

GOSHEN COUNTY LAND USE PLAN

GOSHEN COUNTY, WYOMING

Appendix I

GOSHEN COUNTY

Uniform Rural Address and Road Identification Regulations

Recommended for approval by the Goshen County Planning Commission on
April 3, 2018.

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Public Hearing and Adoption by Goshen County Board of Commissioners on
_____.

Uniform Rural Address and Road Identification Regulations

TABLE OF CONTENTS

Section 1.	PURPOSE	Page 1
Section 2.	ESTABLISHED BY REGULATION	Page 1
Section 3.	DEFINITIONS	Page 1
Section 4.	JURISDICTION OF REGULATIONS	Page 2
Section 5.	GRANT OF AUTHORITY	Page 2
Section 6.	ROAD IDENTIFICATION	Page 2
Section 7.	NAMING GUIDELINES	Page 3
Section 8.	ADDRESS NUMBERING	Page 4
Section 9.	DEVELOPMENTS	Page 7
Section 10.	REQUESTING A NEW ADDRESS	Page 7
Section 11.	ROAD SIGNS AND ADDRESS MARKERS	Page 7
Section 12.	FORMS	Page 8
Section 13.	POSTAL ZIP CODES	Page 8
Section 14.	NOTICE TO COMPLY	Page 8
Section 15.	FEES	Page 8
Section 16.	PUBLICATIONS/AMENDMENTS/REVISIONS	Page 8
Section 17.	REPEAL	Page 8
Section 18.	SEVERABILITY CLAUSE	Page 8
Section 19.	AUTHORITY	Page 8
Section 20.	EFFECTIVE DATE AND APPROVAL	Page 9

Uniform Rural Address and Road Identification REGULATIONS

Section 1. PURPOSE

These REGULATIONS define the use of a Uniform Address and Road identification system to promote the health, safety, welfare, commerce and convenience of residents throughout Goshen County.

Further, these REGULATIONS are both to enable the orderly development, installation and operation of a county-wide 911 emergency communications system that fosters the rapid and effective response of public safety personnel in meeting the emergency needs of county residents, as well as facilitating the orderly administration of other County functions pursuant to Wyo. Stat. §18-3-504, Wyo. Stat. §18-5-201 et seq., Goshen County, Wyoming Land Use Plan as revised 1997-2000, Goshen County Resolution 2007-05, Wyo. Stat. §9-8-301(a) et seq., and Wyo. Stat. §24-1-104.

These REGULATIONS shall be guided by the following principles:

- The addressing system is created to assist in emergency response efforts by providing a uniform system to aid responders in finding a particular address or location.
- The numbering system shall be designed to accommodate the growing community.
- Existing addresses in developed areas should be retained, except in cases where there are duplicate names or address numbers or numbering errors.
- All assigned addresses shall be unique with no duplication of names or numbers.
- These REGULATIONS are intended to facilitate cooperation between addressing jurisdictions and the public.

Section 2. ESTABLISHED BY REGULATION

The Goshen County Mapping Committee, hereinafter referred to as the “Committee,” was appointed by the Goshen County Board of Commissioners to oversee the development and operation of the County’s Uniform Rural Address and Road identification system and Geographic Information System Wyo. Stat. §9-8-301(a) et seq., and Goshen County Resolution 2007-05.

Section 3. DEFINITIONS

The purpose of this section is to define terms and words used throughout this document. Definitions are organized alphabetically.

Approach/Access Point – The primary point of ingress to a property.

Address – A combination of numbers, letters and words to create physical identifiers for a parcel of property and/or buildings located on a parcel.

Address Marker – the means by which the rural address number for each dwelling, business, industry or special site is displayed as defined in these REGULATIONS.

Base Map – a map used to document and coordinate the Uniform Rural Address and Road identification system in Goshen County and shall indicate all addresses in Goshen County subject to the provisions of these REGULATIONS.

Cul-de-sac – A road closed at one end.

