

Ellinger
Myers
Lawless
Beard
Feigel
Crosbie
McChord
Martin
Henson
Lane

SERVICES COMMITTEE

December 1, 2009

1:00 P.M.

A G E N D A

1. **Address & Firegate Identification/Numbering-** Lane (1-54)
2. **Private Solid Waste Providers -** Gorton (55-56)
3. **Loading & Unloading -** James (57-61)
4. **Items in Committee** (64)

"Services Committee, to which should be referred matters relating to public safety, public works, urban county courts, and constitutional officers."

Council Rules & Procedures, Section 2.102(3)

ORDINANCE NO. ____ - 2009

AN ORDINANCE AMENDING SECTION 17-2 OF THE CODE OF ORDINANCES, LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT TO DELETE THE DEFINITION OF FIRE GATE AND TO RENUMBER THE REMAINING SUBSECTIONS, TO REPLACE THE TERM NUMBERED WITH THE TERM ASSIGNED AN ADDRESS, TO ADD THE TERM ASSIGNED UNIT NUMBER, TO REPLACE THE TERM PROPERTY IDENTIFICATION OTHER THAN A REGULATION STREET SIGN WITH THE TERM SITE NUMBER, TO PROVIDE FOR NUMBERS THAT CONTRAST WITH THE BACKGROUND ON WHICH THEY ARE AFFIXED, COMMERCIAL AND INDUSTRIAL BUILDING REQUIREMENTS OF NUMBERS WHICH ARE A MINIMUM OF TEN INCHES IN HEIGHT AND ONE AND THREE QUARTER INCH STROKE TO BE AFFIXED ABOVE OR NEAR THE MAIN ENTRANCE WHEN POSSIBLE, AND TO REQUIRE THAT POSTINGS CLEARLY INDICATE THE PROPER STRUCTURE FOR THAT ADDRESS, TO ADD THE TERMS UNIT NUMBER AND UNIT, TO PROVIDE FOR REVIEW AND APPROVAL OF ACTIONS BY THE ADDRESSING COMMITTEE, THE ADOPTION OF THE ADDRESSING GUIDE FOR LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT AS ADDITIONAL GUIDANCE IN NUMBERING AND ADDRESSING PROPERTIES, AND TO EMPOWER THE COMMISSIONER OF PUBLIC SAFETY TO PRESCRIBE, ADOPT, PROMULGATE AND ENFORCE RULES AND REGULATIONS, AND TO DELETE SUBSECTION 17-2(g) OF THE CODE OF ORDINANCES PERTAINING TO FIRE GATE NUMBERS; AMENDING SUBSECTION 17-2.1(a) OF THE CODE OF ORDINANCES TO ADD THE TERM OR LESS THAN TWO DIGITS AND TO DELETE THE REFERENCE TO ONE NUMBER FOR EACH TWENTY-FIVE FEET OF ROADWAY FOR NEWLY CREATED PROPERTIES; AMENDING SUBSECTION 17-2.1(c)(3) TO ADD THE TERM ARTICLES; AMENDING SUBSECTION 17-2.1(d) OF THE CODE OF ORDINANCES TO DELETE THE TERM FRONTAGE; AMENDING SUBSECTION 17-2.1(e) OF THE CODE OF ORDINANCES TO DELETE THE TERM LETTERS AND TO ADD THE TERM APPROVED; AMENDING SUBSECTIONS 17-3(b) AND (c) OF THE CODE OF ORDINANCES TO ADD THE TERM PROPERTY AND TO PROVIDE THAT ALL REQUESTS FOR CHANGES ARE TO BE SUBMITTED IN WRITING TO THE ADDRESSING OFFICE OF THE DIVISION OF ENHANCED 911, AND ARE SUBJECT TO REVIEW AND DETERMINATION BY THE ADDRESS COMMITTEE, WHICH DETERMINATION IS APPEALABLE TO THE ADDRESS BOARD; AMENDING SUBSECTION 17-4(b) OF THE CODE OF ORDINANCES TO CHANGE THE NOTICE TIME FROM FIVE DAYS TO TEN BUSINESS DAYS, TO DELETE THE REFERENCES TO FIRE GATE NUMBERS, TO SPECIFY THAT OBSTRUCTIONS TO VISIBILITY ARE VIOLATIONS, TO REQUIRE THE TEMPORARY POSTING OF NUMBERS DURING CONSTRUCTION, WHICH ARE TO BE REPLACED WITH THE PERMANENT NUMBERS PRIOR TO FINAL INSPECTION FOR OCCUPANCY, AND TO RENUMBER THE SUBSECTIONS ACCORDINGLY; AMENDING SUBSECTION 17-4.3 OF THE CODE OF ORDINANCES TO INCLUDE APPEALS OF DETERMINATIONS BY THE ADDRESS COMMITTEE AND RENUMBERING THE SUBSECTIONS ACCORDINGLY; AND AMENDING SUBSECTION 17-4.5 OF THE CODE OF ORDINANCES TO INCLUDE APPEALS OF ADDRESS COMMITTEE DETERMINATIONS TO BE MADE WITHIN THIRTY DAYS, WITH FAILURE TO DO SO CONSTITUTING A WAIVER AND FINAL DECISION; ALL EFFECTIVE ON FEBRUARY 1, 2010.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT:

Section 1 - That subsection 17-2 of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

Sec. 17-2.

(a) For purposes of sections 17-2 through 17-4, the following definitions shall apply:

(1) *Address*: A unique identification of a location which may consist of a street number, street direction, street name, street type, and unit, or any part thereof.

(2) *Property number*: An identifying number assigned to a parcel of land.

(3) *Site number*: The street number component, or any part thereof, of an address.

(4) *Building number*: The number or other designation, or any part thereof, assigned to a principal building or structure. Where there is more than one (1) principal building or structure on a property, each principal building or structure will be assigned a building number or other designation in addition to or instead of the site number.

(5) *Principal building or structure*: A structure such as an office building, apartment building, retail structure or other similar structure wherein the primary or major activity on the property takes place. The term as used in this section does not include accessory or incidental structures such as garages, storage sheds or similar structures. The division of public safety shall determine whether, for purposes of this section only, a structure constitutes a principal building or structure.

~~[(6) *Fire gate*: Signage used to identify an access point to a location.]~~

~~[(6)](7) *Private access easement*: The private right of a land owner to ingress and egress to his property over the adjoining property of another for the purpose of accessing the public right-of-way.~~

(b) All properties within the urban county shall be assigned an address ~~numbered~~ for the purposes of taxation, public safety and provision of services.

(c) All principal buildings and leasable/salable portions of such buildings which have separate and direct outside entrances shall have the site number and assigned unit number permanently and prominently displayed at the expense of the owners thereof.

(d) *Minimum criteria*. Unless otherwise provided herein, any site number ~~property identification other than a regulation street sign~~ that is required to be posted pursuant to sections 17-2 through 17-4 shall comply with the following minimum criteria or standards of visibility:

(1) It shall be made up of numbers, contrasting in color with the background on which they are affixed, which clearly identify the correct building or structure and which are ~~It shall be~~ clearly visible and identifiable at all times during daylight hours to persons in vehicles traveling in both directions of all streets or named easements from which the structure is accessed;

(2) It shall be a minimum of four (4) inches in height, except for industrial or commercial buildings or structures from which such numbers are not readily visible from the street or named easement, which shall be a minimum of ten inches (10") in height, with a minimum stroke of one and three quarter inches (1.75"), and which shall be affixed

above or beside the main entrance of such industrial or commercial building or structure whenever possible;

(3) It shall be at least three (3) feet above ground level; and

(4) It shall be affixed to the structure or displayed not more than four (4) feet from the street or named easement upon which the structure is located and addressed (i.e., on both sides of a single mailbox); however, postings which are not on the structure will only be satisfactory if they clearly indicate the correct structure.

Notwithstanding the above, where more than one (1) principal building or structure is located upon a property and where the site number is clearly displayed at the street entrance to the property, each principal building or structure shall not be required to display the site number so long as each building or structure is clearly identified by a building number or other designation.

(e) The department of public safety shall be the only department of the urban county government authorized to assign or cause to be assigned, delete, or change a property number, site number, unit number, and/or a building number where appropriate so as to ensure no duplication of numbers or street names. The department of public safety shall maintain a street index file containing the official list of valid street names. No other government entity, agency, department or division is authorized to assign site, unit, property or building numbers or street names. All such actions are to be reviewed and approved by the Addressing Committee, which is comprised of members of the divisions of enhanced 911 and its addressing office, fire and emergency services, police, planning, and GIS; the Fayette County Property Valuation Administrator's Office, and the United States Post Office, as further provided in The Addressing Guide for Lexington-Fayette Urban County Government, which is attached hereto and incorporated herein by reference as additional guidance in numbering and addressing properties, and filed with the urban county council clerk as a part of the public records of this government. In addition, the commissioner of public safety is hereby empowered to prescribe, adopt, promulgate and enforce rules and regulations relating to any matter or thing pertaining to the administration and enforcement of the provisions of sections 17-2 through 17-4, and which are not otherwise inconsistent with this ordinance.

(f) No private access easement shall be named without the prior approval of the department of public safety. All private access easements that are named with the approval of the department of public safety shall have a regulation street sign placed at each intersection of the named easement and any other named easement or street. The regulation street sign shall be purchased and erected at the expense of the owner of the private access easement unless the street sign is located at the intersection of a private access easement and the public right-of-way.

~~[(g) The department of public safety is authorized to require the posting of fire gate numbers. When fire gate numbers are required by the department of public safety, all entrances to the affected property shall have a fire gate posted. Property owners shall contact the department of public safety to obtain, if required, a fire gate number for newly constructed entrances to properties or when a fire gate number is in need of replacement. All fire gate numbers shall be added or replaced by the department of public safety.]~~

Section 2 - That subsection 17-2.1(a) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

Sec. 17-2.1.

(a) *Street number.* All addresses must contain a street number. No street number may contain more than four (4) digits or less than two (2) digits. Only whole numbers may be used in addresses. There shall be no non-sequencing of street numbers contained in addresses. Street number ranges shall be based on the Lyman Uniform Street Numbering System. The properties on Main Street, its extensions, and all thoroughfares parallel therewith shall be numbered east and west from Limestone and the properties on Limestone, its extensions, and all thoroughfares parallel therewith shall be numbered north and south from Main Street and shall be so numbered that the even numbers shall be on the south and east sides of the street and the uneven numbers shall be on the north and west sides of the street. ~~[A proper allowance of one (1) number per each twenty-five (25) feet of named roadway shall be used when properties are newly created.]~~

Section 3 - That subsection 17-2.1(c)(3) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

(c) *Street name.* All addresses must contain a street name. Such names may contain a maximum of twenty (20) letters; however, such names shall not contain fewer than two (2) letters. The following are prohibited in street names:

(3) Leading single letter phrases or articles;

Section 4 - That subsection 17-2.1(d)(4) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

(4) Structures must have ~~[frontage or]~~ an entrance easement to the street on which their address is assigned.

Section 5 - That subsection 17-2.1(e) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

(e) *Unit.* Structures with multiple units shall have each major doorway labeled with a range of numbers ~~[+ letters]~~ or other approved designations when said doorways lead to groups of

leasable/salable portions of a building. Unit designations shall be required for addresses of multi-divided structures. Such designations shall be used to distinguish individual suites, units, rooms, or apartments within the same building or structure. No more than five (5) characters may be used in such unit designations. Such designations shall contain only letters or numbers. If abbreviations are used, they must follow the United States Postal Service's Standards for Secondary Address Unit Designators.

Section 6 - That subsections 17-3(b) and (c) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby are amended to read as follows:

Sec. 17-3.

(b) Any changes, updates or modifications to a property ~~an~~ address will require the submittal of a new, updated or amended plat or such other documentation as is required by the department of public safety or the Fayette County Clerk to give notice of such change, update or modification.

(c) Any property owner requesting a change or modification to a property or site address shall be responsible for the payment of all costs incurred as a result of the change or modification. All such requests shall be submitted in writing to the addressing office of the division of enhanced 911, and shall be reviewable and subject to a determination by the Address Committee, which determination may be appealed to the address board as further provided herein.

Section 7 - That subsection 17-4(b) of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

(b) *Violations.* The following shall constitute violations:

(1) The failure of any owner of a business or residential structure to affix an address and/or building, site and/or property numbers, or any part thereof, upon a structure or other device, within ten (10) business ~~five (5)~~ days of notification by the department of public safety;

~~[(2) The failure of any owner of any property within the area where fire gate numbers are authorized to notify the department of public safety of any new entrance to such property so that a fire gate number may be placed, or when a fire gate number is in need of replacement;]~~

~~[(2)]~~ (3) The failure of any owner of a private access easement to erect regulation street signs in accordance with this section within thirty (30) days from the date the department of public safety approves said request;

~~[(3)]~~ (4) The maintenance, by any person, of an address and/or a building, site or property number ~~or fire gate number~~, or any part thereof, in such a way that it is not clearly visible and

identifiable at all times during daylight hours, including, but not limited to, the removal of anything that obstructs such visibility;

~~(4)(5)~~ Defacing, moving, removing, or causing to be moved or removed any address and/or building, site or property number, or any part thereof, affixed upon a structure or other device, ~~for any fire gate number,~~ or any part thereof, placed by lawful authority;

~~(5)(6)~~ Naming a private access easement without the prior approval of the department of public safety; or

~~(6)(7)~~ Placing or causing to be placed any sign bearing a name not approved by the department of public safety upon any private access easement.

(7) Once the appropriate building permit(s) is issued, the owner of the property is required to post the assigned numbers for the site on a temporary sign that is conspicuously posted and visible, until such time as the permanent numbers can be been displayed in accordance with the requirements of this ordinance, which is to be done prior to any final inspection for occupancy.

Section 8 - That subsection 17-4.3 of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

Sec. 17-4.3.

The address board shall have the power to:

(a) Adopt rules and regulations to govern its operation and conduct of its hearings consistent with the requirements of KRS 65.8801 to 65.8839 and local ordinances.

(b) Conduct hearings to determine whether there has been a violation of any urban county government ordinance that the board has jurisdiction to enforce.

(c) Hear appeals from determinations by the Address Committee of the urban county government.

~~(d)(e)~~ Subpoena alleged violators, witnesses, and evidence to the hearing. Any enforcement officer may serve subpoenas issued by the board.

~~(e)(d)~~ Take testimony under oath. The chair of the board shall have the authority to administer oaths to witnesses prior to their testimony before the board on any matter.

~~(f)(e)~~ Make findings and issue orders as authorized by ordinance that are necessary to remedy any violation of an urban county government ordinance that the board has jurisdiction to enforce.

~~(g)(f)~~ Impose civil fines as authorized by ordinance on any person found to have violated any urban county government ordinance that the board has jurisdiction to enforce.

Section 9 - That subsection 17-4.5 of the Code of Ordinances, Lexington-Fayette Urban County Government, be and hereby is amended to read as follows:

Sec. 17-4.5

(a) Any person affected by a citation which has been issued in connection with the enforcement of sections 17-2 through 17-4 shall have the right to appeal the citation to the address board; provided that such person shall file, with the board, or its designee, a written request for such hearing, setting forth the grounds therefore, within seven (7) days of the date of issuance of the citation. If the citation was served by mail, an extra three (3) days shall be added to the date of the issuance of the citation in calculating the time to file the written request for a hearing. In addition, any person who owns property for which the Address Committee has made a determination may appeal that determination to the address board within thirty (30) days of the date of issuance of that written determination, with an extra three (3) days to be provided in calculating the time for appeal.

(b) The secretary of the address board shall give notice of a hearing to the parties not less than seven (7) days in advance of the date set for the hearing. The notice may be served on the parties by certified mail, return receipt requested; by personal delivery; or by leaving the notice at the person's usual place of residence with any individual residing therein who is eighteen (18) years of age or older and who is informed of the contents of the notice.

(c) The notice required by this section shall include:

- (1) A statement of the date, time, place, and nature of the hearing;
- (2) A reference to the specific ordinances and regulations that relate to the issues involved;
- (3) A statement advising the parties of their right to legal counsel;
- (4) A statement advising that any party who fails to attend or participate in the hearing shall be deemed to have waived the right to a hearing to contest the citation and the determination that a violation was committed shall be considered final.

(d) If the person fails to timely appeal as provided for in subsection (a) above, he or she shall be deemed to have waived the right to a hearing to contest the citation or the determination by the Address Committee, and the determination that a violation was committed, or the determination by the Address Committee shall be final. In this event, the board shall enter a final order determining that the violation was committed and imposing the civil fine set forth in the citation or upholding the notice or decision.

Section 10 - If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unlawful by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 11 - That this Ordinance shall become effective on February 1,
2010.

