

STATE OF TEXAS)
)
COUNTY OF COMANCHE)
)
CITY OF DE LEON)

DE LEON CITY COUNCIL

CITY ORDINANCE NO. 001-97

WHEREAS, the City of De Leon desires in cooperation with Comanche County to help facilitate the development, implementation and maintenance of an enhanced 9-1-1 emergency communications system which relies on the automatic display of a caller's phone number and address when they dial 9-1-1; and,

WHEREAS, approximately fifty percent of the residents in the City of De Leon do not have assigned addresses; and,

WHEREAS, the City of De Leon, the local governing body has the authority to adopt standards to name streets and assign address numbers to property located in the incorporated area of the City; and,

NOW, THEREFORE, BE IT ORDAINED, THAT THE DE LEON CITY COUNCIL OF THE CITY OF DE LEON, TEXAS in regular meeting duly convened and acting in its capacity as the governing body of De Leon, Texas does hereby adopt the standards attached hereto.

PASSED AND APPROVED on first reading this 25th day of February, 1997.

PASSED AND APPROVED on second reading this 11th day of March, 1997.

ATTEST:



Mayor



City Secretary

**NAMING STREETS AND ASSIGNING ADDRESS NUMBERS STANDARDS
ADOPTED WITH THIS CITY COUNCIL ORDINANCE.**

ASSIGNING STREET NAMES

Two main objectives should be considered in proposing and assigning street names: (1) avoidance of duplicate or similar names and (2) continuity with existing street names.

The logical, grammatical order of address elements should be: (1) street number, (2) post-directional suffix, (3) primary street name, (4) secondary number if any. (Example, 201 S. Main Street #408).

Street types should be categorized and defined for consistency. (Example, "Circle" and "Loop" should be used only for streets which actually form a loop or circle). "Boulevard" can be assigned to a street with at least 90 feet of right-of-way and streets longer than 1,500 feet may be designated "Avenue" or "Parkway".

Street names should be continuous through out the entire length of the street, and even if it changes directions. New subdivisions should continue the name of an existing street or a previously approved name on an adjoining plat.

Each primary street name should be used only once, except that on short loops or circles it may have the same root name as the street it intersects. (Example, River Oaks St., and it intersects a circle, then the circle could be named River Oaks Circle).

Non-specific addresses such as corner location addresses are not permitted (Example, Main & 1st. Street).

Multiple names with the same primary name are to be limited to 10 or less occurrences (Example, Oak Way, Oak View, Oak Hills, Oak Mont).

The postal service list of abbreviations will be the recommended standards to follow.

STREET NAME CHANGES

Proceedings should be initiated by either a petition of the directly affected property owners or by the City Councilor of the jurisdiction in which the street is located. Approval for the change is not final until voted on by the full governing body. The following rationale should be adopted as reasons for which a request for change will be considered.

Technical: to establish continuity; eliminate duplication; correct misspelling; enhance ease of location; improve

coherence of street numbering system; or provide a needed roadway designation such as circle or loop.

Neighborhood Enhancement or Recognition: to recognize a person or organization; to favor neighborhood association with its location, history, or area characteristics.

ASSIGNING STREET NUMBERS - CITY NUMBERING SYSTEM

The first step is to determine the point of origin for each street and consistently number in equal increments from that point of origin. This numbering system is based on relatively small, equal intervals and provides the capability to assign numbers as needed regardless of the lot size of the existing properties. This is especially important in certain areas of the City, since much of the property may be undeveloped.

NUMBERING BY CITY

The City Council may, if they deem it advisable, officially number the houses within the City and for such purpose may employ such persons as they deem suitable to perform such work, and prescribe the compensation to be paid such persons. It shall be the duty of all persons owning or occupying any house to permit such persons to freely enter thereon for the purpose of performing such work of officially numbering any house.

It shall be the duty of the owner of any house situated in the City to place or permit to be placed thereon in some conspicuous place on such house an official street number, so that the number may be plainly seen and observed from the street. In case the owner is a nonresident of the City it shall be the duty of the agent of the owner or the occupant of such house, when such agent or occupant is notified by the City, to place such official number on such house; provided, that such agent or occupant so notified shall be allowed thirty (30) days' time from the date of the receipt of the notice to place such official number on such house.

CHARGE FOR NUMBERS FURNISHED BY CITY

In case the City Council determines to do the work of officially numbering houses in the City, the official numbers shall be furnished for a fee of less than (\$5.00) dollars. It shall be unlawful for any owner to charge any tenant, or occupant of any house compensation for any such official number.