Goshen County Mapping Committee – this Committee oversees the uniform rural addressing and road identification using a Geographic Information System pursuant to Resolution 2007-05.

Highway – all roads within this state shall be highways, which have been or may be declared by law to be state or county highways pursuant to Wyo. Stat. §24-1-101.

Linear Number System – System based on distance in miles, where each mile contains 100 potential addresses.

Planner – the person appointed by the Goshen County Board of Commissioners responsible for developing, implementing, and enforcing County land use policies, resolutions, regulations and septic permit programs. NOTE THE STATUTE for enforcement – injunctions

Rural – all unincorporated areas within Goshen County.

Road – An open way for vehicles, persons and animals, and designated as such by the Goshen County Mapping Committee.

Special Site – an area or place, typically temporary (e.g., drill sites) requiring a temporary address that will be eliminated upon Committee determination.

Subdivision – the creation or division of a lot. Tract. Parcel or other unit of land for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, industrial, commercial or public use. The word subdivide or any derivative thereof shall have reference to the term subdivision (including mobile home courts) the creation of which constitutes a subdivision of land.

Zero Point – The beginning point of number ranges assigned to a road.

Section 4. JURISDICTION OF REGULATIONS

The Uniform Rural Address and road identification system extends over all unincorporated areas within Goshen County.

Section 5. GRANT OF AUTHORITY

In accordance with these REGULATIONS, the Planner and Goshen County Mapping Committee (“Committee”) are authorized to assign address numbers and road names pursuant to Goshen County Commissioners’ Proceedings, Resolution 2007-05.

Section 6. ROAD IDENTIFICATION

This section outlines a basic system for selection and name assignment for roads in Goshen County. These provisions are created to promote consistency and avoid confusion. All road identification and naming is subject to Committee approval.

- A) A road will be named if it meets at least one of the following conditions:
 - a. It is a legally established Goshen County Road.
 - b. Deemed necessary for emergency services.
- B) For roads running north and south, road numbering will be assigned in the following manner:
 - a. Beginning at the west side of Goshen County and moving east, the section lines are numbered beginning with 1, skipping the even numbers (1, 3, 5, 7 63). Address numbers begin with the 100 block located between Road 1 and 3, the 300 block located between Road 3 and 5 ... etc., with the highest possible address being 6300.

- b. Names platted will be given a numeric alias. If a plat map is not created within Goshen County, a copy of the plat shall be provided to the Committee and included in an update. (Example, The platted name is Latigo Loop and the numeric alias is Road 72 D.).
- c. For roads running east and west, road numbering will be assigned in the following manner:
 - i. Beginning at the south end of Goshen County, section lines shall be numbered beginning with 2, skipping the odd numbers (2, 4, 6146). To avoid duplication and confusion with US Hwy 26, section gridline number 26 is excluded. Thus, road numbers go from 24 to 28. Address numbers begin with the 200 block falling between Road 2 and 4, the 400 block falls between Road 4 and 6 etc., with the highest possible address being 14600.
- d. Roads located outside of a section line are identified on the section gridline numbered in the following manner:
 - i. A section is divided into approximately equal increments (220 ft. ea.). The increments are labeled with the letters A through Z. The letters I, L, and O are excluded to reduce confusion with numbers. A measurement is taken from the section line west or the section line south of the road in question to identify the corresponding letter assignment for the section.
- e. Road Name Changes
 - i. Upon the Committee's approval of a road name change, the Committee will notify the affected property owner, the U.S. Postal Service, the Goshen County Assessor, and emergency services manager of the change.
 - ii. Any road name change will become effective on the date of the Committee's approval and the Committee shall have final determination of all road naming and addressing.
 - iii. A request may be made to change or modify an existing address or road name via the submittal of a letter to the Committee describing the nature of the requested modification as well as the signature/s of property owner/s whose address will be affected by the change, unless waived by the Committee.
 - iv. The Committee shall review and approve or deny all address and road name change requests at their sole discretion generally consistent with the principles of these REGULATIONS.