PASSED URBAN COUNTY COUNCIL:

MAYOR

ATTEST:

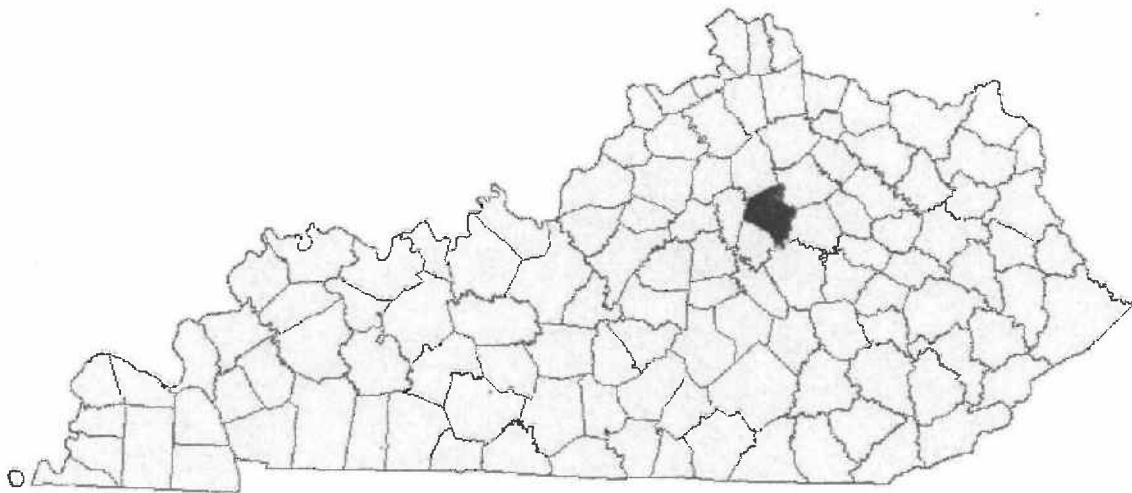
CLERK OF URBAN COUNTY COUNCIL

PUBLISHED:

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DRAFT

The Addressing Guide
for
Lexington-Fayette Urban County Government



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I. INTRODUCTION

The Addressing Guide is intended to provide a reference to the standards and procedures which are utilized to assign and/or change addresses within Fayette County and is specifically oriented for use by the Public Safety community. The guide is a compilation of existing rules, regulations (reference Ordinance 17-2 through 17-4), and procedures that have been established over many years. It is drawn from numerous Divisions within the Urban County Government as well as external organizations. The common element among all is sharing an inherent interest in being able to reliably and expeditiously identify and locate places where people live and work.

An address should uniquely identify a place in the context of a geographic reference. In a broad sense, a location can be somewhere within the Commonwealth of Kentucky, more precisely, in Fayette County which is located in the Commonwealth of Kentucky. An address can expand on a general location by specifically identifying a place along a roadway or easement which determines access. More refinement is obtained by naming roadways and then logically ordering and consistently numbering individual structures, places or things as the roadway is traversed. In some cases, it may be necessary to further subdivide individual structures by applying individual unit numbers. This guide, therefore, acknowledges a standard for all addresses which consists of a number part, and a street name. Additionally, an address may include a directional indicator, a street type, and/or a unit designation but regardless the address is based on how the structure is accessed and not on frontage.

One measurement of how well emergency services are provided is the efficacy by which a location, be it a place or a structure, can be identified. The ultimate goal of addressing in the Public Safety realm is to establish and maintain an inventory of unique addresses. Addresses are needed for any location where emergency services may need to be dispatched. Additionally, wireless communications require the establishment of more and better addresses because location becomes problematic when the signaling device is mobile.

Figures:

Fig. 1 Number Origin At Main And Limestone

Fig. 2 North/South Limestone and East/West Main Street

Fig. 3 Even and Odd Sides

Fig. 4 Lyman Numbering Downtown

Fig. 5 Lyman Numbering Fayette County

Assigned numbering of property records in Fayette County originates from the intersection of East/West Main Street and North/South Limestone in downtown Lexington.

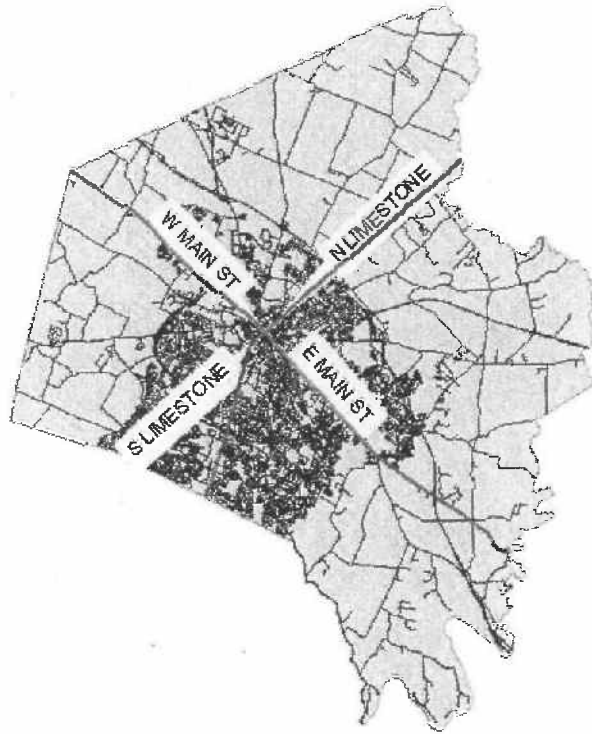


Fig. 1 Number Origin At Main And Limestone

Those properties accessed from Main Street, its extensions, and all thoroughfares which parallel it are numbered east and west respectively from the origin. Similarly, those properties accessed from Limestone, its extensions, and all thoroughfares which parallel it are numbered north and south from the origin.

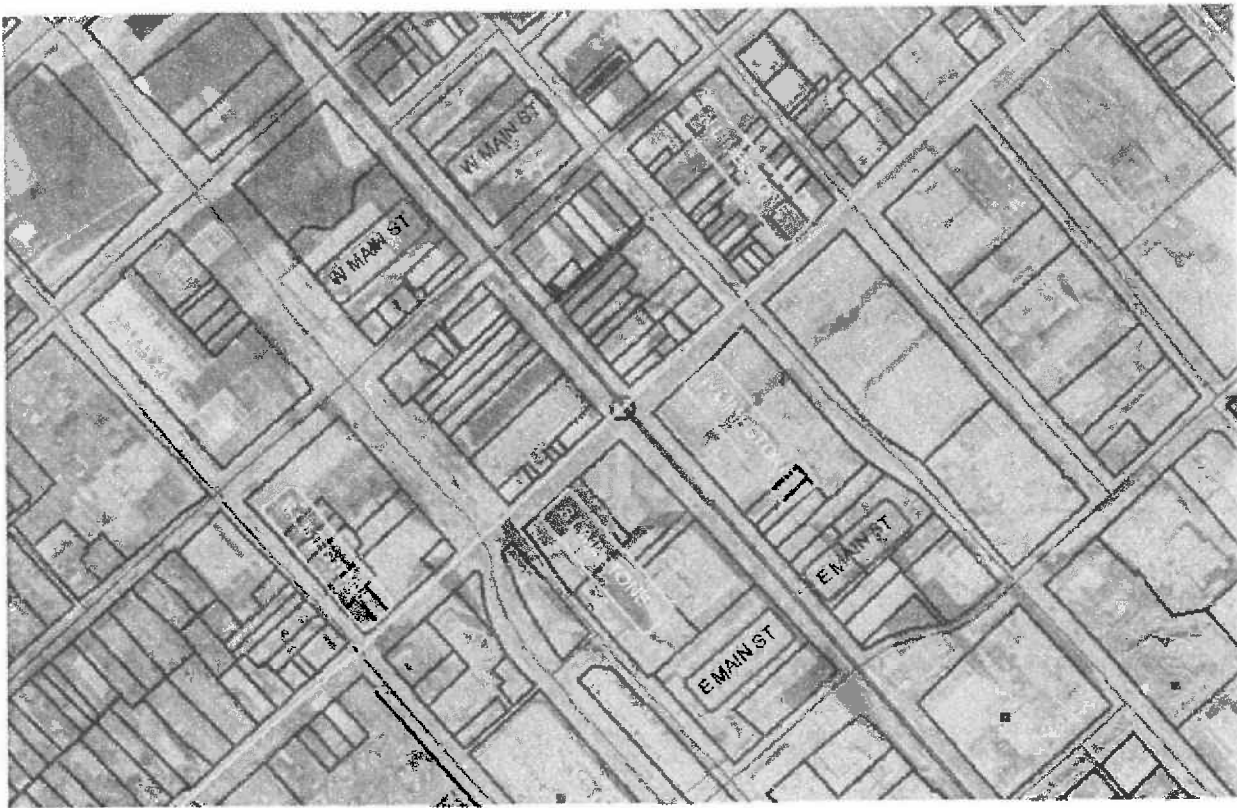


Fig. 2 North/South Limestone and East/West Main Street

Even numbers are assigned to the south and east sides of the street and odd numbers are assigned to the north and west sides.



Fig. 3 Even and Odd Sides

Number ranges for streets are loosely based on the Lyman Uniform Street Numbering System as illustrated below. Numbers increase with respect to the origin as distance increases and are assigned sequentially leaving sufficient gaps to accommodate changes or additions.

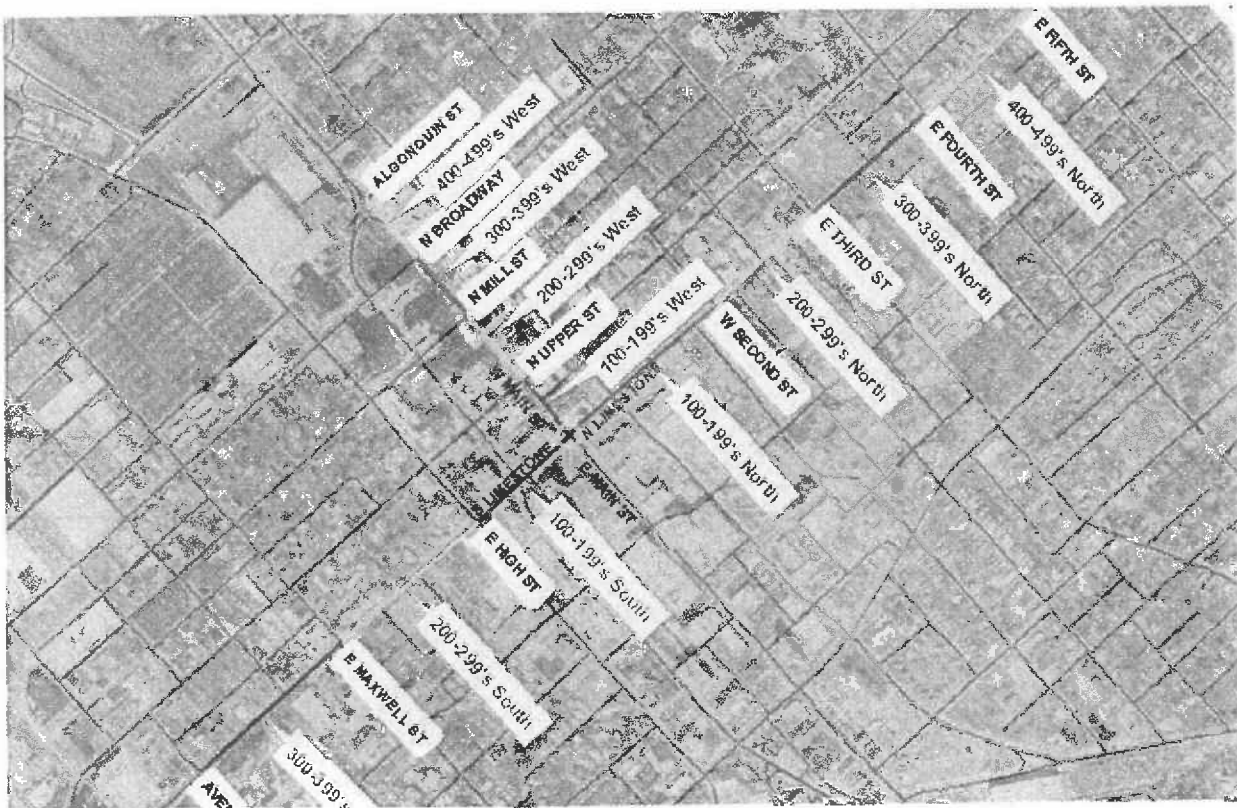


Fig. 4 Lyman Numbering Downtown



Fig. 5 Lyman Numbering Fayette County

II. TERMS AND DEFINITIONS

Access – Describes how to get to a location which in turn defines how that place or location is addressed.

Accessory Building – Incidental structures such as garages, storage sheds or similar structures where the primary or major activity on a property does not take place.

Address – A unique identification of a location which may consist of a number, direction, street name, street type, and a unit.

Address Assignment – Refers to the issuance of an address which does not require the involvement of either the Lexington City Council or the PVA Office. Examples include written notification from the Addressing Office, creation via plat and/or development plan, issuance of suites or apartment numbers, etc.

Address Change – Refers to the legal process by which property records, as recorded at the Property Valuation Administrator's Office, are changed to reflect a new or updated address.

Building Number – The number, letter, or other designation assigned to a structure or multiple structures on a parcel or parcels of land. In cases where building numbers are utilized, there may be multiple street addresses and multiple building numbers, however neither will be duplicated.

Development Plan – Written and graphic materials for a development which may include location of structures, intensity of use, density of development, streets, ways, parking facilities, signs, drainage, access, screening, utilities, existing manmade and natural conditions and all other conditions agreed to by the applicant.

Named Easement – An intended thoroughfare for emergency vehicles to access a location.

PVA – Property Valuation Administrator – The PVA office is the State organization which administers property taxes, maintains ownership data, tax maps, and building characteristics.

Plat – a graphic document portraying officially recorded features such as property lines, right of ways, easements, etc.

Principal Building – A structure such as an office building, apartment building, retail structure or other similar structure where the primary or major activity on the property takes place.

Private Access Easement – The private right of a land owner to ingress and egress to his property over the adjoining property of another for the purpose of accessing the public right-of-way.

Property Number – The number or numbers assigned to a parcel of land according to the access from a named easement. This is the number recorded at the PVA office for purposes of tax collection.

Retired Streets – Street names that are unavailable for use because they have been previously used. To avoid confusion, the general policy is to not assign a new address that was previously used as another's address at another location.

Roadname – A concatenation of a street directional, street name, and street type.

Structure Number – The number or numbers assigned to a structure on a parcel of land. Preferably, but not necessarily, the structure number and the property will be the same.

III. ADDRESSES

A. Numbers

General Considerations for Numbers

- * At the minimum, all addresses will require a structure or property number as well as a street name. If only one structure exists on a parcel, then the structure number should be the same as the property number.
- * Only whole numbers can be assigned and the numbers must be greater than 0 (Preferably greater than 100) and less than or equal to 9999. (Address numbers are not to be written in longhand, ex. One Twenty Five)
- * Additional information or designations such as "A" or "B" or "1/4" or "1/2" are not valid parts of an address number. Such designations may be found in legacy addresses as units, but are not consistent with the current addressing standard and should be changed when they become problematic.
- * Odd numbers are generally assigned to those properties or structures which are north or west and even numbers are assigned to the south and east sides of streets (see Fig. 6).
- * Sequence is maintained from side to side and values increase as a function of distance from the origin (see Fig 6). Errors in sequence are inconsistent with the current addressing standards and should be changed as they are encountered.
- * Numbers assigned to properties or structures will coincide with existing ranges that are associated with the named roadway or easement. For example, it would not be permissible to assign 105 Some St to the section of Some St which contains the 2000-2999 address range. Additionally, cases where the range of addresses are incompatible from side to side (100's on the left side and 300's on the right) are inconsistent with the current addressing standard and should be changed as encountered.
- * As a precaution, duplication of numbers is not allowed on the East and West sections of New Circle Road. For example, if there is a 126 E New Circle Road, then there cannot be a 126 W New Circle Rd because people often do not know which section of New Circle Road they are on.
- * It is recommended to notify and/or verify addresses located near the county line with the 911 Coordinator of the applicable adjacent county. For example, all newly created numbers on Athens Boonesboro Rd must be verified with Clark County 911. Fayette and Clark County address ranges overlap – a number for Athens Boonesboro Rd within Fayette County may not be duplicated in Clark County.

Property Numbers - PVA

A property number will be assigned according to the property's frontage on a named easement. Where frontage exists on several easements, a number will be assigned to each frontage with a named easement. Corner lots, for example, may be assigned 2 numbers, one for each frontage on a named easement. In those cases where only one structure exists on a parcel and a range of addresses has been assigned to the parcel, the range should be removed and the remaining number shall be assigned to the structure. In those cases where an occupant (either residential or commercial) is using an address other than that assigned by the PVA record, it is acceptable to change the property record (PVA Record) to match what is being used if the address is appropriate.

Structure Numbers

Structure numbers are assigned to a building according to its access from a particular named roadway or easement. Where multiple access points exist, the assigned number will be from the street range tied to the closest named roadway. However, it may not be practical to assign numbers based on the closest named roadway in cases where emergency vehicle access could be limited and, thus, creates a negative impact on response time. Such examples would be numbering off of an alley or numbering off of a property where access is obstructed.

