCE NO. \_\_\_\_\_**  
**AMENDING CANYON COUNTY ADDRESSING ORDINANCE**  
**NO. 06-05-01 through 06-05-25**

AN ORDINANCE AMENDING CANYON COUNTY ADDRESSING ORDINANCE NO. 06-05-01 through 06-05-25; PROVIDING FOR A TITLE; GENERAL PROVISIONS; APPLICABILITY; DEFINITIONS; DIRECTOR; REQUIRED APPROVALS; STREET NAMES; STREET SIGNS; ADDRESSES; DISPLAY OF ROAD ADDRESS NUMBER; PENALTIES AND ENFORCEMENT; VARIANCES AND APPEALS; AND AN EFFECTIVE DATE.

**BE IT ORDAINED** by the Board of County Commissioners, Canyon County, Idaho:

The Canyon County Code of Ordinances, Chapter 6, Article 5 (Ord. 84-003, 5-1-84, eff. 5-8-84) is amended as follows:

**Article 5**  
**ADDRESSING**

**SECTION:**

06-05-01: Title  
06-05-03: Definitions  
06-05-05: General Provisions  
06-05-07: Applicability  
06-05-09: Director  
06-05-11: Required Approvals  
06-05-13: Street Names  
06-05-15: Street Signs  
06-05-17: Addresses  
06-05-19: Display of Road Address Numbers  
06-05-21: Penalties and Enforcement  
06-05-23: Variances and Appeals  
06-05-25: Effective Date

**06-05-01: TITLE:**

These regulations shall be known and cited as the *CANYON COUNTY ADDRESSING ORDINANCE*. (Ord. \_\_\_\_\_)

**06-05-03: DEFINITIONS:**

As used in this article, the following terms mean:

**DIRECTOR:** The Canyon County Development Services Director or his/her designee.

**DISTRICT:** Canyon County Highway District numbers 1, 2, 3 and 4.

**DRIVEWAY:** A means of providing vehicular access from either a street or private roadway to a residential dwelling.

**OFFICIAL STREET NAME LIST:** The list containing the official street names within the unincorporated area of Canyon County composed of all street names approved and maintained by the. The list should also contain the official street names for incorporated areas within Canyon County.

**PRIVATE ROAD:** A privately owned and maintained access providing vehicular and pedestrian access to more than two (2) permanent residences.

**STREET/ROAD:** A right of way providing vehicular and pedestrian access to adjacent properties and includes the terms street, drive, court, circle, private street, road, avenue, boulevard, lane, place or any other such terms.

**STREET/ ROAD DESIGNATION:** One of the following labels attached to the name of a street: avenue, boulevard, court, drive, lane, place, road, street or way.

**06-05-05: GENERAL PROVISIONS:**

1. Authority: This article is authorized by sections 31-714, 31-828 of the Idaho Code and article 12, section 2, of the Idaho Constitution.
2. Purpose: The purpose of this article is to promote the public health, safety, general welfare, peace, good order, comfort and convenience of the county and the inhabitants thereof and to provide for:
  - A. The coordination of street names and a numbering grid system;
  - B. Coordination of addresses for the quick efficient delivery of emergency services;
  - C. The administration and enforcement of this article by defining the powers and duties of the Director.
3. Fee(s): a fee is required to process a request for change of a public or private road name, an appeal of any decision by the Director for a variance. Such fee(s) are established by Board resolution.
4. Prohibited: It shall be unlawful for any person to:
  - A. Erect or install a street name sign that has not been approved according to Canyon County Code;
  - B. Remove, alter, change or deface a street name sign erected or installed as provided herein;
  - C. Place, post or assign addresses not approved or assigned by the Director;
  - D. Refuse to post addresses that have been approved or assigned.
5. Saving Clause: Should any action or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or a part thereof other than the part declared to be unconstitutional or invalid.

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**06-05-07: APPLICABILITY:**

This article shall apply to all lands within the unincorporated area of Canyon County subject to the following exceptions:

1. The unincorporated area addressed by the city of Nampa described as follows:
  - A. All land that lies within the current City of Nampa Impact area as approved by the Board.
2. The unincorporated area addressed by the city of Caldwell described as follows:
  - A. All land that lies within the current City of Caldwell Impact area as approved by the Board.

**06-05-09: DIRECTOR:**

1. Appointment: The Board appoints the Director of Canyon County Development Services to carry out the provisions as herein specified.
2. Duties:
  - A. The Director shall compile and maintain an official street name list.
  - B. All street names shall be approved by the Director within the unincorporated area of the county designated for addressing by the county.
  - C. All address numbers shall be assigned by the Director within the unincorporated area designated for county addressing.