Section 7. NAMING GUIDELINES

- A) Road names shall:
 - a. Be written in English.
 - b. Be short and easy to pronounce, spell and write.
 - c. Avoid appearance of favoritism.
 - d. Retain historically used naming, where possible.
 - e. Avoid frivolous or complicated words and unconventional spellings.
 - f. Not include special characters, such as hyphens, apostrophes or dashes.
 - g. Not include numbers embedded within a name, for example, "Apollo13".
 - h. Not be exact or approximate duplications of existing roads within Goshen County. New road names cannot be similar sounding to others in Goshen County, i.e. Warren Drive will be avoided since there is already a Warren Avenue.
 - i. Not be homonyms (i.e., having the same or similar pronunciation but different spellings, i.e., Smith, Smyth or Smythe; Ellis or Allice; Allen or Alan).

- j. Retain the existing name if a new road segment is a logical continuation of an existing or platted road. Generally, road names shall continue if there is a minor jog in the road across an intersection. Names shall continue only across minor interruptions where the offset of the interruption is 100 (one hundred) feet or less, unless approved by the Committee. Cul-de-sac names may be a continuation of a road name across an intersection.
 - k. Not be bizarre, obscene, similar sounding to obscene words, difficult to pronounce, complicated or those which may have a double meaning. While this may be a matter of taste and judgment, it will also be a basis for rejecting a name proposal.
- B) New developments shall:
- a. Name roads during the development process. The developer shall propose the naming of all subdivision roads at the time of filing the preliminary plat. The Planner and Committee will review and either approve or deny road names to ensure conformity with existing roads and these REGULATIONS. Rejected road names may be re-named and resubmitted for approval.
 - b. Use road names corresponding to a single theme in a subdivision and new road names in existing subdivisions should be consistent with the existing theme. Examples of subdivisions in both the city and county with theme names include Brethour Subdivision and Cottonwood Estates. In Brethour, names are derived from counties in Wyoming, such as Albany Street, Campbell Drive and Hot Springs Court; while in Cottonwood, names correspond to trees such as Aspen, Cottonwood, and Willow. As with all individual road names and subdivisions, themes should be chosen to avoid duplication with other areas of the county or other names in the subdivision. Names with the same or similar sounds or words shall not be used as themes in subdivisions. For example, a subdivision named Mountain Range Estates may not use names such as Rocky Mountain Drive, Mount Shasta Way, Boulder Mountain Court or Mount Lone Pine Lane, as the same word is repeated multiple times (Mount and Mountain).

Section 8. ADDRESS NUMBERING

- A) This section provides a system for assigning property address numbers. Several factors are considered when assigning property address numbers. Those factors include:
- a. The approach/access point of the property.
 - b. The side of the road on which the property is located.
- B) Linear Numbering System.
- a. The Committee will assign address numbers using distances from the zero point.
 - i. Sections are 5280 feet in length (the standard length of a statutory mile), divided by 50 (the number of possible numbers per side of the road) equals 105.6 feet. (i.e. $5280' / 50 = 105.6'$)
 - b. Odd/Even Number Location
 - i. EVEN numbers shall be assigned to approaches/access on the WEST side of roads running predominantly north and south and on the NORTH side of roads running predominantly east and west.