Building Numbers

The preferred method for addressing multiple structures on a single parcel is to assign unique individual addresses to each structure. When insufficient numbers exist or other reasons prohibit it (numbers are not clearly visible from the named easement, for example), it may be necessary to assign unique individual building numbers to each structure maintaining one unique street address. This happens in rural areas where many structures are found on a single parcel of land. Generally, the buildings are numbered sequentially 1, 2, 3, 4, 5, etc, as they are encountered, not necessarily beginning with building number

The starting point should be the structure closest to the access point which defines the parcel address. It may be prudent to skip some numbers or leave space for new structures that do not exist so that there will be a number available for potential future development. If the access is unnamed, then the buildings are to be numbered in the order in which they are encountered.

*Signage requirements apply.

Multi Unit Numbers

If a multi-unit structure possesses a single entry point, then one number is assigned to the building and a unit number is assigned to each unit. If individual addresses are assigned (individual entry points) then one of the units gets the address assigned as the PVA address (property number) and the other unit numbers are increased by 2.

*Signage requirements apply.

Figures - Examples Of How Numbers Are Used:

- Fig. 6 Residential Numbering
 Direction
 Sequence
 Interval

- Fig. 7 One Address Numbered Buildings
 Rural Numbering
 Order of Numbering
 Intervals

- Fig. 8 Private Drive with Addresses
 Rural Numbering
 Order of Numbering
 Intervals

- Fig. 9 Numbering Consistency – Street To Street
 Block Ranges

- Fig. 10 Numbering Consistency – County Wide – Lyman Numbering

- Fig. 11 Street Ranges and Addresses

- Fig. 12 Duplicated Street Name

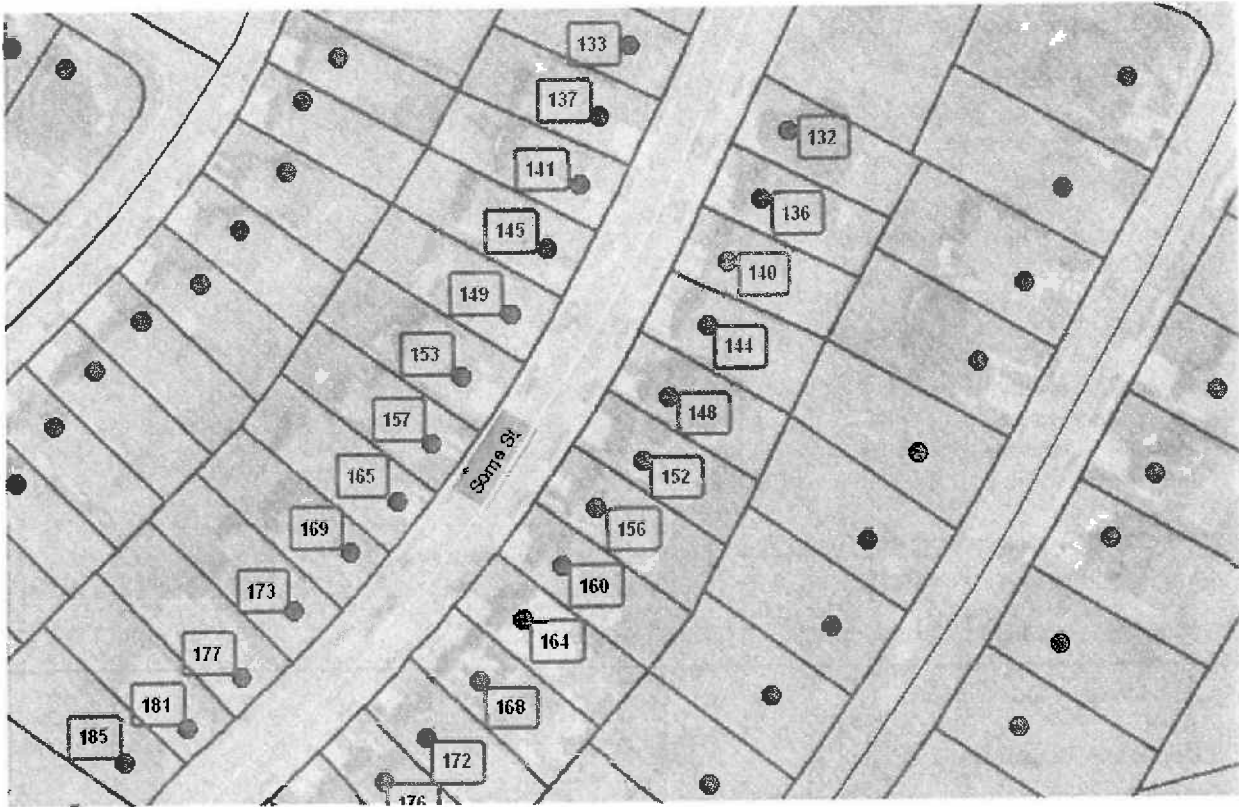


Fig. 6: Some Street

The figure above illustrates several points. Some Street runs north-south and the odd numbers are assigned to the west side and the even numbers are assigned to the east side. Notice that the numbers maintain sequence from north to south and that, generally, the numbers are assigned by 4's (140, 144, 148, etc). Not only is the proper sequence maintained, but the even numbered residences are generally one less than the odd number directly opposite them. This should be the case when lot sizes are fairly equal from side to side and when the street runs fairly straight without significant turns. Notice that the parcels numbered 133 to 149 on the west side are essentially similar in size to parcels numbered 132 to 144 on the east side of Some Street. However, where there are 3 parcels numbered 153, 157, and 165 on the west side, there are 4 parcels numbered 152, 156, 160, and 164 on the east side. To accommodate the difference in lot sizes, instead of assigning 153, 157, 161 and 165, as would usually be the case, it was necessary to skip 161 all together. In this manner, 164 Some Street is located directly opposite 165 Some Street as desired.

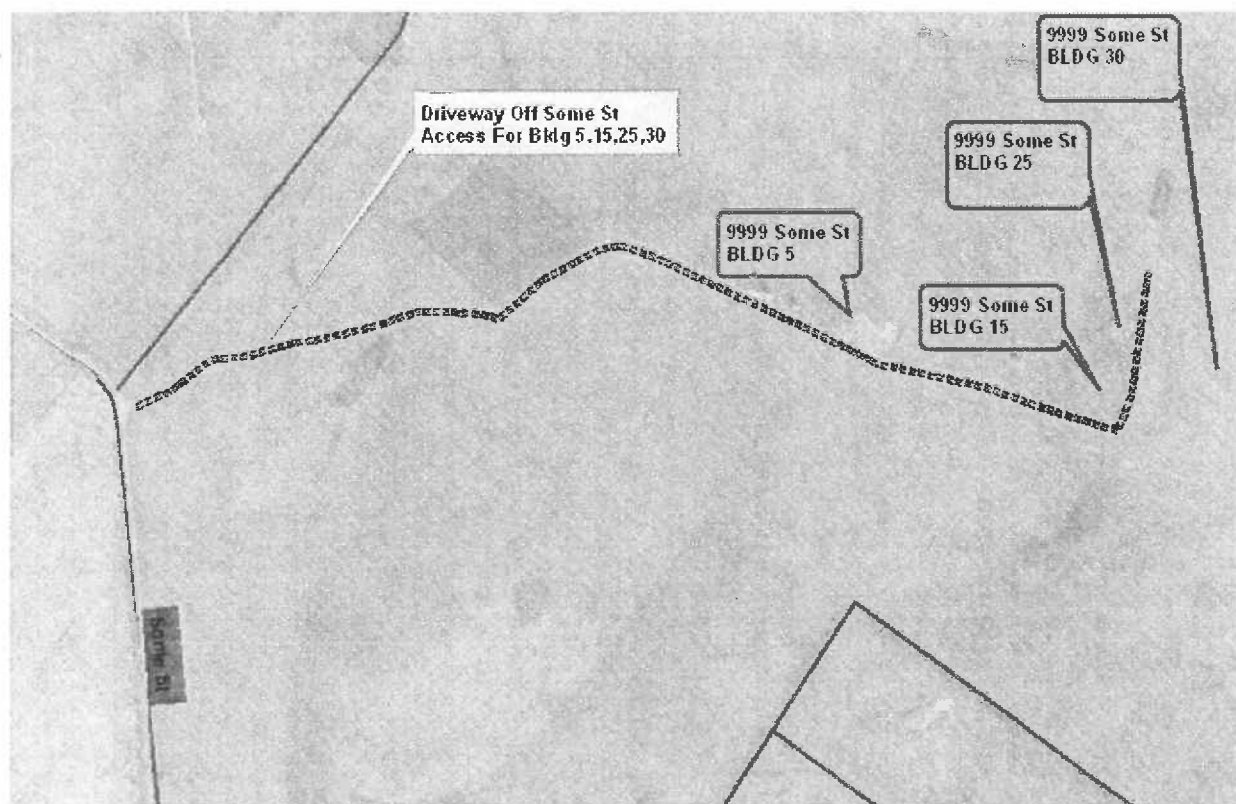


Fig. 7: One Address, Numbered Buildings

The figure above illustrates the use of a single street address, 9999 Some St, and numbering of individual structures common to a single parcel of land. When there is a single access point to the property, the option is given to the owner to either retain a single address or name the drive (private) and assign unique addresses based on the name. With a single street address, the buildings are numbered in the order in which they are encountered, but large gaps may exist in the sequence of the numbers. In this case, it is understood that additional buildings could potentially be erected in the future and that numbers are essentially reserved to accommodate growth. Because this drive is not named and a street sign is not to be installed, it is required that the address be conspicuously posted at the entry point to be clearly visible from the named public street.

*Signage requirements apply.

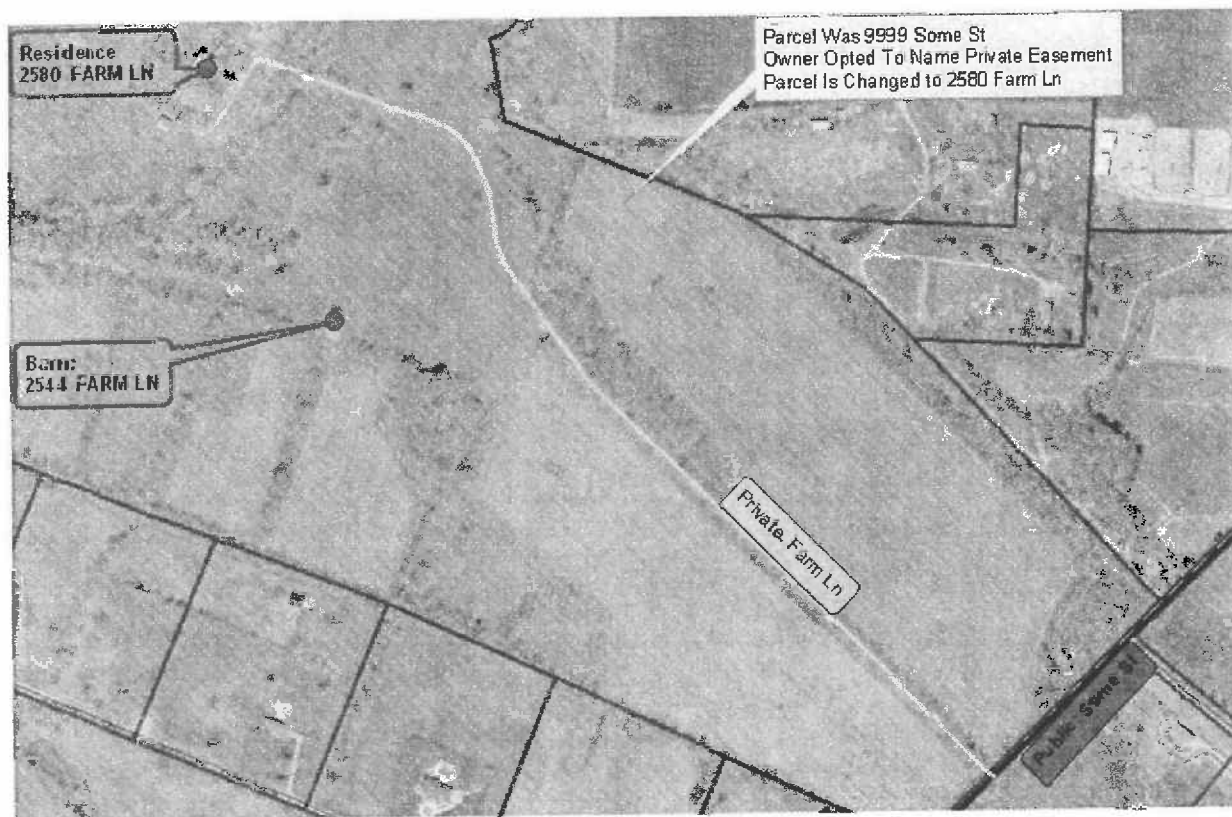


Fig. 8: Private Drive with Addresses

Another option when there is one access point is to name the private drive on the property and assign addresses as required from the named drive. In the example above, the drive is named Farm Lane and structure numbers are assigned to a barn as well as a residence. The assigned numbers are even (structures are considered to be on the south side of the road) and sufficient space is left between the numbers to allow for more structures in the future. The assigned numbers are required to be displayed on the structure and large enough to be clearly visible from the named drive. Alternatively, signage may be installed at the intersection of long driveways or in cases where the structure is not visible (trees, fences, etc.) from the named drive.

*Signage requirements apply.

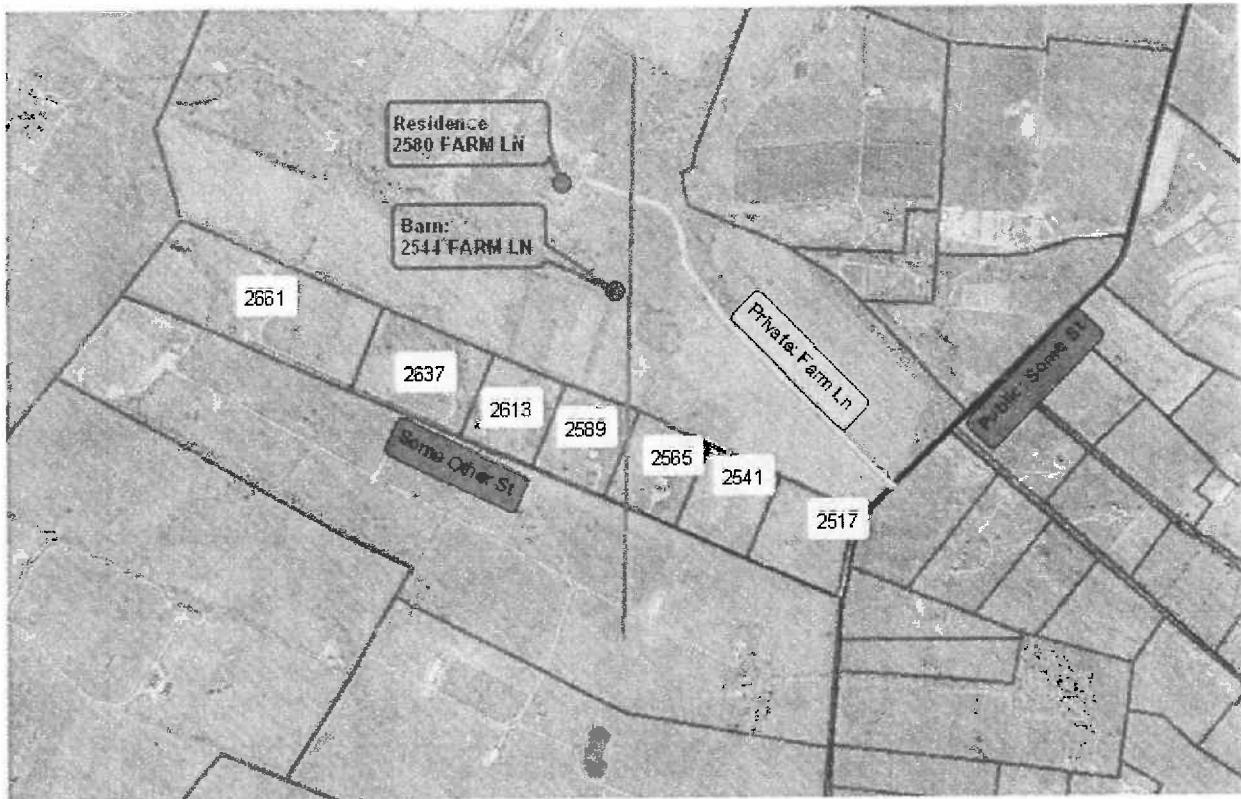


Fig. 9: Numbering Consistency

Note that the numbers assigned to the newly created Farm Lane above are in the same block range as the next closest "Some Other St". In other words, turning off of "Public: Some Street" will put you in the same address range whether you are on Farm Lane or "Some Other St".

