

ORDINANCE NO. 99-43

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA, AMENDING ORDINANCE NO. 88-23, AS AMENDED, WHICH ESTABLISHED A UNIFORM BUILDING NUMBERING SYSTEM; AMENDING A PORTION OF ORDINANCE 92-14, SPECIFICALLY AMENDING SECTION 2, DEFINITIONS, AND SECTION 7. STREET NAMES; ADDING A NEW SECTION 8. STREET/ROAD/EASEMENT NAME CHANGES; ADDING A NEW SECTION 9. PRIVATE ROAD/STREET/EASEMENT NAMES; ADDING A NEW SECTION 10. ADDRESS NUMBERING SEQUENCE; ADDING A NEW SECTION 11. POSTING STREET NAMES; ADDING A NEW SECTION 12. SUBDIVISION, PLAZA AND BUILDING NAMES; RENUMBERING SECTION 13. PENALTIES; RENUMBERING SECTION 14. CODIFICATION; RENUMBERING SECTION 15. SEVERABILITY; RENUMBERING SECTION 16. EFFECTIVE DATE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners has entered into an interlocal agreement with the Sheriff of Nassau County wherein the entire management of 911 operations, including mapping and addressing, is transferred to the Sheriff's Office; and

WHEREAS, pursuant to said interlocal agreement, the Board agreed to grant the Sheriff the authority to realign address assignments and have street naming authority; and

WHEREAS, the Board of County Commissioners has found it necessary to amend Ordinance No. 88-23, as amended, in order to grant the Sheriff of Nassau County the authority to rename or renumber any streets, roads or lanes for 911 purposes.

NOW, THEREFORE, BE IT ORDAINED this 20th day of December, 1999 by the Board of County Commissioners of Nassau County, Florida, that Ordinance No. 88-23, as amended by Ordinance No. 92-14, shall be further amended as follows:

1. SECTION 2. DEFINITIONS.

For the purpose of this Ordinance, the following terms, phrases, works, and their derivations shall have the meaning ~~given herein~~, that

is provided in the current National Emergency Number Association (NENA) Standard Guidelines, unless the context clearly indicates otherwise:

(a) Accessory Building: A building which is clearly incidental or subordinate to and customarily utilized adjacent to and 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 or Facade: That area or façade of a building which has visible numbers from a public or private street or way because it faces the public or private street or way pursuant to which the building is numbered. When a building is constructed on a corner lot, the building front or facade shall be that area of the building which faces the street on which a projected address was assigned or, in the event a projected address has not been assigned, the area so designated by the ~~911 SALI numbering system~~ Sheriff's Office.

(d) Building Numbering Maps: A master set of maps which, in conjunction with approved plats and site plans, details the existing street name and numbering ~~scheme~~ sequence ranges within Nassau County. Said maps, in addition to the plats and site plans, ~~being currently designated the tax maps.~~ will be designated the MASTER STREET ADDRESSING MAPS and will be kept by the Sheriff. A record of changes, encompassed of the Street Naming Assignment Forms, will be forwarded to the Clerk of Courts on an annual basis.

~~— (e) 911 SALI Coordinator: That person designated by the Emergency Management Director to design, implement, and maintain an emergency telephone response system which involves the expeditious~~

~~response of public safety, police, and other services resulting from such emergency telephone system.~~

(e) Sheriff or his designee: The Sheriff shall be the Sheriff of Nassau County, Florida. The designee shall be the person or persons, employed by the Sheriff, specifically indicated by him to be his/her designee for the purposes of this Ordinance.

(f) Grid System Guide: ~~A series of designated North/South parallel lines intersecting a second set of East/West parallel lines, as indicated on the official "master grid maps". That grid system as defined in the NENA standards.~~

(g) Non-conformance: Any failure to comply with the provisions of this Ordinance including, but not limited to, by way of example: a number out of sequence, odd or even number on wrong side of street, rural box numbers in a 911 addressed area, numbers improperly affixed, numbers illegible, numbers unclear, numbers obstructed, numbers not visible, numbers not present, numbers of improper size, numbers not in contrast with immediate background, weatherworn numbers, wrong numbers, and non-approved numbers.

(h) Uniform Building Numbering System: A numeric ranging system by which existing buildings and projected lots and parcels for future buildings are assigned addresses in a coordinated and uniform method ~~based on a~~ as designated by and on the master grid range assignment maps. ~~system contained in the official master grid maps.~~

(i) 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.

(j) Owner: Any and all persons, firms, entities, partnerships, trusts, corporation, associations, or other organizations

who own the fee title to, or have an undivided interest in, any building or property which is subject to the provisions of this ordinance.

(k) Private Way: Any street, road, avenue, drive, cul-de-sac, or other thoroughfare, one thousand feet (1,000') or more in length, used for vehicular traffic and any easement or right-of-way that provides sole access to more than one parcel or lot which is not included in the definition of "public way" and which is not maintained by Nassau County. This term shall include, but is not limited to, roadways or driveways in mobile home parks, apartments, condominiums, commercial, or industrial complexes.

(l) Projected Street Name and Numbering Scheme: All approved site plans and plats, including amendments thereto, which contain projected street names and addresses although no construction or development has occurred on the projected street.