NUMBERING METHOD IN GENERAL

All houses shall be considered officially numbered when numbered in accordance and compliance with the terms of this

article and in accordance with prescribing the method of numbering houses adopted by this ordinance and of record in the office of the City Hall.

OBTAINING THE CORRECT ADDRESSING NUMBER

It shall be the duty of the City Manager, upon application, to give the proper number for houses to persons requesting the same. Such persons shall be required to state the street upon which the house to be numbered is situated and the direction and distance the same is situated from the nearest cross street.

ALTERING, REMOVAL, OF NUMBERS PLACED AT THE DIRECTION OF THE CITY

In the event the City Council has determined numbering the houses within the City, each official number shall be placed on each house in the manner provided by this article and it shall thereafter be unlawful for any person to willfully deface, injure or remove any such number; provided, that a person shall have the right to remove such number when altering or changing the house and then shall place such number temporarily at some other part of such house where it will show conspicuously from the street.

BLOCK LENGTHS

The principle concerns are consistency, to the extent possible and ability to assign numbers in a flexible range of intervals, such as 8 feet to 25 feet lengths on block frontage. Existing addressing or street layouts may require adaptation to a different block length in part of the area to be addressed. The recommended standard is ten blocks per mile or approximately 528 feet for a practical length.

Assuming approximately 528 foot blocks, 100 numbers per block (50 separate numbers for each side) there is a potential for assigning a number for each 10 feet. Hundred blocks will change at each street crossing.

BASELINE STREET BOUNDARIES

Reynosa Street, shall be the base line for the purpose of numbering houses for every street running North or South or substantially in that course, and each street so running north or south shall, for the purpose of such numbering, have its beginning point at the Reynosa Street Base Line. The numbering shall begin at such initial point with the number "100" increasing north or south as the case may be, from such initial point to the City Limits.

Fannin Avenue and Texas Avenue, shall be the base line for the purpose of numbering houses for every street running East or West or substantially in that course, and each street so running east or west shall, for the purpose of such numbering, have its beginning point at the Fannin Avenue, or at the Texas Avenue Base Line. The numbering shall begin at such initial point with the number "100" increasing east or west as the case may be, from such initial point to the City Limits.

ASSIGNMENT OF NUMBERS

From the Reynosa Street Base Line, the odd numbers shall appear on the EAST side of the streets running south, and on the EAST side of the streets running north.

From the Fannin Avenue and Texas Avenue Base Line, the odd numbers shall appear on the SOUTH side of the streets running east, and on the SOUTH side of the streets running west.

From the Reynosa Street Base Line, the even numbers shall appear on the WEST side of the streets running south, and on the WEST side of the streets running north.

From the Fannin Avenue and Texas Avenue Base Line, the even numbers shall appear on the NORTH side of the streets running east, and on the NORTH side of streets running west.

SPECIFICATIONS FOR NUMBERS

Engineering grade reflective sheeting on aluminum, or as designated by the City Council.

Color: black lettering on white reflective background, or as designated by the City Council.

House Addresses: use 4 inch or larger series C or B upper-case letters on a reflective background, or as designated by the City Council.

Street Signs: use 4 inch series C or B upper-case on 6 inch street name sign blank (flat blade), or as designated by the City Council.

Use 1 inch to 2 inch series C or B upper-case letters for Lane, Loop, Circle, etc., or as designated by the City Council.

Use 1 inch to 2 inch series C or B numbers positioned in the bottom right corner of the sign to designate the the block number of the street, or as designated by the City Council.

Visibility of Street Signs:

The sign should be free of bushes, limbs, etc. that may

inhibit the clear view of the sign. Any obstruction of road signs should be reported to the City Manager, and a memo to clear passed on to the appropriate City Employee for action. Therefore, records of action taken can be clearly documented.

Placement:

Reflecting street signs shall be installed at all intersections and at other points where appropriate along the street and public roadways, or as designated by the City Council.

Signs shall be placed on approved metal posts 7 feet above the pavement or dirt right of way in accordance with the Texas Highway Department Standards and at the expense of the developer. The height, metal post standard can be changed for any given area of the City as designated by the City Council.

Approval of this ordinance gives the City Council the authority and standards at such given time to require all home owners to post their official assigned addresses. Any issue not addressed in these standards shall be resolved using the guidelines presented in either:

(1) The addressing Handbook for Local Governments produced by the State of Texas Advisory Commission of State Emergency Communications, or

(2) The Street Name and Service Location Addressing Guidebook produced by the Capital Area Planning Council, or,

(3) Meeting of the City Council to resolve any issue not detected in the two named addressing handbooks presented above. However, the City Council by this ordinance, reserves the right to over rule any and all portions of the named addressing handbooks presented above if necessary on a line by line item.