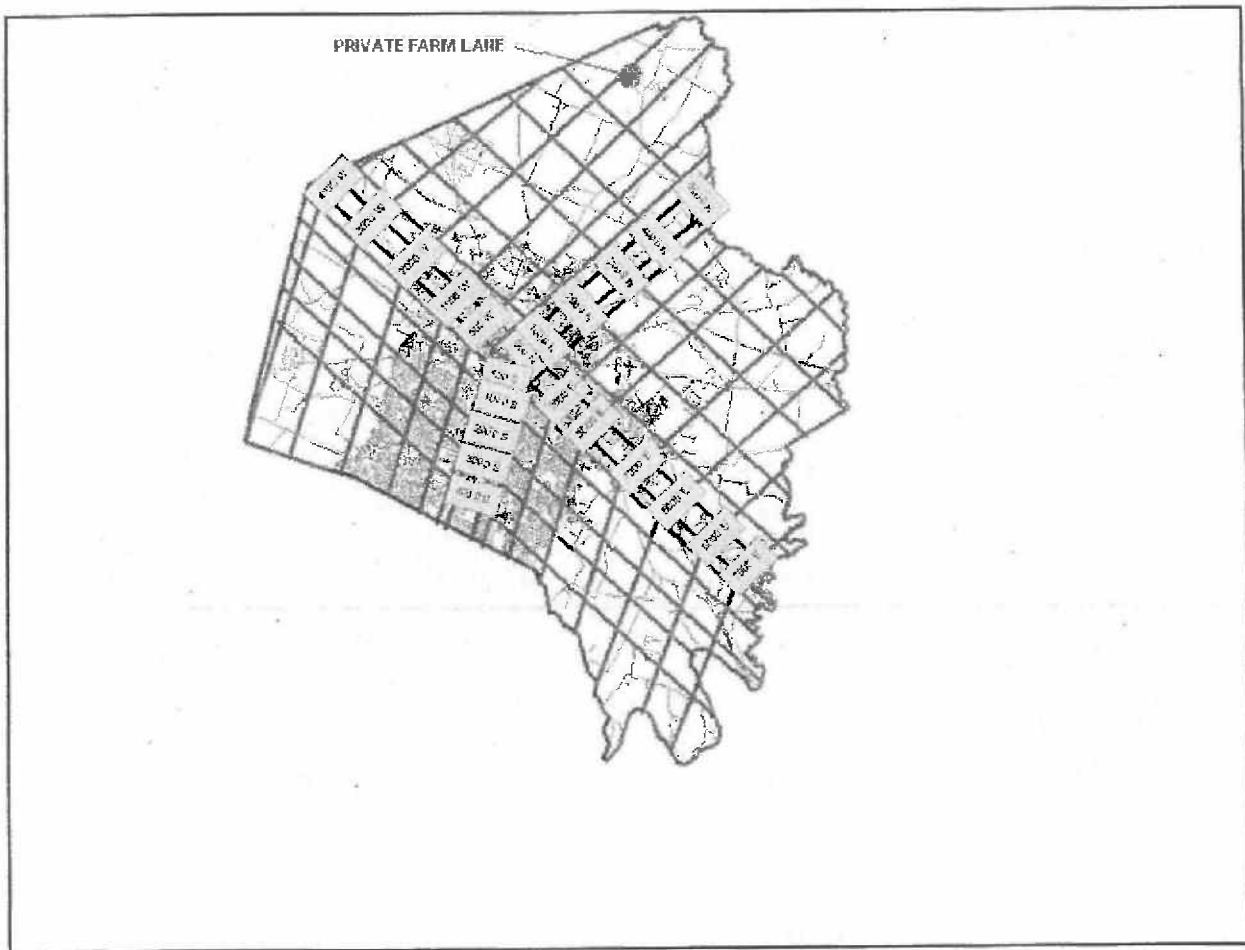


Fig. 10: Lyman Numbering Consistency

A newly created Farm Lane is identified on the Fayette County Lyman Numbering grid. According to this, the addresses created on Farm Lane should be in the 2000 – 3000 block.

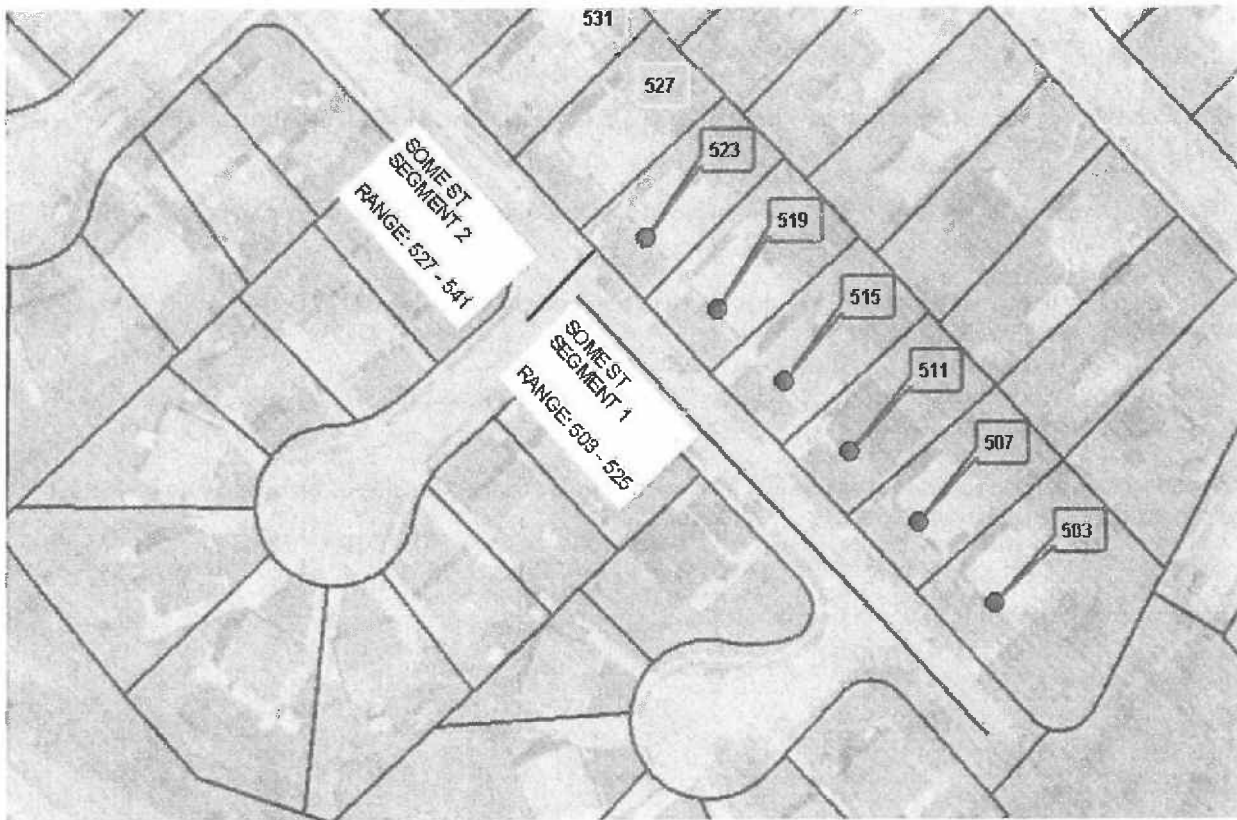


Fig. 11: Street Ranges and Addresses

The figure above illustrates how streets are assigned number (address) ranges for different segments. In this case, Some Street has a logical break at the intersection of Some Street and the Cul-De-Sac, indicated by the solid black line. The section to the right, Segment 1, has been assigned a street range from 503 to 525. The left Section of Some St, Segment 2, has been assigned a range from 527 to 541. Assigning a range of addresses to different segments of the same street allows for geocoding of addresses as well as providing for a method to validate an address. For example, if the structure at 527 were converted to a duplex and an address is to be assigned to the new unit, it would be inappropriate to assign 525 even though the existing addresses are in the 500's range. Although assigning the number 525 to the right side of the duplex would maintain sequence, it would not fit into the existing street range for segment 2 (527-541). In this scenario, the right unit would keep the 527 and the left unit would be assigned 529. Another possibility would be to use 527 Some St and assign unit numbers for the individual apartments.

III. ADDRESS

B. Direction

Directional indicators within a street name may only be used as a prefix to a named roadway or easement and may only be abbreviated as "N", "S", "E", or "W".

The north directional may only be assigned to streets that intersect and reside on the north side of Leestown Rd, W Main St, E Main St, Richmond Rd, or Athens Boonesboro Rd.

The south directional may only be assigned to streets that intersect and reside on the south side of Leestown Rd, W Main St, E Main St, Richmond Rd, or Athens Boonesboro Rd.

The east directional may only be assigned to streets that intersect and reside on the east side of Paris Pike, Old Paris Rd, N Limestone, S Limestone or Nicholasville Rd.

The west directional may only be assigned to streets that intersect and reside on the west side of Paris Pike, Old Paris Rd, N Limestone, S Limestone or Nicholasville Rd.

III. ADDRESS

C. Street Names

General Considerations for Street Names

- * At the minimum, all addresses require a structure or property number as well as a street name.
- * A street name must be between 2 and 20 characters, which is made up of letters and spaces.
- * Road names, as approved by the LFUCG and recorded on a plat, will not be changed for a period of at least ten (10) years unless there are public safety issues which require a change.
- * A street may be named for the full name (first and last name) of a person only if that person has been deceased for twenty (20) years and the person was culturally, historically, or socially relevant to the geographic area. Names recognizable worldly, nationally, or throughout the state of Kentucky may be acceptable if all other criteria can be met.
- * A street should not intersect itself.
- * A roadway or access easement that is longer than it is wide shall be named.
- * A roadway or access easement should not terminate in a corner nor should a named roadway or access easement (Street A) continue across an intersection if it is necessary to turn onto another named easement (Street B) before reaching the continuation (Street A).

Specifically Prohibited In the Naming Of Streets

1. Punctuation Only letters A-Z are to be used in the naming of streets. No special punctuation marks such as hyphens, commas, asterisks, etc, are allowed to be used in the naming of streets. In the examples below, the apostrophe (David's), hyphen (Yo-yo), and period (E.) would not be valid.

David's Fork Rd
Yo-yo Dr
Joe E. Smith Blvd
2. Numerical digits or names – Numbers are not to be used as a part of a street name. In the examples below, 7th (Heaven Way), Six (Pack Dr), and Four (Wheel Dr) would not be a valid street name.

7th Heaven Way
Six Pack Dr
Four Wheel Dr
3. Leading single letter phrases – Single letters are not to be used as part of a street name. In these examples, A (Star Is Born Blvd) and U (And Me Dr) would not be valid for street names.

A Star Is Born Blvd
U And Me Dr
4. Using a directional or closely related term – Using directionals or terms similar to directionals are not permitted in the naming of streets. Northern (Lights Blvd) may be mistakenly interpreted to be N Lights Blvd. Northpark Dr could be heard as N Park Dr, which may or may not exist, and could inadvertently provide incorrect direction.

Northern Lights Blvd
Westerly Way
Northpark Dr
5. Confusing, obscene, or irregularly spelled words – The intent of street naming guidelines is to minimize the potential for confusion especially in regard to providing for emergency services. Street names which are difficult or confusing to spell should not be allowed under any circumstance. Similarly, obscene, profane or suggestive names are not allowed.

Yawayaway Way
Duke Sucks Dr
6. Duplicated, similar in sound or spelling – Street names which could easily be confused with a similar sounding street name should not be used.

Leadstown Rd (sounds like Leestown Rd, spelled similar)
Rosey St (sounds like Rose St)
7. Abbreviations – Abbreviations are prohibited with the following exceptions:

Fort shall be abbreviated as FT FT SPRINGS PINCKARD RD
Mount shall be abbreviated as MT MT HOREB PIKE
Saint shall be abbreviated as ST ST IVES CIR
8. Use of a street type as part of a street name.

Tennis Court Way Court, Service, and Way are valid street types and cannot be incorporated
Southland Service Dr into the street name
My Way Blvd

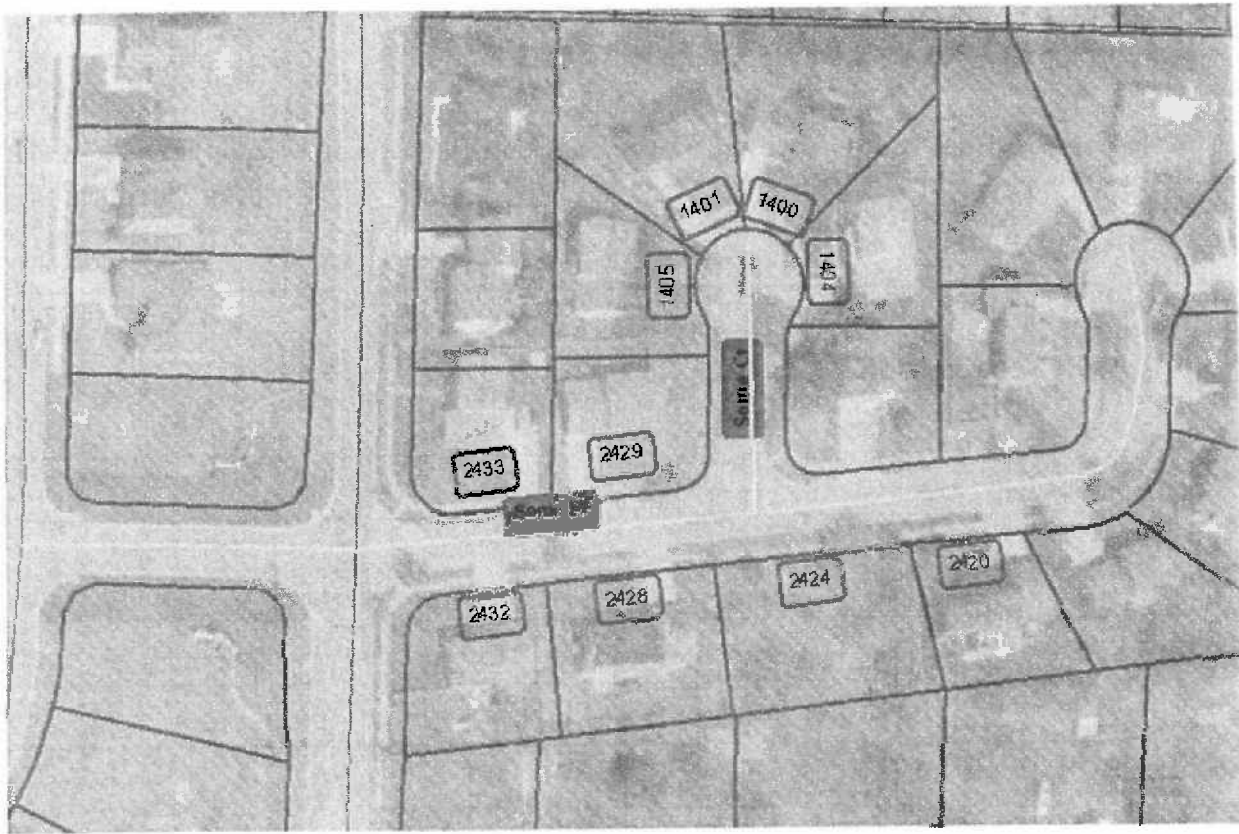


Fig. 12: Duplicated Street Name

The figure above illustrates that the name (street name) portion of a road may be duplicated, however, the entire roadname may not. A duplicated street name may exist only if it intersects another street(s) with the same street name. When duplication of street names does exist, distinctive address ranges should be assigned to each roadname such that no parcel or structure on a particular roadname would share the same number and street name as another parcel or structure on the other roadname. If a unique address range cannot be assigned to each, then a different street name must be assigned.

The "Two of Three Rule" For Naming Streets
(Mixing and Matching Parts Of A Roadname)

Duplicated roadnames are not allowed, however, some parts of one roadname may be used in the naming of another road with limitations. For a roadname composed of three words, two of those three words may not be the same as two words of another existing roadname.

If an existing roadname is Burning Tree Lane

Then Burning Bush Lane

Would NOT be allowed

If an existing roadname is Burning Tree Lane

Then Burning Bush Way

Would BE allowed.

If an existing roadname is High Water Lane

Then Black Water Lane

Would NOT be allowed.

If an existing roadname is High Water Lane

Then Blackwater Lane

Would NOT be allowed.

III. ADDRESS

D. Street Types

General Considerations for Street Types

* The street type, "service road" (SRD), is reserved for service road designation and shall only be assigned to streets by the Urban County Government. The street type, "service road" (SRD) is not used as any part of an address.

* An address or road name shall not contain a duplication of the street type within its name (e.g. James Street Street). When an address or road name contains the names of two types of streets, the first type becomes part of the street name and the second type will be the street type and shall be abbreviated (e.g. Fifth Street Ct).

* Name and number sequence continuation across intersecting roadways shall also result in continuation of the type of street.

* An address or street name may contain one of the following street types. The abbreviation for each type is listed below.

