

R E P O R T



To: CITY COUNCIL
FROM: DEB WALKER, MANAGEMENT ASSISTANT
SUBJECT: STREET NAME CHANGES
DATE: JULY 2, 2007

The "Addressing" Ordinance NS 1999 gives the guidelines for street name approvals. Section 10.9.6 Street Naming Requirements are as follows.

- (1) All new public and private streets shall be given a name in accordance with the provisions of this ordinance, and as approved by the Community Development Director.
- (2) The name shall be limited to a maximum of two (2) words not including the directional or street suffix.
- (3) Street names shall be continuous. When a new subdivision puts in a street that connects to an existing street, the existing street name will be continued.
- (4) The street name shall not be a duplicate of a street name already in use (unless it is a small court off of that street; see (j) below), even if the suffix (avenue, driveway, etc.) is different unless there is reasonable assurance that those so named street sections will be connected in the future. New streets shall be designated as numbered streets only if they fall on the gridline and there are reasonable assurances that the street will connect with another section of the numbered street. Public and private streets shall be further named as follows:

The ordinance also gives guidelines for street name changes in Section 10-9.9 and 10 and they are as follows

Section 10-9.9 Renaming Streets. The Bend City Council or the Planning Commission may initiate changing the name of any street within the City of Bend. Where the Council initiates such change it shall be referred to the Planning Commission for its recommendation. A property owner may request a change in the name of a street by making an application with the Community Development Department.

A public hearing shall be held before the City of Bend Planning Commission on any proposed street name change. Notice of the public hearing shall be given by mail to all property owners and residents abutting the street in question. The

Planning Commission shall then make a recommendation to City Council regarding the proposed name change. A public hearing shall then be held before the City of Bend City Council to consider the recommendation and ordinance changing the name to the proposed name. The new name will become effective thirty (30) days after the ordinance is approved.

Section 10-9.10 Application for Street Name Changes.

- (1) The application shall contain the following information:
 - (a) Name of applicant;
 - (b) Proposed street name, with two alternative choices;
 - (c) Reason for request;
 - (d) Location of street (include from and to address numbers as well as names of all cross streets; tax map number);
 - (e) Attach one copy of County Assessor's map showing subject area (11x17 or smaller), or one copy of the recorded subdivision plat (11 x17 or smaller) and a pdf file of the map and plat;
 - (f) List of the names and addresses and zip code of each owner and resident (husband and wife) of all property abutting the street;
 - (g) Signature of at least 51 percent of the residents and property owners abutting the street proposed to be changed, signifying they agree with the proposed name change on a petition.
 - (h) A vicinity map with north arrow that indicates projected streets that will have future connectivity and any existing streets that may continue.
- (2) A fee in the amount prescribed by resolution of the council shall be submitted with application.
- (3) The following criteria shall be used in determining whether or not an existing street name shall be changed:
 - (a) The street name causes confusion and a new name will improve or clarify the identification of the area.
 - (b) The street name sounds like another street name or is spelled similarly and causes confusion.
 - (c) Street names that are words other than proper names and are deliberately misspelled to emphasize a pun or other frivolous association with another word or slang term, resulting in confusion will not be allowed.
 - (d) The street is known by more than one name.

- (e) The street is different than the name of the street of which it is a continuation or the street is in more than one section interrupted by topographical barriers.
- (4) Person(s) receiving notice of the street name change shall promptly notify affected tenants or other occupants of the proposed name change.

There are two types of street name changes: citizen initiated and City of Bend initiated. Citizen initiated is self-evident by the criteria needed to make application as stated above in the ordinance. The City of Bend initiated street name changes for the most part are the result of a land use decision. Other reasons initiated by the City are correction of an error at time of platting, duplicate names, safety issues or at Council's direction.

Citizens who initiate a street name change must have a signed affidavit from 51% of those who will be affected by the street name change agreeing to the new proposed name. The proposed street name must also be approved by the Deschutes County Address Coordinator and the City of Bend. The citizen makes application with the city, pays the fees (\$990.00 at this time) and provides the affidavits from residents and property owners of the street in question.

Process for Staff:

After receiving an application or when a land use decision approval takes place that requires action, staff reserves a public hearing date with the Planning Commission. Transmittals are sent out to the Fire Department, the Police Department, Deschutes County 911 Services, US Postal Service, Pacific Power, Bend Garbage & Recycling, Cascade Disposal, the local neighborhood association, Deschutes County Address Coordinator, the City Traffic Engineer, the Engineering Division, Public Works – Streets Division, Long Range Planning and the Building Division. These transmittals ask for comment on the proposed name change.

A legal notice is placed in The Bulletin 10 days prior to the public hearing. A public hearing notice is mailed to property owners and citizens living on the street in question at least 20 days prior to the public hearing. A staff report (which contain a summary of the comments from the transmittals sent out or public comment) is prepared for the Planning Commission and sent out in the agenda packets. The public hearing is held before the Planning Commission and a recommendation is prepared from the Planning Commission to the City Council.