- ii. ODD numbers shall be assigned to approaches/access points to properties on the EAST side of roads running predominantly north and south and on the SOUTH side of roads running predominately east and west.
 - c. Diagonal Roads
 - i. Diagonal roads and/or meandering roads will be treated as either north-south or east-west roads.
 - d. Cul-de-sacs
 - i. Numbering will begin at the intersection of the main road and ascend towards the cul-de-sac. The cul-de-sac numbers shall precede odd around the left side of the circle and even around the right side, progressing in the direction that the numbers increase. Odd and even numbers meet at the midpoint of the back of the cul-de-sac.
 - e. Mobile Home Parks
 - i. Mobile home parks shall name each road in the park and number the lots as single family dwellings following the standards for distance and direction referenced in this document.
 - f. Multiple Unit Buildings
 - i. Every structure with more than one principal use or occupancy shall have a separate number for each use or occupancy. For example, duplexes will have two separate numbers, the property number followed by unit number.
- C) Address numbers designate the following:
- a. The first two or three digits indicate the section line grid number that the location is north or east of. The last two numerical digits of an address indicate the distance from the section line grid number referenced to the approach/access point, divided by 5280 feet.
 - b. When a single approach/access point is the primary access point for more than one residence, the first assigned address shall be designated the number only, the second assigned address shall be designated the number and #A, etc.
 - c. Example of multiple unit address
 - ii. 4128 Road 32
 - iii. 4128 Road 32, #A
 - iv. 4128 Road 32, #B
- D) The correct way to write the physical locations for postal standards is as follows:
- a. Wyoming State or State HWY is written "State Highway" i.e. 6252 State Highway 92
 - b. US Highway or HWY is written "US Highway" i.e. 6662 US Highway 85
 - c. Combined Highway US 26/85 is written 26-85 (some postal computers will not accept "/") i.e. 4543 US Highway 26-85
 - d. County Roads are written as the address followed by the Road number, i.e. 7050 Road 39

Assignment of Address Numbers

#	North & West #’s	South & East #’s	Distance in Feet	From Point	Zero
1	0	1	0.0	105.5	
2	2	3	105.6	211.1	
3	4	5	211.2	316.7	

4	6	7	316.8	422.3
5	8	9	422.4	527.9
6	10	11	528.0	633.5
7	12	13	633.6	739.1
8	14	15	739.2	844.7
9	16	17	844.8	950.3
10	18	19	950.4	1055.9
11	20	21	1056.0	1161.5
12	22	23	1161.6	1267.1
13	24	25	1267.2	1372.7
14	26	27	1372.8	1478.3
15	28	29	1478.4	1583.9
16	30	31	1584.0	1689.5
17	32	33	1689.6	1795.1
18	34	35	1795.2	1900.7
19	36	37	1900.8	2006.3
20	38	39	2006.4	2111.9
21	40	41	2112.0	2217.5
22	42	43	2217.6	2323.1
23	44	45	2323.2	2428.7
24	46	47	2428.8	2534.3
25	48	49	2534.4	2639.9
26	50	51	2640.0	2745.5
27	52	53	2745.6	2851.1
28	54	55	2851.2	2956.7
29	56	57	2956.8	3062.3
30	58	59	3062.4	3167.9
31	60	61	3168.0	3273.5
32	62	63	3273.6	3379.1
33	64	65	3379.2	3484.7
34	66	67	3484.8	3590.3
35	68	69	3590.4	3695.9
36	70	71	3696.0	3801.5
37	72	73	3801.6	3907.1
38	74	75	3907.2	4012.7
39	76	77	4012.8	4118.3
40	78	79	4118.4	4223.9
41	80	81	4224.0	4329.5
42	82	83	4329.6	4435.1
43	84	85	4435.2	4540.7
44	86	87	4540.8	4646.3
45	88	89	4646.4	4751.9
46	90	91	4752.0	4857.5
47	92	93	4857.6	4963.1
48	94	95	4963.2	5068.7
49	96	97	5068.8	5174.3
50	98	99	5174.4	5279.9

Section 9. DEVELOPMENTS

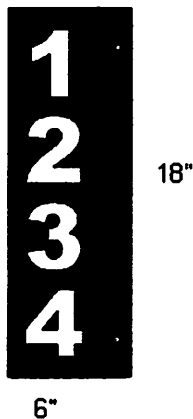
- A. Development owners will follow these REGULATIONS when developing a subdivision. The subdivision owner or their representative shall meet with the Committee to review the plan to avoid duplicate or conflicting road names or numbers. Subdivision owners are required to provide and maintain road signs within their subdivision that comply with these REGULATIONS.
- B. Subdivisions or parcels in existence prior to the adoption of these REGULATIONS will be addressed on a case by case basis.