Alley	ALY	Pass	PASS
Avenue	AVE	Path	PATH
Bayou	BYU	Pike	PIKE
Bluff	BLF	Place	PL
Bottom	BTM	Plaza	PLZ
Boulevard	BLVD	Point	PT
Canyon	CYN	Rest	RST
Causeway	CSWY	Road	RD
Circle	CIR	Row	ROW
Court	CT	Service Road	SRD
Cove	CV	Spur	SPUR
Drive	DR	Square	SQ
Flat	FLT	Street	ST
Fork	FRK	Terrace	TER
Gateway	GTWY	Trace	TRCE
Lane	LN	Trail	TRL
Loop	LOOP	Viaduct	VIA
Oval	OVAL	Walk	WALK
Park	PARK	Way	WAY
Parkway	PKWY		

III. ADDRESS

E. Units

General Considerations for Units

- * All unit designations must be numbers and no more than 5 characters (99999) may be used for any unit designation. No unit designation will contain partial numbers, letters, or punctuation.
- * Unit numbers will be assigned to residential, commercial, and agricultural structures when unique entities within them must be identified. It is not necessary to assign additional unit numbers to those entities which are already contained within an existing, identified unit. For example, retail supercenters may be identified by a unique street address or as part of a strip mall (unique street address and a unit number) and often contain multiple tenants (some of which are considered a part of the retail operation, others are totally independent). Typically these entities are all accessed from a single point, which is the major point of egress for the supercenter. Additionally, these entities typically are not self-contained (does not exist in a space identified by a separate entry point or even contained by walls). Finally, these entities generally all operate at the same time over the course of a day.
- * Unit numbers will serve as apartment (Apt), suite (Ste), trailer (Trlr), building (Bldg), or barn numbers.
- * Units are to be assigned to all potential spaces (preserving unit numbers for future use) even in cases where a single tenant will occupy multiple spaces, although it is understood that only one unit number will be utilized per tenant.
- * Unit designations assigned to spaces with external access are required to be posted as 'Ste_###' (ex. Ste 150).
- * Unit designations assigned within a building do not require the posting of "Ste" preceding the unit number.
- * Unit designations assigned to residential structures, such as building numbers, are required to be posted as 'Bldg#' (ex. Bldg 5).

How Units Are Assigned

Unit numbers are assigned in ascending order from left to right and from front to back when looking at the front of the structure or main access point to the structure. Typically, unit numbers at the low and high end of the range are not used in order to reserve numbers for expansion and the inevitable need to assign new units within the appropriate range.

Unit numbers from 1 to 99 are reserved for spaces below grade and are intended to convey that these units would be found in a basement or at least a lower level than at grade. As previously discussed in the Numbers section, numbers from 1 to 99 may also indicate unique buildings (see Building Numbers).

Unit numbers from 100 to 199 are reserved for spaces at grade and are intended to convey that these units would be found on the first floor of a structure.

Unit numbers from 200 to 299 are reserved for spaces above grade and are intended to convey that these units would be found on the second floor of a structure. Similarly, unit numbers from 300 to 399 are reserved for third floor units, and so on.

Unit numbers between 1 and 99 may also be used to assign as building numbers. The building number will serve as the unit number, even if multiple entities within the building do not exist. Building numbers should be assigned when multiple buildings exist on one parcel of land and unique addresses can not be assigned to each building.

Examples of How Units Are Used

Fig. 15 Initial Suite Assignments Suites 150, 250 and 350
Single Occupant Per Floor

Fig. 16 Initial Suite Assignments Suites 150, 250 and 350
Variable Configurations Per Floor

Fig. 17 Strip Mall Assignments Suites 110 to 175

Fig. 18 Condominium Suites

Fig. 19-20 Condominium Suites With Tenants

Fig. 21 Combining Building Numbers With Suite Numbers

Appendix B Common Secondary Unit Designators as defined by the US Postal Service

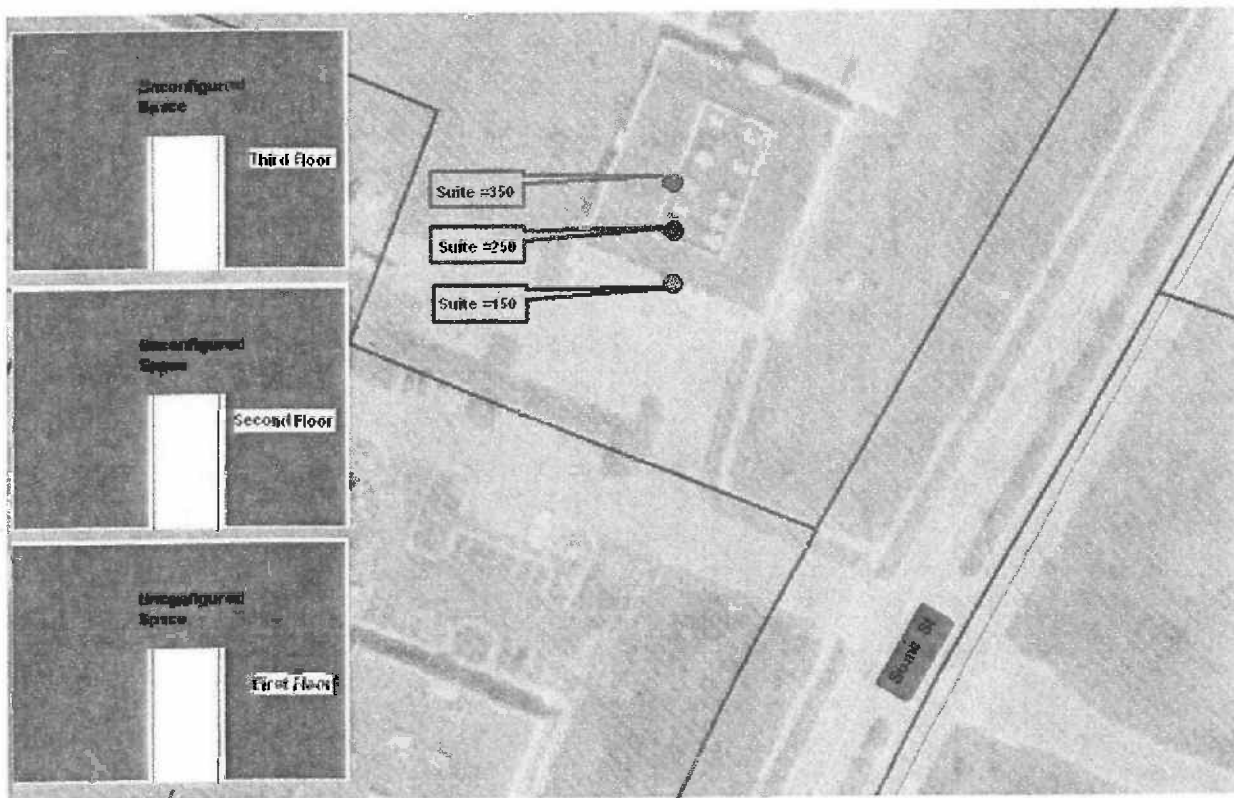


Fig. 15 Initial Suite Assignments Suites 150, 250 and 350

The figure above illustrates initial suite assignments within a multi-tenant space which are made when a building first becomes available for occupancy. In this instance, the floor plan indicates that a single tenant will occupy each of the 3 floors. Based on this information, the suites are assigned as 150 (First Floor), 250 (Second Floor), and 350 (Third Floor). Any subsequent changes, such as adding space or subleasing space, may impact the existing tenants' suite assignment, thus requiring a change.

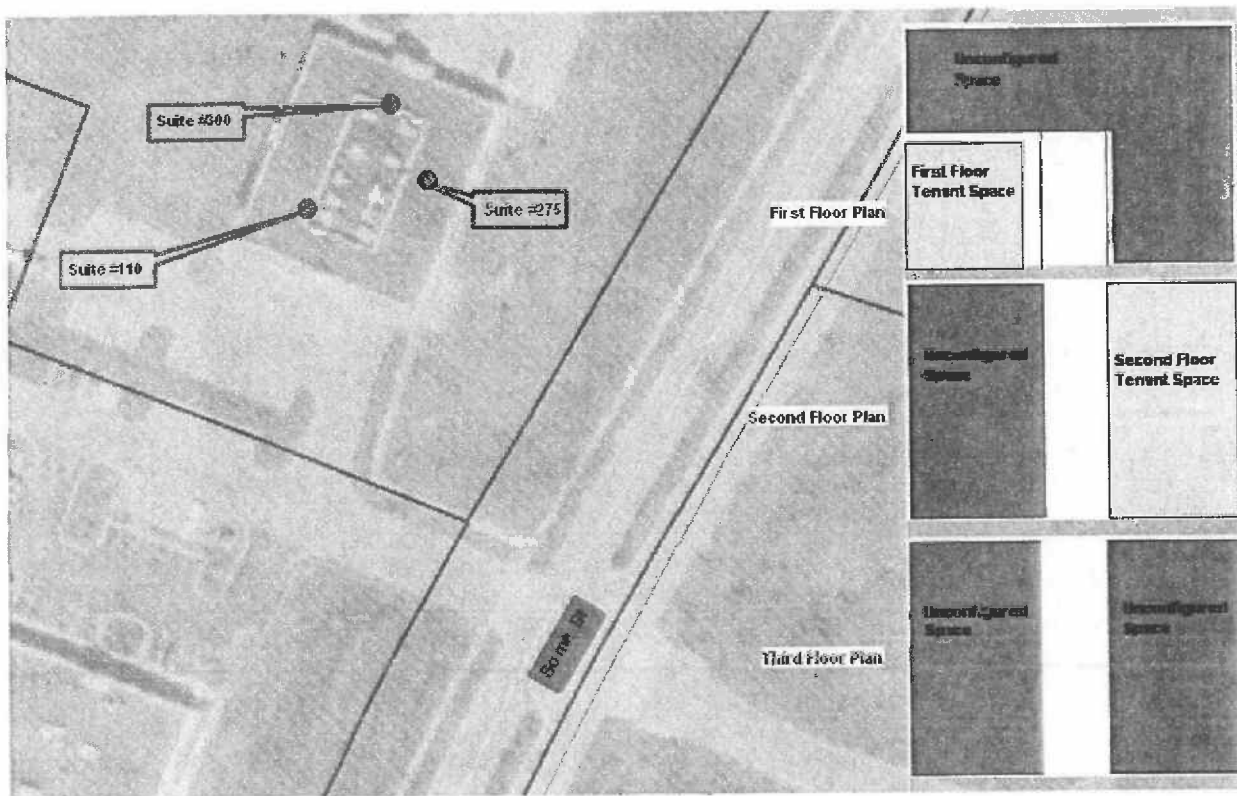


Fig. 16 Initial Suite Assignments

The figure above illustrates initial suite assignments within a multi-tenant space which are made when a building first becomes available for occupancy and the floor plan is flexible enough to allow for varied configurations. Generally, the initial suite numbers will be assigned to the first tenant recognizing that additional fit-ups will be forthcoming. In this instance, an occupant is identified to take the first unit (front left) of the first floor and is assigned a suite number 110. Likewise, an occupant is identified to take the entire right side of the second floor and is assigned suite number 275. Any additions or modifications made to these recorded locations or assignments may impact the ability of emergency personnel to respond efficiently and could therefore result in additional assignments as well as necessitate the re-numbering of existing, previously numbered spaces.

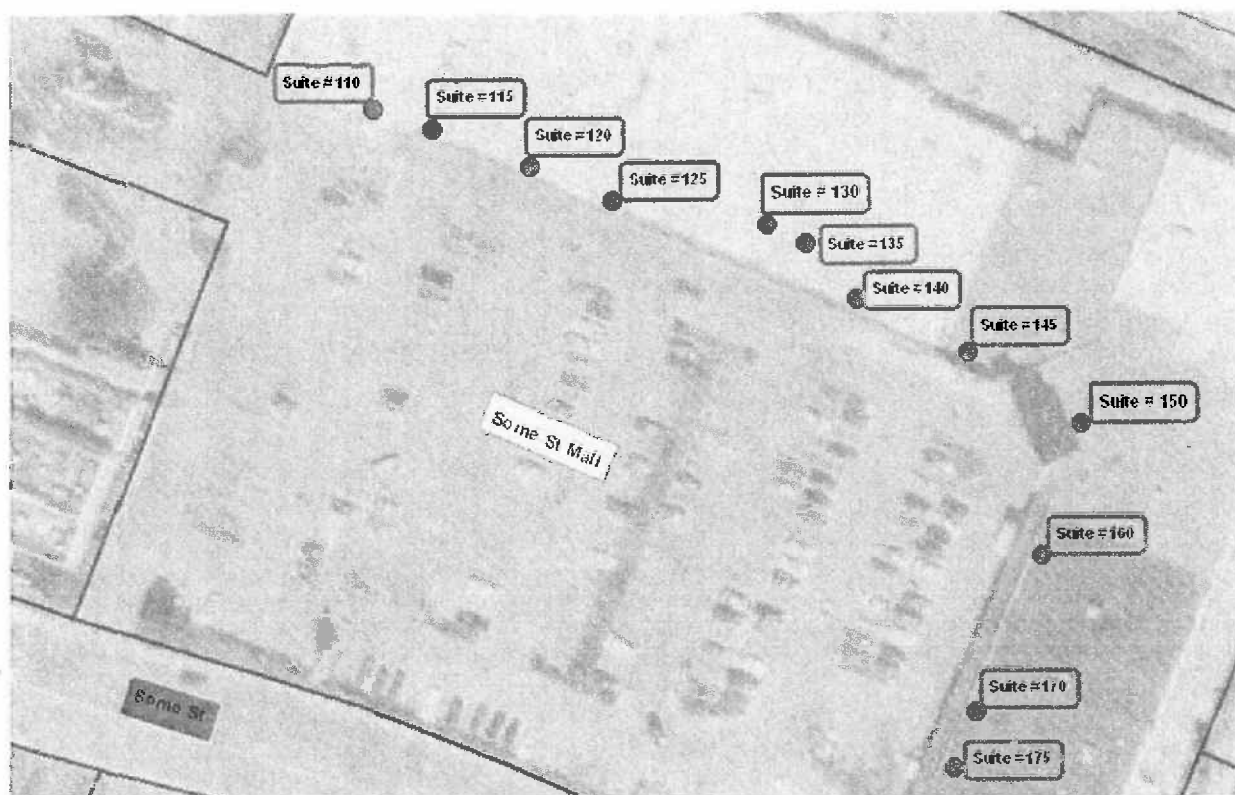


Fig. 17 Suites 110 to 175

The figure above illustrates the assignment of commercial unit numbers in a strip mall where the first unit on the left (facing the front) has been assigned unit 110. In this application, notice that the units are assigned in increments of 5 or 10 which preserves additional unit numbers for future expansion. Potentially, multiple spaces could be created on the building face which has units 150, 160, 170 and thus the larger increment in unit numbers is used. Fewer spaces are likely to be created on the other face of the building and so the smaller increment is used. In this manner, when an exiting tenant requires less space and the building owner creates a new space (on either side of 110), there is sufficient units available and the integrity of the 100 to 199 range is preserved. The same reasoning applies to the last unit in the mall (on the extreme right when facing the mall) which has been assigned unit 175. In this case, it is reasonable to assume that at some point, the building owner will create a new space right of the 175 suite and again, numbers are held in reserve for that time.

*Signage requirements apply.

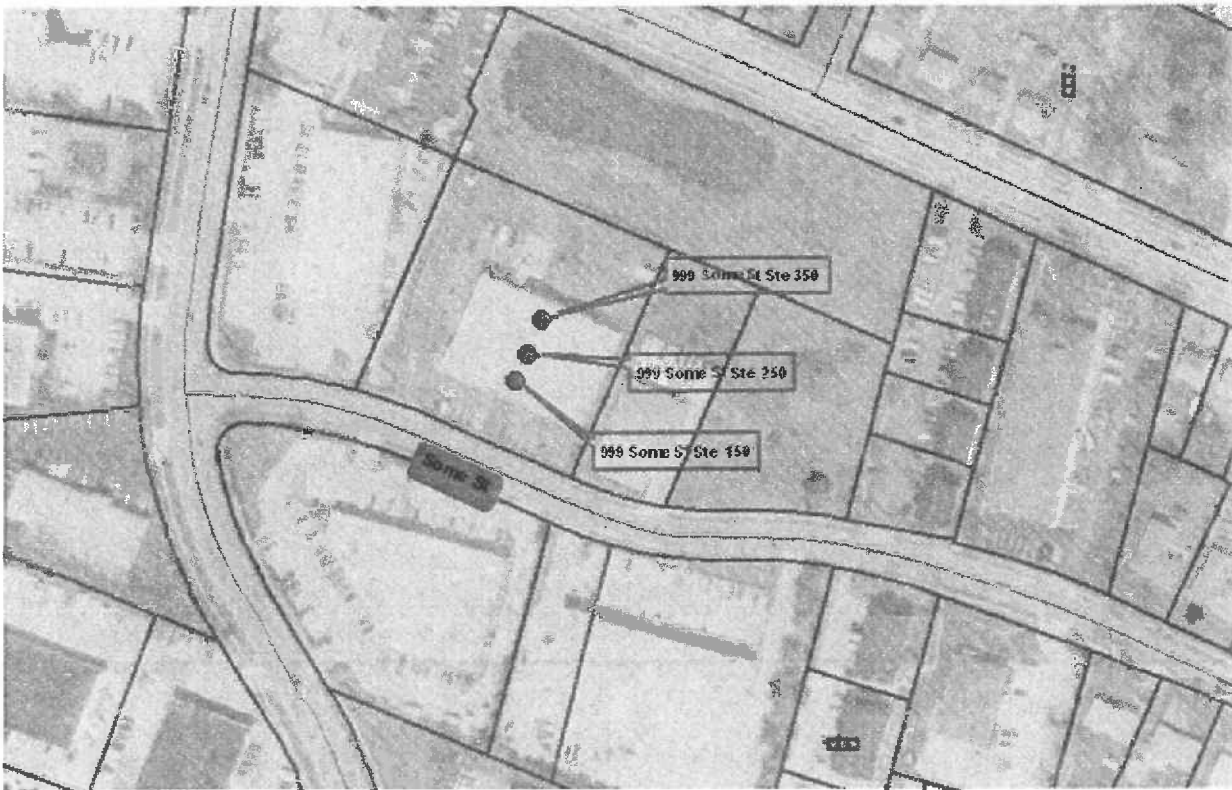


Fig. 18 Condominium Suites

Recording units for condominium purposes creates an address which includes an assigned unit number for a space which is then recorded as a property record with the PVA. This method allows for the owner to record, sale, transfer, or fit-up of a portion of a structure, identified by its suite number, as a separate piece of property. A single parcel of land may then have a structure, or structures, which may then have multiple owners and may also have multiple tenants.

