



TULARE COUNTY RESOURCE MANAGEMENT AGENCY APPLICATION



GENERAL INFORMATION / COVER SHEET

ROAD NAMING OR RENAMING

(Private or Public)

Required as Condition of Approval

Self-Initiated

General Information:

Applicant _____

Mailing Address _____ City _____ State ____ Zip _____

Phone _____ Cell Phone _____ E-Mail _____

Agent (if applicable) _____

Mailing Address _____ City _____ State ____ Zip _____

Phone _____ Cell Phone _____ E-Mail _____

Project (check the appropriate box):

Designate a name for an unnamed road

Re-name an officially named road

Project Location:

Physical Location of Project (address, cross streets and nearest community): _____

Assessor's Parcel No(s): _____

Suggested names in order of preference:

1. _____

2. _____

3. _____

THIS SPACE FOR OFFICE USE ONLY

Application Received/Reviewed by: _____ Project Number(s) _____

Use Description _____

Current Zoning: _____ Economic Development Project: _____

Land Use Designation: _____

Agricultural Preserve & Contract Nos. (if applicable) _____

Filing Fee(s): _____ Total Amount Paid: _____

Date Received: _____ Payment Type: _____

Receipt Number(s) _____ Existing Entitlements/References: _____

PERMIT CENTER HOURS: Monday-Thursday 9:00 a.m. to 4:30 p.m. – Friday 9:00 a.m. to 11:00 a.m.

ROAD NAMING OR ROAD RENAMING APPLICATION

REQUIREMENTS, FEES AND INSTRUCTIONS *(Please use dark blue or black ink)*

The application form must be filled out completely and in every respect, with all questions answered and all required attachments, before the County can officially accept the application for processing. In the course of accepting and processing the application, the Permit Center Official or Planner may ask the applicant to clarify, correct or otherwise supplement the required information. The application may be filed with the Resource Management Agency Permit Center, at 5961 S. Mooney Blvd., Visalia CA 93277. RMA's phone number is (559) 624-7100.

1. The Tulare County regulations require a filing fee to be paid at the time an application is filed. This fee is to cover the cost to the County for processing the application through its various stages.

TYPE	FEE AMOUNT (SUBJECT TO CHANGE AT ANY TIME)
Road naming or renaming – private or public	\$710.00

IMPORTANT NOTICE: The applicant is responsible for the payment of all fees associated with this application.

2. **NOTE:** This application must be signed by the legal property owners with access to the subject road, indicating whether they support or oppose the proposed road name or road name change. (A clear majority – 75% of affected property owners – must support the road name.)
3. Guidelines for road names are noted on the next page.
4. After Staff determines that a proposal does not conflict with the County Ordinance, Planning Commission policy requirements, or existing road names along the same alignments, a notice will be mailed to property owners whose properties are located on, or have access to, the road. The notice will specify the proposed name and set a public comment period of at least 15 days, during which written objections or comments on the proposed name may be mailed or delivered to the Planning Director. Objections and/or comments will be deemed received as of the postmark date if mailed or date stamped if delivered. At least 5 days but not more than 30 days after the close of the public comment period, the Planning Director shall approve a name for the road. Any decision shall be final unless appealed to the Board of Supervisors (2800 W Burrel, Visalia CA 93291-4582) within 10 days of the date of the signature on the decision. No appeal will be deemed filed until payment of the appropriate appeal fee is made.

SUMMARY OF REQUIREMENTS FOR SUBMITTAL OF A ROAD NAMING APPLICATION

1. Completed Application
2. Owner's Affidavit *(signed by property owner(s))*
3. Assessors parcel map(s) indicating road location(s), alignment(s) and parcel(s) with frontage and/ or access to the road(s), property owner names and Assessor's Parcel Numbers (APNs) for each parcel.
4. A list of property owners (by APN) with their signatures, indicating whether they are for or against the proposed road name or road name change.
5. Filing Fee

ROAD NAMING, SIGNAGE, ADDRESSES AND POSTING

1. The County has established a coordinated system of street numbers and names, for the convenience, safety and general welfare of the people. (Tulare County Ordinance, Article 3, Sections 7-19-1430 et seq.; and policies of Planning Commission Resolution No. 7122)
2. A “road” is defined as “vehicular access to more than one parcel; vehicular access to any commercial or industrial occupancy on one or more parcels; or vehicular access to a single parcel with more than two buildings or four or more dwelling units.” If an existing access does not meet those criteria, it is considered a driveway and will not be given a name, but may be given an address where it intersects an actual road.
3. As noted above, a clear majority – 75% of affected property owners – must support the road name or renaming. The County does not suggest names for roads or arbitrate differences in name preferences.
4. Road naming requirements:
 - a. Avoid naming a road after a living person unless there is 100% agreement among the property owners.
 - b. Avoid duplication of similarly spelled or similarly sounding names within the same community.
 - c. Only one name will be given to one alignment. Although a road may turn 90 degrees, if it is the only one providing access to parcels, the same name shall apply to the entire length of the road.
 - d. Any extension of an existing named road, whether private or public, shall be given the same name.
 - e. Public roads with an east-west alignment shall be designated “Avenues”, those having a north-south alignment shall be “Roads,” and those with a diagonal or curved alignment shall be “Drives.”
 - f. Public or private cul-de-sacs shall be designated “Courts.”
 - g. Private roads shall be designated “Lanes”, “Trails”, “Drives” or other designations.
 - h. In mountainous areas, roads shall be named with naturalistic names or names with historical or regional significance. Class 1 and Class 2 Roads shall be designated “Drives.”, Class 3 Roads shall be designated “Ways”, and all Select System Roads shall be designated “Boulevards.”
5. Once a road name has been approved and placed on the official map(s) the applicants must contact the Tulare County Resource Management Agency-Transportation/ Utilities Branch at 559-733-6291 within 30 days for information about having a sign installed to identify the road. The proponents will also bear the cost of manufacturing and placement of the sign by the County. Pre-existing signs on private roads already identifying the approved road name may remain if they are legible and readily visible for road identification.
6. Once signs are installed, property owners may request addresses to be issued by the Tulare County Resource Management Agency – Permit Center. Requests should be made on a group basis, whenever possible, with one or two persons acting as spokesperson(s) for the group. Include the APNs for individual properties, an APN map identifying properties, the names and current mailing addresses of the property owners. If a property has more than 50 feet of frontage along a road, then a measured distance from one property line to the driveway is needed. Mail or bring the information to the Permit Center. Phone orders will not be accepted. County will notify the emergency services offices and the post office. The property owners should inform the local phone company (for 911 information), all utility services and others of the change of address.
7. Within 30 days after issuance of address numbers, occupants or owners shall post numbers that comply with standards required by County Ordinance. Numbers shall be made of durable material, at least three inches high, easily visible and legible from the road. In the foothills or mountains, numbers shall be at least three inches high, ½ inch wide and of a reflective color that contrasts sharply with the background. If multiple addresses are required at a single driveway, they shall be mounted on a single post at the driveway entrance.

