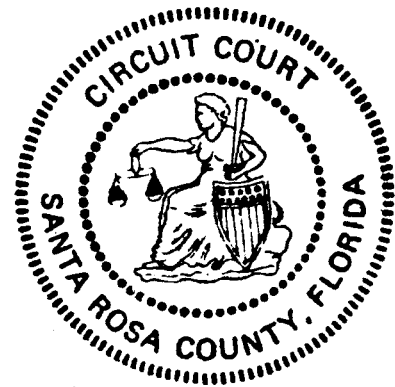


AN ORDINANCE ESTABLISHING A UNIFORM PROPERTY NUMBERING SYSTEM IN SANTA ROSA COUNTY; PROVIDING FOR THE ASSIGNMENT OF STREET NAMES AND NUMBERS AND ADMINISTRATION OF THE SYSTEM; PROVIDING FOR ELIMINATION OF DUPLICATE AND SIMILAR SOUNDING NAMES THROUGH CHANGES; PROVIDING FOR THE ASSIGNMENT OF NEW STREET NAMES AND NEW BUILDING NUMBERS AND NOTIFICATION TO THE AFFECTED RESIDENTS AND BUSINESSES; PROVIDING FOR POSTING OF BUILDING NUMBERS; PROVIDING FOR ESTABLISHMENT OF FEES FOR ADDRESS APPLICATIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.



WHEREAS, Santa Rosa County is replete with streets having duplicate names; and

WHEREAS, there is no uniformity in the building numbers used in Santa Rosa County;

WHEREAS, the lack of uniformity of building numbers and the duplication of street names has high potential for contributing to delays in providing emergency services; and

WHEREAS, the lack of uniformity of building numbers and the duplication of street names results in less efficient mail delivery services, package and goods delivery, and utility services; and

WHEREAS, the U. S. Postal Service has determined that it will no longer assign street names and address numbers and is in the process of converting rural routes to a numerical (ZIP) system; and

WHEREAS, the Board of County Commissioners has determined it is in the best interest of the public health, safety and well being of the citizens of Santa Rosa County to establish and implement a uniform street naming and numbering system in Santa Rosa County: NOW

THEREFORE,

BE IT ORDAINED by the Board of County Commissioners of Santa Rosa County, Florida:

SECTION 1: SHORT TITLE AND AUTHORITY: This ordinance shall be known as the Santa Rosa Street Naming and Numbering Ordinance and is adopted under the authority of Florida Statutes, Chapters 125 and 336.

SECTION 2: DEFINITIONS: For the purposes of this Ordinance the following terms, phrases, words, and their derivatives shall have the meaning given herein, unless their use in context clearly indicates otherwise:

(A) Assessory Building: A building which is clearly incidental or subordinate to and customarily utilized in connection with a principal building located on the same lot.

(B) Principal Building: Any structure which is designed, built, or used for the support, enclosure, shelter, or protection of persons, animals, chattels, or property of any kind for any residential, commercial, or industrial purpose.

(C) Building Front: That area of a building which faces the public or private way pursuant to which the building is numbered.

(D) Grid System: A series of designated north/south parallel lines intersecting a second set of east/west parallel lines within a one square mile area (i.e., "section"), as indicated on the official "property numbering maps".

(E) Numbering System: A uniform method of assigning and co-ordinating the addresses of buildings and properties based on a designated grid system contained in the official "property numbering maps".

(F) Occupant: Any person, firm, entity, partnership, trust, corporation, association, or other organization who is occupying or leasing a building or other property for a period exceeding thirty (30) days.

(G) Owner: Any and all persons, firms, entities, partnerships, trusts, corporations, associations, or other organizations owning the fee title to, or having an undivided interest in, any building or property which is subject to the provisions of this Ordinance.

(H) Private Way: Any officially named thoroughfare used for vehicular traffic which is not included in the definition of "public way" and which is not maintained by Santa Rosa County. This term shall include, but is not limited to, roadways or driveways in apartment, condominium, commercial, or industrial

complexes, which have been named and in which signs have been placed in accordance with Santa Rosa County Policy and Florida Statutes 316.077 (State Uniform Traffic Law).

(I) Public Way: That area of an officially named public road or right-of-way, either paved or unpaved, which is intended for vehicular traffic, excluding service entrances or driveways.

SECTION 3: STREET NAMES AND NAME CHANGES: All public and private ways within the county shall receive names from the County Civil Defense and Public Safety Departments.

(A) Street names chosen shall be pleasant sounding, easy to read, and to the extent possible, of a character which allows the public to relate to and remember the names.

(B) Street name duplications that exist as of the date of this Ordinance will be renamed as an element of the renumbering process. Similar sounding names shall be considered to be a duplication regardless of the spelling.

(C) Changes in street names will be considered where any of the following conditions exist:

1. Where a street is unnamed;
2. Where the configuration of a street results in confusion in the numbering process;
3. Where a street has more than one name and a single name is in the public interest;
4. Where a street is phonetically similar to another street in the same sector;
5. Where there is a duplication of names within a sector.