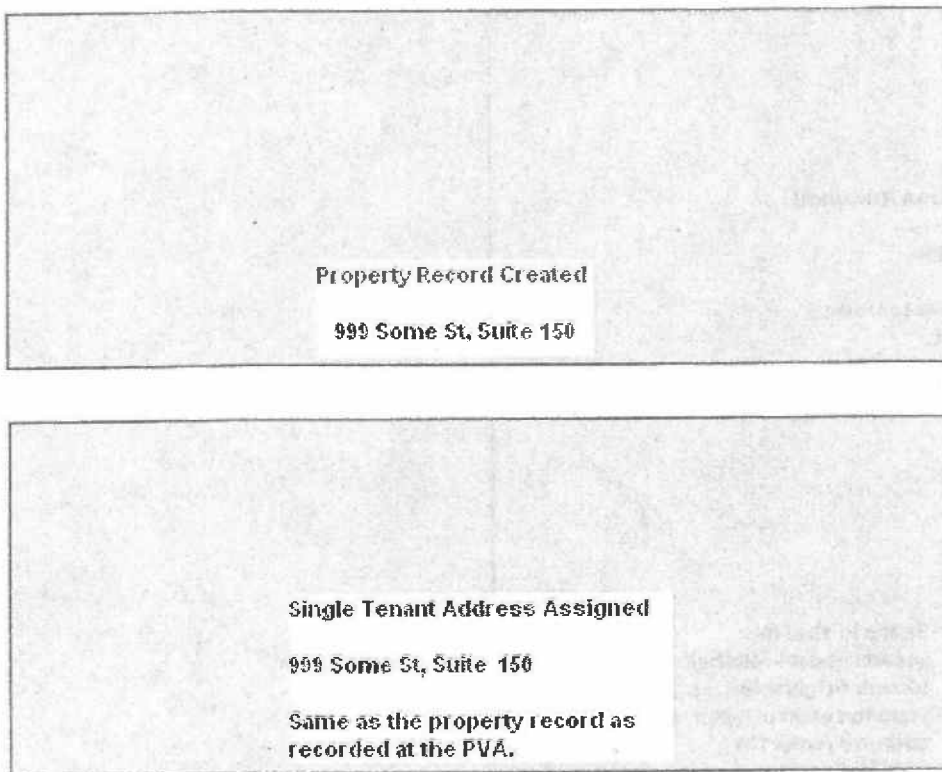


Fig. 19 Condominium Suites With Tenants

The first step above creates a named space, the first floor of the building located at 999 Some Street, which is known as 999 Some St, Suite 150 and will be recorded as a separate property record with the PVA.

The second block above indicates that this entire space is to be utilized by a single tenant. If this is the intention, and it is known beforehand, the preferred method to address this tenant would be to assign the property address as recorded with the PVA. In this example, the tenant would be assigned the address of 999 Some St, Ste 150. It is not essential that the property record and the tenant assignment be identical but for clarification purposes it is desirable. It is the intention that one tenant be assigned the property address or that the property record should be changed to match one of the tenants.

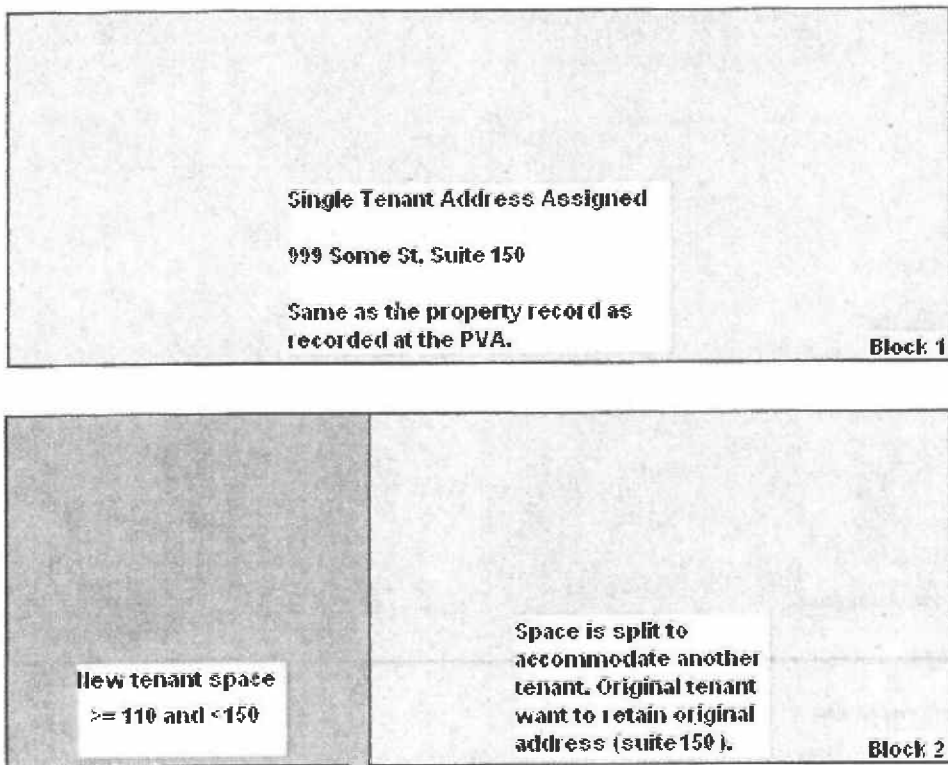


Fig. 20 Condominium Suites With Tenants

Unfortunately, it is impossible to anticipate all of the prospective configurations of a tenant space so, therefore, it is desirable to avoid assigning any suite number that limits the availability of numbers for future use. In block two above, multiple tenant spaces are created in the space identified as suite 150. If this is the intention and is known beforehand, then the assignment of suite 150 would not be the preferred method to address this tenant.

As previously discussed, the assignment of a suite 150 indicates that a single tenant occupies the entire space and it does not preserve suite numbers should the space be split (to create a new space) left of the existing suite 150. Under the scenario, where a new space or spaces are created and an existing tenant retains the suite 150, it becomes necessary to re-address an existing tenant and assign an address for a new tenant. If and when an additional tenant is assigned a suite, any number within 101-149 and 151-199 would still be available. Again, it is the intention that one tenant be assigned the property address or the property record should be changed to match one of the tenants.

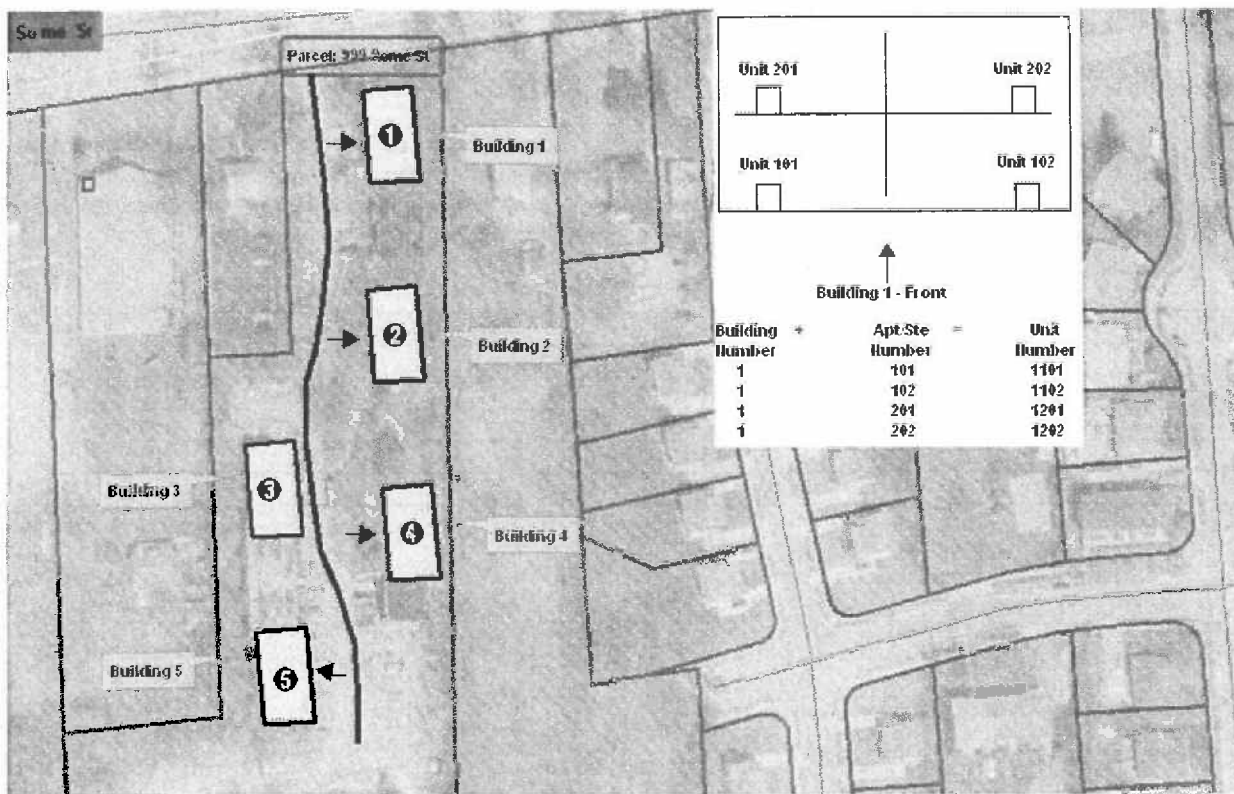


Fig. 21 Combining Building Numbers With Suite Numbers

The figure above illustrates how building numbers are combined with individual unit numbers (apartment or suite numbers) to create a new, unique unit number. In this example, building numbers were assigned (Buildings 1, 2, 3, 4 and 5) for each building located on the parcel identified as 999 Some Street. The buildings are numbered sequentially as they are encountered and in this case it is understood that there is no future construction which could create sequence issues with building numbers.

Each of these buildings contain 4 apartments which are numbered as 101, 102, 201, 202. The units are numbered sequentially, in increments of 1, left to right (facing the building) where the 100's indicate ground (first) floor units and the 200's indicate second floor units. Also note that in a multi-storied structure it is desirable, but not always practical, to maintain vertical consistency in numbering – unit 201 is directly above unit 101 and unit 202 is directly above unit 102. Combining the building number with the apartment number creates a distinct unit number that indicates “which” building and “which” unit. For example, unit 1102 indicates the building as number 1 and the apartment as number 102. This numbering method is advantageous to emergency responders so that they know the building number, the floor level, and that there are multiple units on the first floor in advance of their arrival on the scene.

*Signage requirements apply.

III. ADDRESS

F. Sample Addresses

For the 911 System to function properly, the different components of an address need to be recorded correctly. In emergency situations a caller may be confused or the caller may not know the address of their location. The originating phone number will determine where the call is routed and provide an address to the call taker. In order to respond to the service request, the address must have the appropriate combination of number, direction, street name, type, and unit as depicted below.

Number	Directional	Street Name	Street Type	Unit
200	E	MAIN	ST	718
100		CHEAPSIDE		
110	S	LIMESTONE		201
900		MASON HEADLEY	RD	
157		SOME	ST	

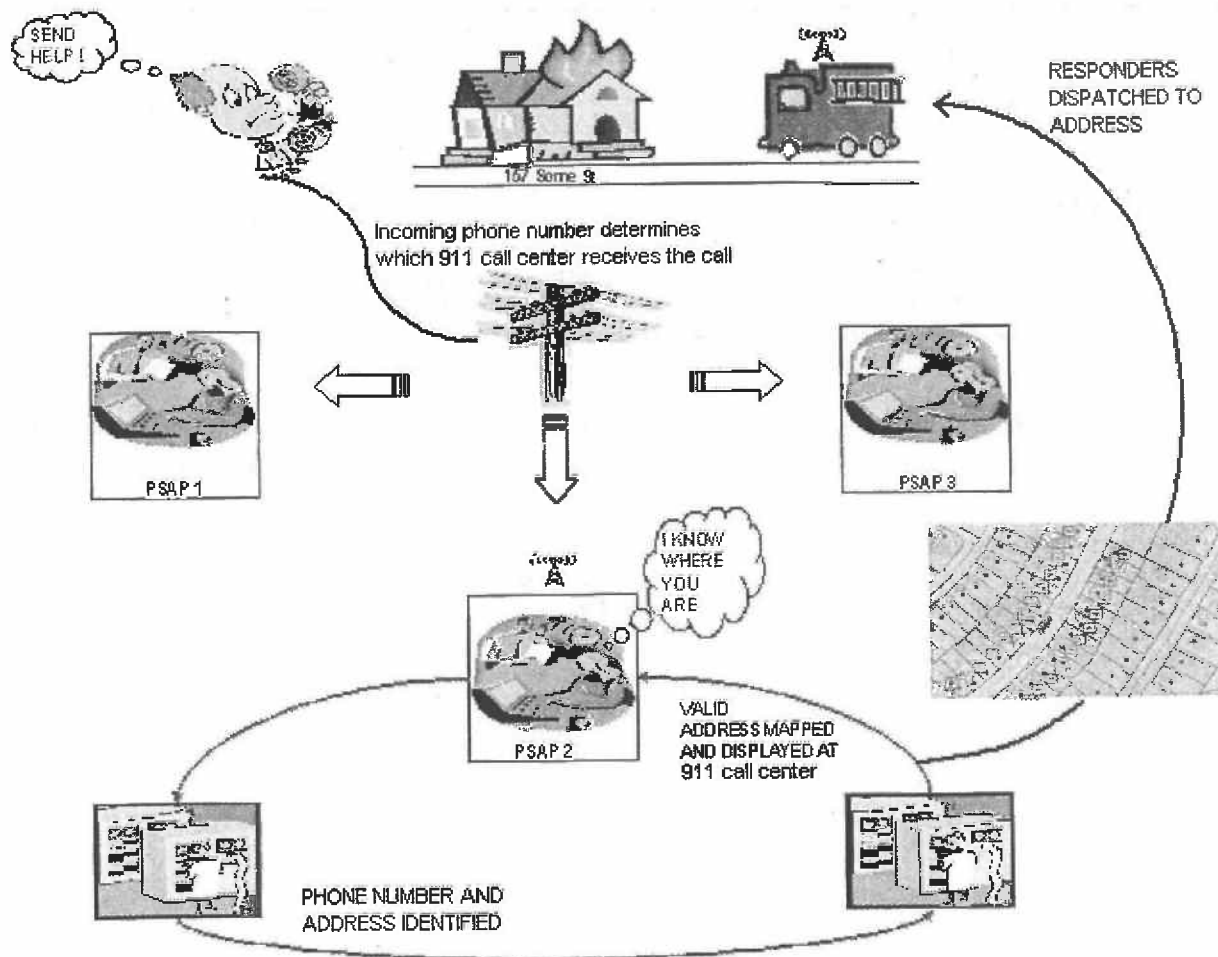


Fig. 22 Valid Address 911 Call

IV. ADDRESS ADMINISTRATION

A. How Addresses are Assigned, Changed, and Communicated

Major Development Plans, record plats, and their subsequent amendments are submitted to the Division of Planning on a monthly basis. Generally, these plans are available for review by Addressing, Building Inspection, Engineering, Traffic Engineering, Fire, Bike Pedestrian, Greenways, Forestry, Environmental Quality, Waste Management, Water Quality, US Postal Service, Health Department, Columbia Gas, Kentucky Utilities, Kentucky American Water and Windstream. These groups provide assurance that any plans ultimately approved by the Planning Commission are done so in accordance with existing regulations. The Addressing Office, in Information Technology which is a part of the Geographic Information Services reviews, assigns, changes and approves addresses on the aforementioned plans as a part of the plan approval process.

Plans for new construction projects or additions which require a building permit are reviewed by Addressing, Building Inspection, DEM, Traffic Engineering, Engineering, Fire Prevention, Planning and Waste Management on a weekly basis. These groups provide assurance that any construction projects permitted are done so in accordance with existing regulations. The Addressing Office reviews, assigns, changes and approves addresses on these plans as a part of the permit issuance.

Plans for remodeling, renovations or fitup projects which require a building permit are reviewed by Addressing, Building Inspection, and Fire Prevention on a weekly basis. These groups provide assurance that any projects permitted are done so in accordance with existing regulations. The Addressing Office reviews, assigns, changes and approves addresses on these plans as a part of the permit issuance.

Condominium plats are required to be addressed and approved by the Addressing Office before they can be recorded.