After the Planning Commission public hearing, staff reserves a public hearing date before the City Council. A legal notice is placed in The Bulletin 10 days prior to the public hearing. A public hearing notice is mailed to property owners and citizens living on the street in question at least 20 days prior to the public hearing. An issue summary is prepared for the Council. The issue summary and the Planning Commission recommendation are sent out in the agenda packets. The public hearing and first reading are held before the Council. If City Council

approves the street name change, a second reading will be held at the following Council meeting. Thirty days after the final approval of the street name (second reading), the new name takes effect. City staff, prior to the effective date, sends out notices to all affected parties, the US Postal Service, Deschutes County 911 Services, the Fire Department, the Police Department, US West Communications, Deschutes County GIS, Pacific Power, UPS, Bend Garbage, Cascade Disposal, Ameri-Title, Qwest, Bend Broadband, Cascade Natural Gas, BMPRD, COID, Deschutes County Clerk, Central Electric Co-op, Roats Water, Avion Water, Post Office National Association of Letter Carriers, Flake Bros., Moonlight Mailing, BMDA, Murray & Holt and internal city departments.

Street name approval is required on all plats (new subdivisions, replats or partitions) as well. There is no application or fee required for this service. In order to have the street names approved on subdivision or partition plats, the developer must supply to the city the following:

- 1) Land use planning file number for the partition, replat or subdivision.
- 2) All tax map and tax lot number(s).
- 3) An 8 ½ X 11 subdivision map with North arrow.
- 4) An 8 ½ X 11 vicinity map with North arrow; and large enough to discern subject property, adjacent roads and surrounding subdivisions.
- 5) Road name approval letter from the Deschutes County Address Coordinator.
- 6) Projected roads that will have future connectivity and any existing roads that will continue into the new subdivision.

The three street name changes presented to City Council on June 20, 2007 were initiated by staff because of Ordinance NS 1999, Section 10-9.6 (3) which states:

- (3) Street names shall be continuous. When a new subdivision puts in a street that connects to an existing street, the existing street name will be continued.

New development will cause street connections between two streets with different names upon occasion. Unfortunately, citizens are affected when the name of the street on which they reside or conduct business has a street name change.

For the most part, many citizens understand the need to change the name of the streets in order to have one name for a continuous street. While it is true that many streets in Bend have more than one name as they have connected over the years, the Community Development Department has been making every effort to follow the ordinance and assign only one name per continuous street.

Using one name for a street is essential to emergency services. One street name for continuous streets reduces confusion for emergency services as well as visitors, mail delivery and other services. It is unfortunate that a choice must be made from two existing street names when streets with separate names are connected as the city develops. Ordinance NS 1999, Section 10-9.1 Intent states "The City of Bend finds that it is necessary for the protection, safety and welfare of the residents of Bend to establish and enforce a systematic address numbering and street naming procedure to facilitate the location of buildings by emergency services and others." The city needs to remain as consistent as possible in procedures for naming and renaming continuous streets.

Historically, staff has made every effort to base the name change on the least amount of address changes for the least amount of impact to the public. Another basis for the choice of one street name over the other could be which street was platted first or which street was least developed. Another basis for a name change could be which streets received the least amount of response and testimony at the public hearings when all things are equal. The best possible solution is to cause the least amount of trouble for the public. Change is always difficult but when the dust settles and a little time passes, most people find that the change is acceptable and does not cause additional trouble.

Staff often receives questions from the public inquiring why the streets in Bend have so many names for one street often citing Portland, Olney, Penn and Neff as an example. Many citizens state that out of town relatives cannot locate their homes because of multiple street names on one continuous street.

Ideally, when the city annexed in county lands, the county addresses should have been changed to city addresses to maintain the city address grid. Unfortunately, this did not happen and as a result, streets have both city grid numbering and county grid numbering. This causes a lot of confusion and causes the most hardship on emergency services. Third Street is a great example of this type of addressing confusion. There are 5 digit county addresses and 4 digit city addresses on this street. On top of the 4 and 5 digit situation, the street name causes considerable confusion as well because it is also known as Hwy 97 and Hwy 20 some with directionals and some without.

Over time and continued development, many streets have been connected and for whatever reason, error, public pressure or political pressure, the names were not changed resulting in multi-names for one continuous street. Some examples are:

- Portland, Olney, Penn, Neff
- Greenwood, Newport Avenue, Shevlin Park Road
- Purcell, Pettigrew
- Franklin, Riverside, Galveston, Skyliners
- Thompson, Meadow Lane

- Bond, Brookswood
- City Heights Dr., City View Dr.
- Glen Vista Dr., Hardy Road
- Oregon, Hawthorne
- Brosterhous, Division

As an example of a series of names that were successfully changed in the past, Reed Market going west became Arthur Street at 3rd Street and became Chamberlain at Division. Now that the changes have been made, Reed Market remains Reed Market through to Century Drive. Reed Market is now an easy street to follow. Changing a portion of Yeoman Road to Purcell is also another example.

Ann Huntington, who represents Deschutes County 911 Services, sent an email in support of one name for continuous streets from their perspective. I have attached this email for you.

I have also attached Chapter 17.93 Renaming Streets from Portland so that you could review the process that they use. Patty Stell did some research and was unable to locate any cities in Oregon comparable in size that had a written process for renaming streets.

Just as a heads up, very soon we will be sending out notices to residents and making public announcements asking that all citizens in the City of Bend limits begin using the directional quadrants in their addresses. Andrea McCullough, Communications Manager will be assisting.