**06-05-11: REQUIRED APPROVALS:**

Approval shall be obtained from the Director, according to provisions and requirements of this chapter for:

1. The right to use a street or private road name, its accompanying street designation and right to install a sign for a street.
2. An address number for a residence, business, industry, structure or property including site addresses.
3. Proposed street and private road names for:
  - A. New subdivisions:
  - B. Proposed new private roads:
  - C. New streets or realignment of old streets by Districts or ITD:

**06-05-13: STREET NAMES:**

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The naming or renaming of streets or private roads in the county shall be subject to the following standards:

1. There shall be no duplication of street names by sound or spelling within Canyon County including within the incorporated areas. ← - - - - Formatted: Bullets and Numbering
2. Differentiation of street names shall not be by the addition of a street designation such as road, street, avenue, lane, etc.
  - A. No street designations shall be used other than the one that is approved by the county.
3. Where the proposed street is on the alignment and continuation of the existing street, or where the street is on the same alignment but not linked to an existing street, the name of the existing street shall be applied; provided, there are not natural barriers such as lake, river, interstate, highway, etc., in which case the name may be changed. This standard shall apply to public and private roads. ← - - - - Formatted: Bullets and Numbering
  - A. A proposed street or private road shall be considered in general alignment with an existing street or private road, if the centerline of the proposed street or private road is no farther than one hundred fifty feet (100') from centerline of an existing street or private road.
  - B. Where a proposed street or private road connects or aligns with two (2) differently named streets, the Director shall decide the name to be used, giving consideration to the length, road classifications, and number of residents affected.
  - C. A proposed street or private road which aligns with an existing street or private road should carry the correct street designation even though the existing street designation may be incorrect.
4. If a street makes a very obvious change in direction, a new street name may be assigned. ← - - - - Formatted: Bullets and Numbering
5. Both portions of an “L” shaped street shall carry the same name if either leg is 100 feet or less in length; all others shall carry two (2) names.
6. A cul-de-sac that has an overall length of more than 100 feet (as measured from the centerline of the principal street to the point of radius) shall carry a new name, and must be named in accordance with the provisions herein.
  - A. A cul-de-sac that has an overall length of 100 feet or less shall carry the same name and the same designation as the street from which it emerges.

7. Street names for a proposed subdivision shall be shown on the preliminary plat and approved prior to the filing of the final plat in accordance with the provisions of this article and:

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- A. No plats shall be approved until all provisions of this article have been complied with;
- B. Applicants shall erect street name signs at their own expense, in accordance with the county standards.

8. All new road /street designations shall adhere to the following:

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- A. Avenue: A north-south street generally running in a straight line.
- B. Boulevard: A major roadway that may meander or run in any direction. The use of these terms must be approved by the Director.
- C. Circle or Loop: Short streets which return to themselves or begin and end in the same street.
- D. Court: an east-west cul-de-sac.
- E. Lane: A private road
- F. Place: A north south cul-de sac.
- G. Drive: A street generally meandering in an east-west direction.
- H. Road: A designated street which extends through urban and rural areas.
- I. Street: may run generally in an east-west direction.
- J. Way: A street generally meandering in a north-south direction.

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9. No streets and/or private roads should begin with the prefix north, south, east or west and shall not be used as a differentiation between new street names.

10. In determining street names along Base Line Road: When a north-south running street exists along Base Line Road, that portion of roadway south of Base Line Road shall carry the suffix 'SOUTH' after its proper designation when there is a continuation of that roadway north of Base Line Road. This may include re-naming existing roadways that do not meet this standard.

11. Changing an existing street or private road name requires a public hearing by the Board and an affirmative action by the Board before any name change shall take effect. All property owners having frontage on the affected street or private road shall be notified by mail of the public hearing at least thirty (30) days before the hearing.

12. Where there is an existing unnamed street providing access to more than two (2) permanent residences and it is determined by the Director that such creates erroneous, ambiguous and/or confusing circumstances or when additional residences are added to such a street the Director may assign a new road name and addresses. This provision shall apply to public and private roadways.

13. Words that are difficult to spell or pronounce are generally prohibited. The Director may reject a street name if the street name is found to be vulgar, rude or offensive. Private road names cannot be first, last names, or initials. If the parties who have the legal right to utilize the road cannot agree on a name, Development Services Department will take suggestions from all parties and make the final decision and approval.

**06-05-15: STREET SIGNS:**

1. All street signs including signs for re-named streets shall be located and designed in accordance to county standards and conform to the Manual on Uniform Traffic Control Devices (MUTCD).
  - A. Private road signs shall also conform to highway district standards and the MUTCD in location and design including that private road signs shall have a reflective blue background.
2. It shall be the responsibility of the applicant, developer or entities using the street to install the required signs in each of the required locations.
  - A. Private road signs are to be maintained in good condition by the property owners, homeowner's associations or entities who utilize the private road.
  - B. Public Street signs will be maintained at the expense of Canyon County highway district numbers 1, 2, 3 and 4.