SECTION 4: BUILDING, NUMBERING SYSTEM ESTABLISHED: uniform system of numbering buildings identified by the title, "Numbering System", will be filed in the office of the Civil Defense/Public Safety Department. Maps, graphics, tapes, all explanatory material, and records used in maintaining the "Numbering System" and related thereto are hereby adopted, incorporated herein by reference, and made a part of this Ordinance.

SECTION 5: ADMINISTRATION AND NUMBER ASSIGNMENT: Civil Defense and Public Safety Departments will be responsible for managing, co-ordinating, and maintaining the "Numbering System".

BOOK 795 PAGE 418  
SANTA ROSA COUNTY, FLA.

Administrative procedures for assigning numbers shall include as a minimum:

**ORDINANCE BOOK 2 PAGE 36**

(A) The owner, occupant, or person in charge of any building to which a number has been assigned will be notified in writing of the number assigned;

Should an existing building have, exhibit, or be addressed by a number in conflict with the uniform "Numbering System" established in this section, notice shall be given to the owner, occupant, or person in charge whose building is in conflict.

(B) Such notice shall be in writing, and delivered to the owner, occupant, or person in charge by (1) posting the notice in a conspicuous place on the building, or (2) hand delivery. Hand delivery should be used when reasonably possible. Such notice shall contain the new number(s) assigned, and direct the owner or the occupant to post the newly assigned number in accordance with Section 6 of this Ordinance. There shall be no charge for this service.

(C) Application for street names or street name changes may be requested by any property owner abutting the street involved. Applications shall be made to the County Civil Defense and Public Safety Departments, and shall contain the proposed name, a general location map, and a petition or other demonstrative form of approval of the street name change by all other property owners on the street/easement, and in the case of a private street or easement, written permission from the property owner(s) on whose property the street sign is to be placed.

(D) Street name changes requested by applicants shall be reviewed by Civil Defense and Public Safety Departments. The street name will be assigned where the name applied for it and approved.

(E) In the case of new construction, two legible copies of approved final subdivision plats, or alternatively, where no subdivision is involved, two legible copies of an approved final site plan shall be furnished for county review. The plans will be on a scale of one inch equals 100 feet (1"/100'). Upon completion of number assignments one copy of the plat or plan showing building numbers/streets shall be returned.

SANTA ROSA COUNTY, FLA.  
BOOK 795 PAGE 419

(F) For new construction, the County may levy a fee or charge for review, number assignments, recording, keeping affected organizations advised, and other actual costs incurred in the number assignment process. The fee shall be established by the Board of County Commissioners.

SECTION 6: STANDARDS FOR NUMBERING: All principal buildings in the unincorporated areas of Santa Rosa County shall have its assigned building number properly displayed, whether or not mail is delivered to such building. Numbers need not be displayed on accessory buildings. Physical numbering shall conform to the following standards:

(A) Numbers must be clearly visible and legible from the public or private way on which the building fronts with Arabic numerals not less than three inches (3") in height and one half inch (1/2") in width;

(B) Numbers must be in a color contrasting to the building background;

(C) Where applicable, easily legible numbers shall also be affixed to the mailbox serving the building or house;

(D) Assigned numbers shall be displayed on the front entrance of each principal building and, in the case of a principal building which is occupied by more than one business or family dwelling unit, on each separate front entrance;

(E) Any different numbers which might be mistaken for or confused with the number assigned in accordance with the "Numbering System" shall be removed upon proper display of the assigned number.

SECTION 7: PENALTY:

(A) No Certificate of Occupancy shall be issued for any principal building until the owner or developer has procured the official numbers for the premises and displays the same in accordance with the requirements of this Ordinance.

(B) Any person, firm, entity, partnership, trust, corporation, association, or other organization failing to comply with the provisions of this Ordinance within thirty (30) days of notification of an initial assignment of a building (address)

SANTA ROSA COUNTY, FLA.

BOOK 795 PAGE 420

number or a change of address shall be guilty of a misdemeanor of the second degree and punishable as provided by State law.

SECTION 8: SEVERABILITY: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separated, distinct, and independent provision and such holding shall not effect the validity of the remaining portion of this Ordinance.

SECTION 9: EFFECTIVE DATE: A certified copy of this Ordinance shall be filed in the office of the Secretary of State within ten (10) days after enactment, and this Ordinance shall take effect upon receipt of official acknowledgement from that office that said Ordinance has been filed.

PASSED and ADOPTED this 27th day of February, 1986, A.D.

BOARD OF COUNTY COMMISSIONERS  
SANTA ROSA COUNTY, FLORIDA

BY: William Canell  
Chairman

ATTEST:

Gerald F. Barnes  
Clerk of Court

I, Gerald F. Barnes, Clerk of the Circuit Court of Santa Rosa County, do hereby certify that the same was adopted and filed of record and a copy deposited in the Postal Department of the United States of America for delivery by registered mail to the Secretary of State of the State of Florida on this 4th day of March, 1986.

Gerald F. Barnes  
Clerk of Court

FILED  
SANTA ROSA COUNTY  
CLERK'S OFFICE  
MAR 13 3 57 PM '86  
GERALD F. BARNES  
CLERK OF COURT  
MILBURN, FLA.

009473

BOOK 795 PAGE 421  
SANTA ROSA COUNTY, FLA.

ORDINANCE BOOK 3 PAGE 38