Property records which may need to be changed as a result of an item listed below and cannot be accomplished directly on a record plat or amendment is changed by LFUCG Council action. The Addressing Office submits the list of these changes, approved by the Addressing Committee, (see below) on a quarterly basis.

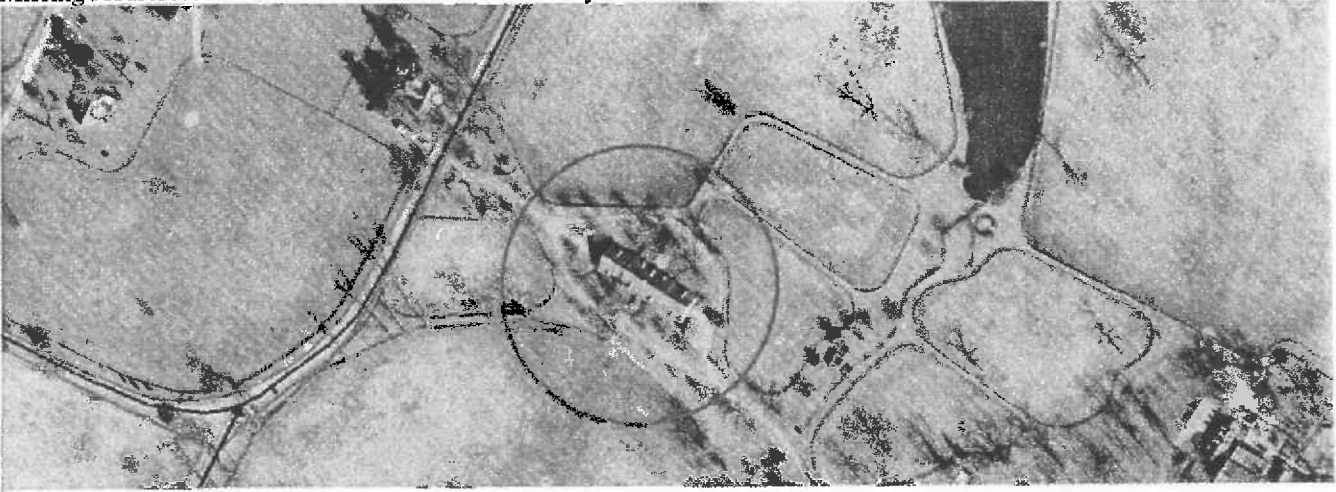
Addresses which are found on Development Plans and record plats are approved, scanned, and made available via the web from the LFUCG's PlanTracker Application. Addresses for new construction, additions, remodeling, renovations or fitups are available via the web from Building Inspections application. Addresses which are directly assigned or changed by LFUCG council actions are communicated by US Postal Service to both property owners and/or tenants.

Ultimately, all addresses and any changes made are posted to the LFUCG Addressing web page and notification is made regularly to the Division of Fire, Traffic Engineering, Engineering, Fayette County Clerk, US Postal Service, PVA, Columbia Gas, Kentucky American, Kentucky Utilities, Division of Police, Insight Communications, Fayette County Schools that such changes have been affected.

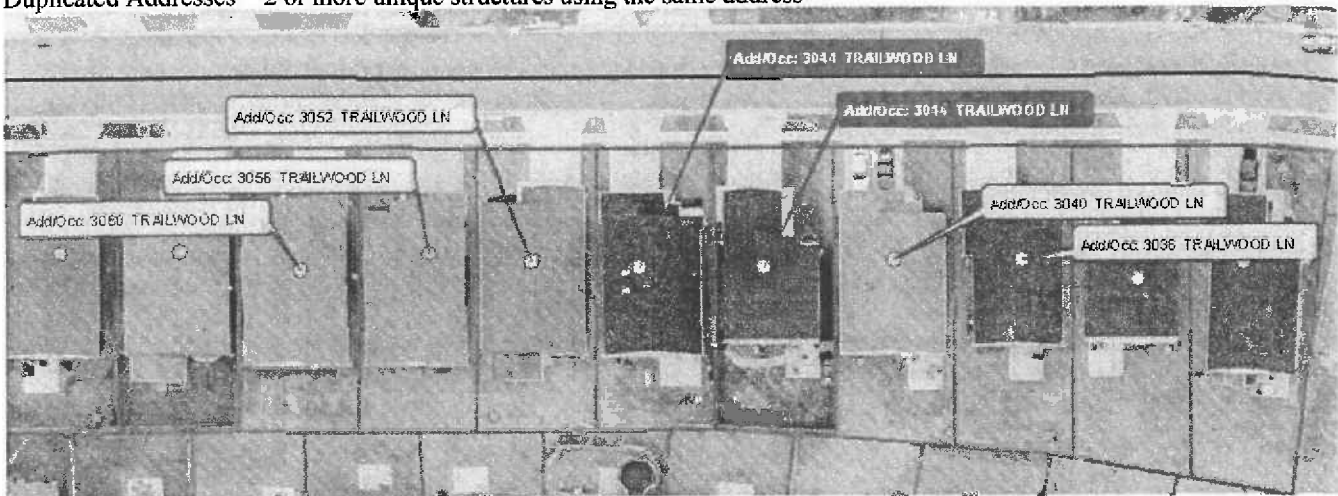
IV. ADDRESS ADMINISTRATION

B. Problems Requiring Correction

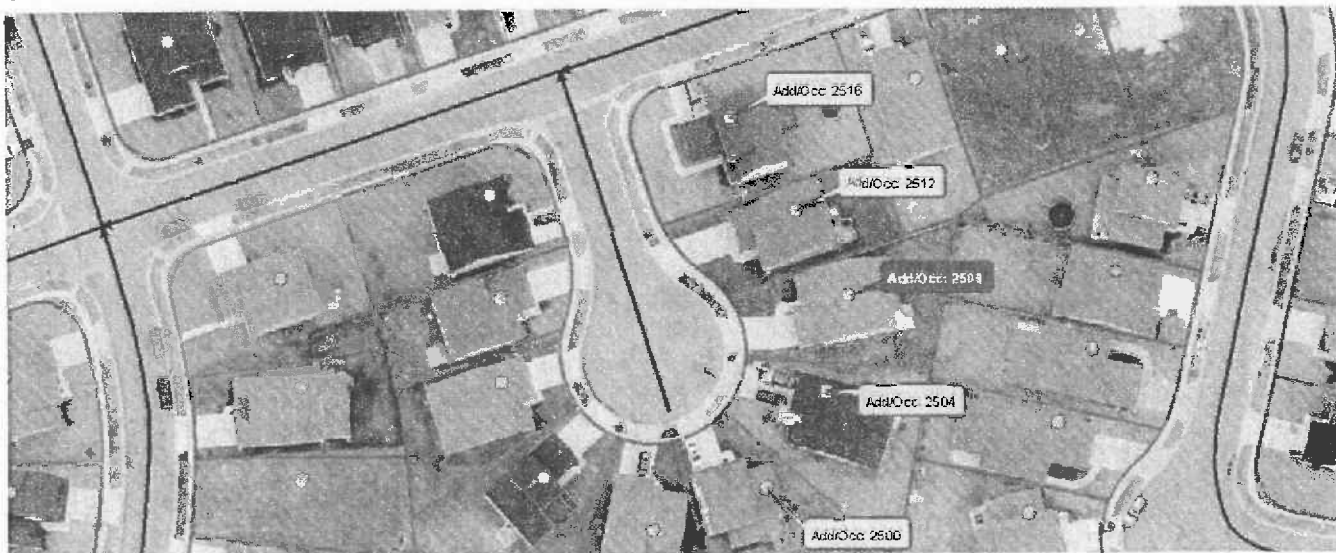
Missing Addresses – structure which is not identified by an address



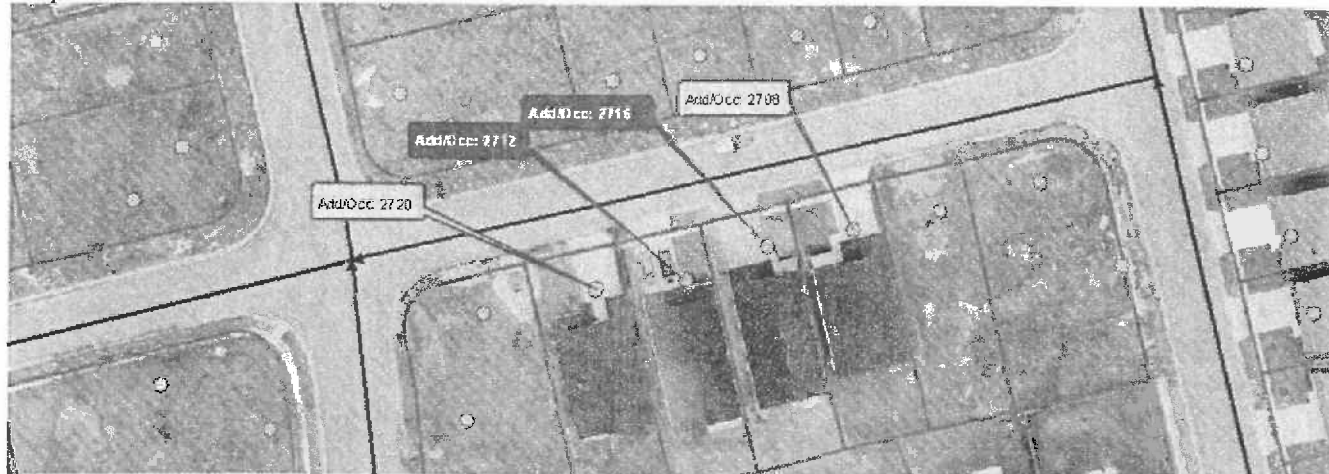
Duplicated Addresses – 2 or more unique structures using the same address



Odd numbered addresses on even side of street or even numbered addresses on the odd side of street



Sequence – Addresses on same side of the street out of order



Sequence – Addresses on opposite sides of the street in different block range



Flips – Odd or even numbered addresses inconsistent for entire street



PVA Account address different from address used by occupant



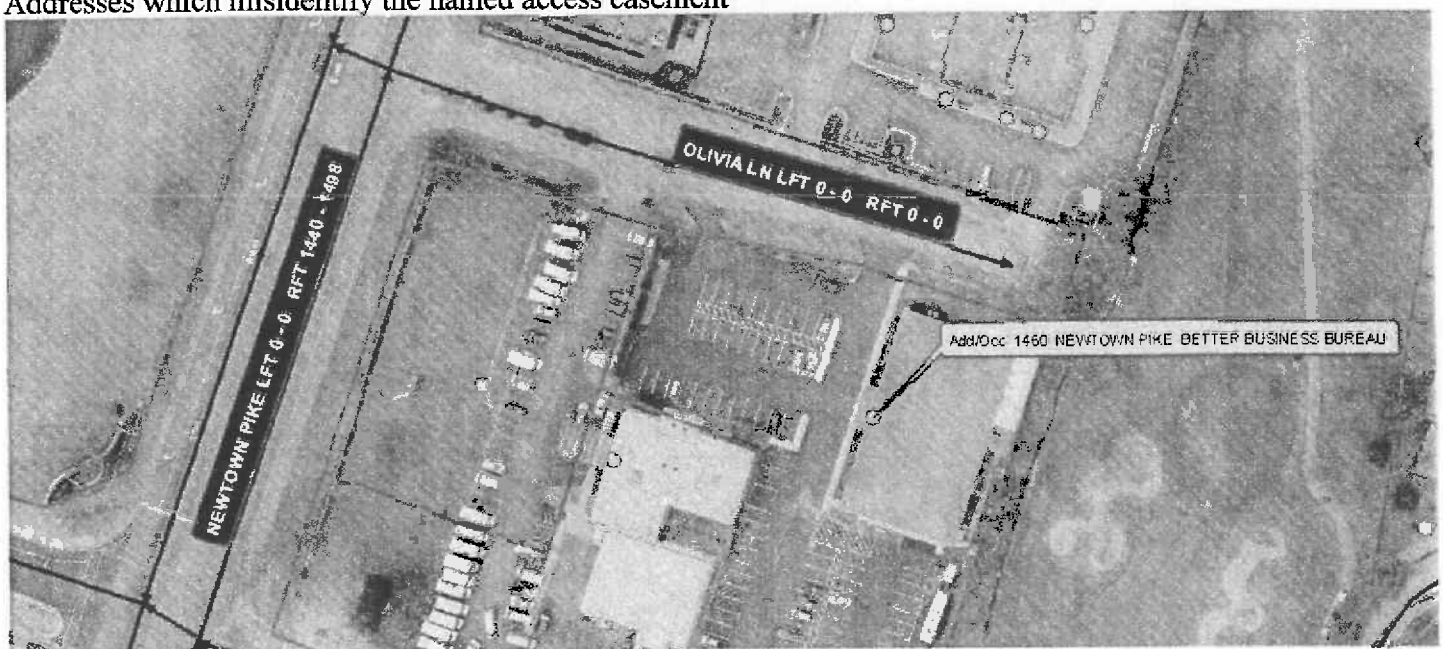
Unit designations like A,B, 1,2, 1/2, D6, etc



Multiple structures sharing a common address



Addresses which misidentify the named access easement



Street segments which are not continuous for the entire length of the street



IV. ADDRESS ADMINISTRATION

C. Addressing Committee and Responsibilities

Addressing Office

Paul Hockensmith

Robert Poage

Fayette County PVA

Susie Cummins

Enhanced 911

David Lucas

Jennifer Cottle

Donna Gotwalt

Lexington Fire Department

Charles Bowen

Allen Case

Ty Crumby

Lexington Police Department

Sha' Alexander

Bill Tanner

Greg Jones

Julia Shaw

US Post Office

Susan Wright

Richard Babb

GIS

Peter Bourne

Frank Boateng

Planning

Chris Taylor

Review of Plats and Plans and agree by majority opinion of those present:

Identify purpose of plan

Determine how structures are accessed – what is the named easement that allows access to the structures

Check that the street is correctly identified – is in the correct location

Determine whether an easement should be named and if so whether a proposed name is acceptable

Verify that spelling/punctuation for all streets on the plan are correct

Verify that the street range is adequate

Verify that all addresses on the plan are accurate (corner lots numbered twice)

Verify that all commercial suites/residential units are assigned

Verify the number of lots identified and number of addresses are same

Verify sequence on same side of street and opposite side

Verify that addresses on even or odd side are correct

Verify that address pointers exist and continuity exists with existing pointers

Verify address pointers match to the plan and to PVA

Identify all errors on the plan, including the title block and correct

Record results of meeting for each item discussed

Approve the list of changes requiring LFUCG Council action quarterly.

Review and re-evaluate any assignments or changes made as a result of the appeal process

IV. ADDRESS ADMINISTRATION

D. Appeal Process

1. Make a written request for review of the addressing issue to:

Addressing Office
101 E Vine St Ste 521
Lexington KY 40507

Include: Date
Name
Address
Phone Number or E-Mail address

Old and/or New Address
Explanation of nature of the issue and how it is inappropriate in the context of this guide

2. Addressing Committee Review

Agreement by majority of opinion of those present to reverse a previous decision or defer to 911 Hearing Board

3. 911 Hearing Board

Addressing Office presents documentation from meetings and reference relevant sections of the guide
Individual(s) requesting review presents an alternate opinion
911 Board renders a decision

V. APPENDIX

A. Private Street Sign Guidelines

Federal Highway Authority guidelines as defined in the Manual of Uniform Traffic Control Devices.

Lettering

Lettering on ground-mounted Street Name signs should be at least 150 mm (6 in) high in capital letters, or 150 mm (6 in) upper-case letters with 113 mm (4.5 in) lower-case letters.

On multi-lane streets with speed limits greater than 60 km/h (40 mph), the lettering on ground-mounted Street Name signs should be at least 200 mm (8 in) high in capital letters, or 200 mm (8 in) upper-case letters with 150 mm (6 in) lower-case letters.

Option:

For local roads with speed limits of 40 km/h (25 mph) or less, the lettering height may be a minimum of 100 mm (4 in).

Color

Street Name signs should have a white legend on a green background. A border, if used, should be the same color as the legend.

Private Designation (PVT)

If a private designation is used, the height and width of the designation shall not exceed the letter height of the sign. The private designation should be positioned to the left of the street name.

Section 2A.08

Retroreflectivity

The Street Name sign shall be retroreflective or illuminated to show the same shape and similar color both day and night. The legend and background shall be of contrasting colors.

Section 2A.19

Support

Sign posts, foundations, and mountings shall be so constructed as to hold signs in a proper and permanent position, and to resist swaying in the wind or displacement by vandalism.

Section 2A.16

Location

Signs should be located on the right side of the roadway where they are easily recognized and understood by road users.