**06-05-17: ADDRESSES:**

1. Addresses will consist of a street number and road name. All street numbers shall conform to the county grid system. The general standards used in the street address grid system are as follows:
  - A. There shall be one thousand (1,000) numbers per mile;
  - B. North and South numbers shall begin with zero at the Base Line Road near Melba;
  - C. West Numbers begin at the Boise Meridian in Ada County and number west from that meridian. The first mile in Canyon County, McDermott Road, will be the four thousand (4,000) mile.
2. The owner and/or occupants of every dwelling and business shall place or install or allow to be placed or installed in a position visible from the street, address numbers as hereinafter directed. The general requirements for addressing are as follows:
  - A. Only one number shall be assigned to each business use or dwelling unit;
  - B. All address numbers shall be assigned based on the location of the structure in relation to the street it fronts;

- C. All addresses located on the north and east sides of the streets shall be even numbers; all addresses located on the south and west sides of the streets shall be odd numbers. These requirements may be varied in the case of winding streets or circles. When a street has been determined to be running in predominately one direction, the numbering may continue as determined by the Director.
3. Corner properties shall be addressed off of the street which the primary structure fronts.
  4. Apartments, campuses, strip malls, and other such developments may only have one address number assigned depending on the design and lay out of the development; with additional building or suite numbers assigned within the development.
  5. Manufactured housing or mobile homes shall be assigned individual street addresses according to the requirements herein, whether they are located on individual lots or in developed parks.
  6. An existing street address may be re-numbered by the Director when it is confusing or hinders emergency personnel in locating the given address. Address numbers, including re-numbered addresses, shall be maintained at the expense of the owner(s).

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#### **06-05-19: DISPLAY OF ROAD ADDRESS NUMBERS**

1. Approved residential address numbers a minimum of six (6) inches in height and in a contrasting color shall be placed on all new buildings in such a position as to be clearly visible and legible from the street or road fronting the property.
2. Commercial, Industrial, and public building addresses must be approved by the county. Approved address numbers for commercial, industrial and public buildings shall be a minimum of ten (10) inches in height and shall be placed on all buildings in such a position as to be clearly visible and legible from the street or road fronting the property and the placement of address numbers shall be approved by the local fire department.
2. When a building is set back from the public way on a private lane and/or the address is not visible from the street or road fronting the property, in addition to the building address number required by this section, there must also be placed on a post adjacent to the private lane an address number that shall be a minimum of four (4) inches in height and shall be reflective.
3. During any construction properties will be posted in such a position as to be clearly visible and legible from the street or road fronting the property.

**06-05-21: PENALTIES AND ENFORCEMENT**

1. When the Director finds a violation of this ordinance, the owner of the property shall be notified of the violation in writing, via first class mail. Notification shall indicate the parcel and the nature of the violation. The owner or applicant shall remedy the violation.
2. Penalties: Any person who shall violate or fail to comply with the provisions of this article shall be guilty of a misdemeanor for each day it is in violation and shall be punished as provided in Idaho Code § 18-113.

**06-05-23: VARIANCES AND APPEALS:**

1. Appeals: Any person(s), firm, or corporation may appeal a decision of the Director. Such an appeal must be filed within fifteen (15) calendar days of the Director's decision being appealed.
  - A. A notice of appeal shall be submitted to Development Services in writing together with the filing fee.
  - B. The applicant must state the reasons why the Director's decision should be overturned and the burden of proof is on the applicant to show that approval will not cause an adverse effect to the health, safety and welfare of the community. In granting an appeal the board may impose any necessary conditions.
  - C. Appeals shall be submitted and processed in accordance with the procedures outlined in Canyon County Code, Article 5.
2. Variances: The standards and requirements of these regulations may be modified or varied by the Board if public interest is still served and when the enforcement of the rules will result in extraordinary hardship for those affected.
  - A. An applicant for such a variance must state the extraordinary hardship caused by the regulations and prove said approval will not cause an adverse effect to the public health, safety and welfare of the community. In granting any variance or modification, the board may impose any conditions necessary, in order to secure substantial compliance with the general principles of this chapter.
  - B. Variance application shall be submitted and processed in accordance with the procedures outlined in Canyon County Code, Article 5.

**06-05-24: EFFECTIVE DATE:**

This Ordinance shall be and is in full force and effect upon the date of its passage, approval and publication as provided by law in one (1) issue of the Idaho Press-Tribune.