Section 10. REQUESTING A NEW ADDRESS

- A) All requests for new addresses shall be provided for in writing by submitting an Address Application or Commercial/Industrial Address Application to the Committee. Applications must be accompanied by a Goshen County Public Works Construction Permit provided the request for an address arises from construction of a new approach/access point, or modification of an existing approach/access point. The applicant is responsible for payment of any and all fees prior to being issued an address.

Section 11. ROAD SIGNS AND ADDRESS MARKERS

- A) Address markers should be placed at the approach/access point to a specific property.
 - a. Markers shall be placed approximately fifteen feet (15 ft.) from the edge of the driveway.
 - b. Markers should also be within one to one and one-half feet of the right-of-way.
- B) It is recommended that markers be blue in color with three (3) inch white lettering. Both the sign and the lettering will be reflective and measure six (6) inches wide and eighteen (18) inches tall (6"x18"). These signs should be similar or equal to blue vertical 911 address signs found at SafetySign.com. See below.



- C) It shall be the responsibility of each and every property owner of every residence, farm, apartment building, business, industry or special site to continue to display the assigned address number once installed.

Section 12. FORMS

The Committee, Planner, Surveyor, and Road and Bridge Department may develop and publish documents needed to promote and execute these REGULATIONS. These documents may be developed, adopted, revised or cancelled subject to the approval of the Committee.

Section 13. POSTAL ZIP CODES

Postal community zip codes are assigned by the United States Postal Service (USPS).

Section 14. NOTICE TO COMPLY

All residents affected by these REGULATIONS shall comply with the provision herein.

Section 15. FEES

The Committee shall establish a fee schedule for services provided within the scope of these REGULATIONS.

Section 16. PUBLICATION/AMENDMENTS/REVISION

These REGULATIONS shall be published in accordance with Wyo. Stat. §16-3-101 et seq., and filed with the Goshen County Clerk's Office. Amendment of these addressing standards, guidelines and procedures may only be done through the Committee with approval by the Goshen County Board of Commissioners, in accordance with law.

Section 17. REPEAL

All prior regulations or parts of regulations in conflict with the provisions of these REGULATIONS are hereby repealed.

Section 18. SEVERABILITY CLAUSE

If any section, provision or part of these REGULATIONS is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of these REGULATIONS as a whole, or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 19. AUTHORITY

- A) Goshen County relies on the following authorities (but not limited to) to enact and enforce these REGULATIONS
- a. Goshen County, Wyoming Land Use Plan as revised 1997-2000
 - b. Goshen County Resolution 2007-05
 - c. Federal Pipeline Safety Emergency Notification Act of 2007
 - d. Wyoming Emergency Telephone Service Act §§16-9-101 through 16-9-108

- e. Wyo. Stat. §9-8-301(a) et seq.
- f. Wyo. Stat. §16-3-101 et seq.
- g. Wyo. Stat. §18-5-201 et seq.
- h. Wyo. Stat. §18-3-504
- i. Wyo. Stat. §24-1-104
- j. Wyo. Stat. §24-3-201 et seq.
- k. Wyo. Stat. §34-12-103

Section 20. EFFECTIVE DATE AND APPROVAL

- A) These REGULATIONS shall become effective upon publication in accordance with Wyo. Stat. §16-3-101 et seq.

Passed by Goshen County, Wyoming Goshen County Board of Commissioners on the _____ day of _____, 2018 and approved this _____ day of _____ 2018.

Carl Rupp, Chairman

ATTEST:

Cindy Kenyon, County Clerk

Publication of these REGULATIONS was made in the *Torrington Telegram*, on the _____ day of _____, 2018. See attached legal notice.