V. APPENDIX

B. Secondary Unit Designators USPS

Secondary Unit Designator	Approved Abbreviation
APARTMENT	APT
BASEMENT	BSMT **
BUILDING	BLDG
DEPARTMENT	DEPT
FLOOR	FL
FRONT	FRNT **
HANGAR	HNGR
LOBBY	LBBY **
LOT	LOT
LOWER	LOWR **
OFFICE	OFC **
PENTHOUSE	PH **
PIER	PIER
REAR	REAR **
ROOM	RM
SIDE	SIDE **
SLIP	SLIP
SPACE	SPC
STOP	STOP
SUITE	STE
TRAILER	TRLR
UNIT	UNIT
UPPER	UPPR **

** Does not require Secondary Range Number to follow.

Service Type	LFUCG					Rutledge			Keico Environmental, LLC		
	Service	Rental Cost	Service Cost	Disposal Cost	Frequency	Service	Rental Cost	Service Cost	Service	Rental Cost	Service Cost
Residential	Yes	Property Tax	Property Tax	\$4.50 monthly	Once weekly	Yes	\$4.00	\$24.04 monthly	Yes	\$0	\$15.50 monthly
Appliances	Some	Property Tax	Property Tax	None	Scheduled	Yes	1 item	\$10	Yes	\$0	Smaller \$10
Refrigerator	Yes	Property Tax	Property Tax	None	Once weekly	No			Yes	\$0	Larger \$25
Waste	Yes	Property Tax	Property Tax	None	Once weekly	No			No		\$5 with cart service
Mailbox	Yes	Property Tax	Property Tax	\$38	Scheduled	Yes	Varies	Varies	No		
Commercial	Yes	Property Tax	Property Tax	\$4.50 monthly	Once weekly	Yes	\$20 monthly		No		
Residential	No					Yes	\$20-35 monthly	City Service/Property Tax			
2-yard	Yes	Private Rental	Property Tax	24-10 monthly	Twice weekly	Yes	\$20-35 monthly	City Service/Property Tax			
4-yard	Yes	Private Rental	Property Tax	36-15 monthly	Twice weekly	Yes	\$20-35 monthly	City Service/Property Tax			
6-yard	Yes	Private Rental	Property Tax	48-20 monthly	Twice weekly	Yes	\$20-35 monthly	City Service/Property Tax			
8-yard	Yes	Private Rental	Property Tax	None	Twice weekly	Cardboard					
9-yard Recycling	Private Service Only										
Impactor	Private Service Only										
30-yard						No					
40-yard						No					
11-Carts						Yes	Undisclosed	Undisclosed			
10-yard						Yes	Undisclosed	Undisclosed			
12-yard						No					
15-yard						Yes					
20-yard						No					
30-yard						Yes	Undisclosed	Undisclosed			
40-yard						Yes	Undisclosed	Undisclosed			

C & M Environmental

225-2521
Frankfort Court
Lexington, KY 40510

Sector	Service Type	Size	Cost	Solid Waste	Recyclables	Hazardous Waste	Special Waste	YardWaste
Residential	Roll-off cart	95 gal	\$20 rental & pickup	Service	Projected Service*	Not offered	Not offered	Not offered
	Roll-off dumpsters	12, 20, 30 cy	Daily rental fee Delivery fee One time charge Charge by pounds	Service	Service**	Service case by case	Not offered	Not offered
Commercial	Rear loader dumpster Lids and no lids	12, 20, 30 cy		Service	Service**	Service case by case	Not offered	Not offered

*95 gallon containers for residential recycling has not yet been implemented but is on the horizon.
 *As of now the thought is to limit recycling pick-up to cardboard & plastic when service becomes available.
 **They own a recycling center which accepts yardwaste, plastics, cardboard, & paper.
 **They fine customer who put trash into recycling containers.

Republic Services, Inc.

Janice Baxter 263-2000
451 Conway Ct
Lexington, KY 40511

Sector	Service Type	Size	Cost	Solid Waste	Recyclables	Hazardous Waste	Special Waste	YardWaste
Residential	Roll-away carts	95 gal	\$ 23.11 + fuel	Service	Service	Not offered	Not offered	Not offered
	Roll-off dumpsters *temporary rental	10, 20, 30, 40 cy	Varies \$300 for two weeks	Service	Not offered	Not offered	Not offered	Not offered
Commercial	Roll-off dumpsters	2, 4, 6 cy		Service	Cardboard	Case by Case	Not offered	Not offered
	Compactors	10, 20, 30, 40 cy		Service	Not offered	Not offered	Not offered	Not offered
	Open top containers	10, 20, 30, 40 cy		Service	Not offered	Not offered	Not offered	Not offered
				*Mainly Construction				

other than authorized by the director, division of traffic engineering shall erect any such sign or place any such marking.

Sec. 18-133. Obedience to loading zone signs.

(a) No person shall stop, stand or park a vehicle for any purpose or length of time other than for the expeditious unloading and delivery or pickup and loading of materials in any place marked as a loading zone during hours when the provisions applicable to such zones are in effect. In no case shall there be a lapse in the loading or unloading of materials in excess of thirty (30) minutes except when so marked by appropriate signs. This permitted lapse in loading and unloading operations is for the sole purpose of accumulating loads, signing of material receipts and incidental necessary activities.

(b) The driver of a passenger motor vehicle (as described in section 18-137 of this Code) may stop temporarily at the place marked as a loading zone for the purpose of and while actually engaged in loading or unloading.

(c) Where loading zones or other public parking spaces are not available in the near vicinity, any passenger motor vehicle (as described in section 18-137 of this Code) engaged in loading and unloading may park for the expeditious loading or unloading of materials in any place otherwise prohibited for parking as long as such loading or unloading does not exceed thirty (30) minutes. The above exceptions do not permit double parking.

(Ord. No. 191-70, § 1, 8-13-70)

Sec. 18-134. Permit for loading or unloading at an angle to the curb.

The police chief or administrator of the traffic bureau is authorized to issue special written permits with the approval of the director, division of traffic engineering to permit the backing of a vehicle to the curb or over the sidewalk for the purpose of loading or unloading merchandise or materials subject to the terms and conditions of such permit. Such permits may be issued either to the owner or lessee of real property or to the owner of the vehicle and shall grant to such person the privilege as therein stated and authorized herein, and it shall be unlawful for any permittee or other person to violate any of the special terms or conditions of such a permit.

Sec. 18-135. Loading and unloading of materials prohibited in central traffic district during certain hours.

No truck parking shall be permitted in loading zones in the central traffic district for any purpose between the hours of 4:00 p.m. and 6:00 p.m. except where indicated by appropriate signs.

Sec. 18-136. Size of trucks limited in loading zones.

No person shall park a truck in a loading zone in the central traffic district for the purpose of loading or unloading, if such truck is longer than twenty-four (24) feet unless by special permission of the police chief or his authorized agent, except in the following areas:

- (1) Vine Street from Broadway Street to Rose Street.
- (2) Water Street from Broadway Street to Limestone Street.

Sec. 18-137. Identification of passenger vehicles using loading zones.

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News - Local

Wednesday, Nov. 18, 2009 Comments (15) | [Recommend \(3\)](#)

City hears support for two-way streets downtown

By Beverly Fortune - bfortune@herald-leader.com

- bfortune@herald-leader.com

Gay Reading, an owner of Greentree Antiques and Tea Room, said converting Short Street and Second Street from one-way to two-way would be a "huge boost" for his shop and nearby businesses.

"We are very anxious to have two-way streets restored to downtown," Reading said. He described one-way streets as "a nightmare," especially when trying to give people directions on the telephone. Reading said he was authorized to speak on behalf of L.V. Harkness, Belle Maison and Trillum, whose owners also want two-way traffic.

Businesspeople and business property owners attended a meeting Tuesday to voice their views on a plan to make Short and Second two-way streets.

City planning director Chris King said communities across the country are converting one-way streets to two-way. Two-way streets were made one-way during the 1960s and 1970s "when so much emphasis was placed on automobiles," he said.

Studies have shown that two-way streets help businesses, make it easier to drive around downtown and create a more positive environment for pedestrians.

The city's Downtown Streetscape Master Plan recommends taking four pairs of downtown streets back to two-way traffic: Short and Second; Upper and Mill; Maxwell and High; and Vine and Main.

Tuesday's community meeting was the second of four to gauge support and "see if there are questions we have not thought to ask," King said. Comments from the meetings will be forwarded to Urban County Council members and Mayor Jim Newberry.

King said there is no money in the city budget at this time for converting the streets. The

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estimated cost is \$300,000.

Close to 600 letters were hand delivered, and 85 certified letters were mailed to residents, property owners and business owners who would be affected.

Chris Heflin and Robert Garrison, owners of Chase Tap Room, Hef's Sports Lounge and The Loft, all located in Victorian Square, were in total agreement with the two-way plan. "It's got to happen," Heflin said. "We think traffic flow will be a lot better with two-way streets."

Van Kirk, owner of Collision Reconstruction Associates and Sayre & Associates Forensic Engineering on East Second Street, said, "We have been for this, vociferously, for a long time." Kirk said he watches "suicidal people" going the wrong way down his block on a daily basis.

Less enthusiastic was interior designer Richard Kimbrel, who has a retail home accessory shop at 361 West Short Street. "I am totally amenable to two-way streets, but I can't afford to lose parking and the loading zone in front of my shop," he said.

Parking meters and loading zones are generally proposed for the south side of Short Street. Kimbrel's store is on the other side.

Reach Beverly Fortune at (859) 231-3251 or 1-800-950-6397, Ext. 3251



Comments

The Herald-Leader allows readers to comment on stories; the views expressed here are not those of the Herald-Leader or its staff. Readers must avoid personal attacks and libelous or inappropriate remarks, and users who violate our commenting policies can be banned from the site. See our commenting policy here. Some comments may be reprinted in the newspaper. Registered user names are posted with comments.

Add a comment (max 1000 characters)

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Comments:



15

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Newest first



msulli45 wrote on 11/18/2009 05:00:43 PM:

The City does not want traffic to move smoothly through downtown. Bad for businesses. The reason downtown died is because traffic could not move and there was no parking. That's why there are one-way streets since urban renewal. When it goes back to two-way that will be one more reason for me to avoid downtown. We have good traffic engineers. It's politics that causes traffic to be so bad. Politics never lets good plans come about because a few people don't want them. It's always been like that in Lexington

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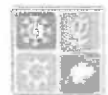
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News - News Columnists - Tom Eblen

Sunday, Mar. 01, 2009 Comments (23) | [Recommend \(6\)](#)

Downtown success a 2-way street

Proposed 'Streetscape' heralds a return to driving to, not through, Lexington

By Tom Eblen - Herald-Leader columnist

Eblen - Herald-Leader columnist

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What went wrong with American downtowns during the last half of the 20th century?

A lot, actually. But one big thing was that they were redesigned to work better for cars than for people. It's no wonder people abandoned them.

Lexington escaped the worst of it. Unlike many cities, Lexington didn't have an expressway routed through the middle of it. Interstate highways made America's small towns and rural areas more accessible, but they devastated many cities — cutting up neighborhoods and making downtowns less walkable, welcoming and safe.

Bluegrass & Beyond: Tom Eblen's blog

Downtown Lexington's legacy from 20th century traffic engineering efficiency is its one-way street pairs — primarily the east-west corridors of Short and Second, High

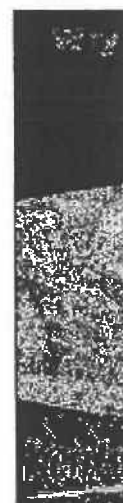
and Maxwell, Main and Vine and the north-south corridor of Limestone and Upper.

It was all done in the early 1970s with the best of intentions: Make it easier for shoppers to get to and from downtown so the stores won't move to the suburbs.

It didn't work. Worse yet, those one-way streets have hampered public and private efforts to reinvent and revitalize downtown Lexington ever since.

Here's the problem: Cars go faster on one-way streets, especially when lanes are wide. That makes traffic more dangerous, especially for pedestrians, and more noisy. One-way streets hurt business and confuse tourists.

Fortunately, after years of struggle, efforts to revive downtown Lexington are taking hold, thanks to some good planning and more than \$300 million in private investment. Mayor Jim



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Eblen: Si

Newberry unveiled a new "streetscape" plan Thursday that could make downtown even better.

The plan, developed by Covington-based KKG Studios, would make downtown a more people-friendly place to live, work and play. It also would add bicycle lanes and 170 additional street parking spaces during non-peak hours. Wider sidewalks would allow for easier walking and more outdoor dining.

A water feature would be built along Vine Street following the path of Town Branch Creek, which was buried beneath the street generations ago. A European-style glass pavilion would be built on Cheapside, Lexington's historic marketplace, as a home for the Lexington Farmers Market and community events.

It's a terrific plan that could help downtown achieve its potential for contributing to Lexington's economy and quality of life. It also assumes the conversion of most, if not all, of the one-way streets back to two-way traffic. That follows the recommendation of Lexington's 2006 downtown master plan.

Plans call for Short and Second streets to return to two-way traffic within 12 months, said Harold Tate, president of the Downtown Development Authority. Limestone and Upper Streets would be made two-way within two or three years. But Tate said further studies are needed before setting a timetable for returning two-way traffic to High, Maxwell, Main and Vine streets.

At Thursday's news conference, Newberry was pessimistic about returning two-way traffic to downtown's biggest drag strips — Main and Vine streets. "It's very complicated," he said, citing likely pushback from state traffic engineers and others. Newberry said he didn't expect to see it happen "in my lifetime."

That makes no sense.

After all, Main Street is two-way in each direction until it reaches downtown. That means traffic speeds up just when it should be slowing down.

"We've had a failed 40-year experiment with one-way streets downtown," said Phil Holoubek, a downtown developer whose projects include Main & Rose and the Nunn Building Lofts.

Once other one-way streets are converted and the Newtown Pike extension is completed in 2014 to route through-traffic around downtown, there's no reason not to return Main and Vine to two-way, he said.

Van Meter Pettit, a downtown resident who is developing the Town Branch Trail, agrees.

"Otherwise, we're saying that commuter traffic is a higher priority than urban redevelopment, when our master planning is telling us just the opposite," he said.

Successful cities across America are converting their one-way streets back to two-way and looking for other ways to make their downtowns work better for people than cars. In perhaps the boldest move yet, New York Mayor Michael Bloomberg announced plans Friday to convert Times Square into a pedestrian mall by May.

Lexington's city officials and their consultants have invested a lot of time, effort and money in solid plans for revitalizing downtown. They shouldn't let nay-saying by state traffic engineers or others jeopardize those efforts.

If downtown Lexington is to achieve its potential, it must become a place people want to drive to — not drive through.

Reach Tom Eblen at (859) 231-1415 or 1-800-950-6397, Ext. 1415, or at teblen@herald-leader.com. Read and

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SERVICES COMMITTEE MEETING SUMMARY NOVEMBER 3, 2009

All committee members were present except CM Beard. CM James was recognized to make a quorum until other members arrived. CM Gorton was present as well. The meeting was called to order at 1:00 pm

1. Loading & Unloading

CM James gave background information regarding this issue. She stated with the proposal of converting Short St. and Second St. the issue of loading & unloading zone areas will need to be discussed because we will lose a lane with the conversion. She stated in working with a group from Planning and Public Works they have talked about other cities that have dealt with this issue before. They stated the way the ordinance is now does not help with this issue and needs to be addressed. CM James stated we need to start looking at this issue now. She stated there will be public meetings coming forward.

2. Address & Firegate Identification/Numbering

CM Lane gave background information regarding this issue.

David Lucas, Director of Enhance 911, gave a Power Point presentation regarding address & firegate identification/numbering.

Mr. Lucas stated they started citing offenders August 2005 with the assistance of Code Enforcement. 238 citations have been issued to date with 2 being appealed and resolved with proper posting and 7 currently outstanding. He stated the Citation needs are: there are approximately 24% (40,000) addresses that are non compliant. He stated they need to obtain one staff person for addressing citation duties, fill vacant administration position to Address Board and require proper address posting to obtain Certificate of Occupancy.

Committee members asked questions regarding this issue and about advising the public of this.

Mr. Lucas stated they have worked with some neighborhood associations and will continue working on getting the information out. He stated he will send Council Members a statement for them to mail out to neighborhood association regarding this.

Mr. Lucas stated he will bring a revised ordinance back to this committee to review at the December meeting.

3. Private Solid Waste Providers

CM Gorton gave some background information on this issue.

CM Ellinger stated this issue will need to be postponed until the December meeting as no one from Solid Waste is present to discuss this issue.

4. Items in Committee

A motion by CM Crosbie to remove the issue of Multi Way Stop at Starshooter and Ogden from committee, seconded by CM Myers, passed without dissent.

A motion by CM Myers to remove the issues of Sign Ordinance & Imposing Fines for Right of Way Signage from committee, seconded by CM Crosbie, passed without dissent.

A motion by CM Crosbie to remove the issue of Curb Replacement Program from committee, seconded by CM Myers, passed without dissent.

Motion to adjourn, passed, meeting adjourned at 1:43 pm

Services Committee Items

November 16, 2009

Item	Referred By	Date Referred	Status
Solid Waste Ordinances	Stinnett	10-20-09	Dec 09
West Main/Vine Street Pedestrian Safety	Lawless	9-29-09	
Loading & Unloading Zones in Downtown	James	8-18-09	Nov 09
Private Solid Waste Providers	Gorton	2-13-09	Spring 09/Nov 09
Horse Cruelty	Beard	8-6-09	
Multi-Way Stop Glendover Dr @ Valley Rd	Beard	7-8-08	Petition Drive
Employee Automobile Usage and Reimbursement	Blues	5-13-08	General Services Update