(m) Public Way: Any area of a public road or right-of-way, either paved or unpaved, which is intended for vehicular traffic, and that has been dedicated to Nassau County for the purpose of vehicular traffic and for use as a thoroughfare for vehicular traffic whether accepted or not by Nassau County, excluding, however, service entrances or driveways.

2. SECTION 7. STREET NAMES.

The ~~911 Coordinator~~ Sheriff or his designee shall be responsible for coordinating the street numbering system and for approving new names and designations. The naming of existing streets which have no official name shall be in accordance with this ordinance.

The ~~911 Coordinator~~ Sheriff or his designee shall record and maintain records of all street names currently assigned under Ordinance

No. 88-23, as amended, ~~all names and numbers which have ever been assigned~~, and shall approve new names to insure that duplication of street names are prevented. A copy of the Street Naming Assignment or Re-Assignment form and the Plat Re-Naming Form will be filed with the Clerk of Courts on a quarterly basis.

There shall be no further duplication of road names. Numbers shall not be used as street names nor shall punctuation be allowed in street names.

It is not permissible to differentiate the same name by a suffix such as street or avenue (i.e., Washington Street and Washington Avenue). Also, there shall not be a directional used in road names, (i.e. East Grove Street).

Street names that "sound alike" such as Peach and Beach and Lynwood and Linwood shall not be permitted in the same postal zone or in the same emergency Support Number (ESN) area.

A street running in one direction should have only one street name throughout its entire length.

Preliminary plats shall be received by the Nassau County ~~Engineer~~ Public Works Department which shall forward a copy to the ~~911 Coordinator's~~ Sheriff's Office for review.

The ~~911 Coordinator~~ Sheriff or his designee will review the preliminary plats to ensure new street names are consistent with this ordinance. ~~and the provisions of Ordinance No. 88-17 and 88-23, as they apply to the addressing and street naming system.~~

Street names and designations on new plats must be approved by the ~~911 Coordinator's Office~~ Sheriff or his designee before ~~Building and Zoning~~ Public Works Department approval. Streets which are functionally or physically extensions of existing streets will be given the name of the existing street. Once a plat is approved by the ~~911~~

Coordinator's Office Sheriff or his designee a letter will be issued indicating the approval of the street names and a copy will be sent to the Building and Zoning Public Works Department. Approval by the Sheriff or his designee shall be accomplished in a timely manner.

Before a plat receives its final approval by the Board of County Commissioners, all Global Positioning Satellite (GPS) data, in accordance with the Land Development Regulations, must be provide in digital format to the Sheriff or his designee.

The following list of standard suffixes will be adhered to in plat approval and naming and re-naming of streets meeting the E911 dispatching requirements:

- (a) Boulevard: ~~A major thoroughfare running in a diagonal direction rather than east west or north south.~~ A street with a median or divided by a landscaped center island its entire length that is over 1000 feet long with more than two intersections.
- (b) Courts: A cul-de-sac or permanent dead-end street which does not intersect with any other street beyond its origin and is less than 1,000 feet in length.
- (c) Loops: Short drives that begin and end in the same street.
- (d) Circles: Short streets that return to themselves; may have a short entrance road of 200 feet or less that may carry the same name.
- (e) Parkway: A special scenic route or park drive.
- (f) Lanes: Uninterrupted curving or straight streets, of less than 1,000 feet, ending as a cul-de-sac.
- (g) Place: A cul-de-sac or permanent dead-end road.
- (h) Way: Diagonal streets less than 1,000 feet in length with no more than two intersections.

(i) Streets: Run north and south and are greater than 1,000 feet in length.

(j) Avenues: Run east and west and are greater than 1,000 feet in length.

(k) Drives: Curving or winding streets thoroughfares, with two or more intersections that are greater than 1,000 feet in length.

(l) Road: Diagonal or curving streets greater than 1,000 feet in length.

(m) Trail: ~~All~~ Any curving streets greater than 1,000 feet in length.

(n) Cul-de-sac: Where a street does not extend beyond the boundary of the subdivision or its continuation is not required ~~by the Commission~~ for access to adjoining property, its terminus shall not normally be nearer to such boundary than fifty (50) feet.

~~Once a plat has received final approval from the Board of county Commissioners, all street names will be added to the Master Street Addressing Guide (MSAG).~~

~~Letters requesting the renaming of an existing street shall be submitted to the Office of the 911 Coordinator. Said letters shall be accompanied by a list of all current property owners adjoining the street and provide that all property owners are notified. The letter requesting the renaming of a street must be endorsed in writing by a majority of persons owning property adjoining the street.~~

~~When the 911 Coordinator's Office receives a request to rename a street, the 911 Coordinator's Office will review the MSAG to verify the new name is not currently in use. A determination will also be made if the new name meets the guidelines of this ordinance. If the new name is not in conflict with names already assigned, the 911 Coordinator's Office will approve the new name for 911 purposes. and forward the~~

~~request with the Department's approval to the Board. If the Board approves the renaming of the street, the 911 Coordinator's Office will receive a copy of the resolution or minutes from the County Clerk, where said new name was approved.~~

~~a. The Office of the 911 Coordinator is exempt from the requirement to receive a majority of property owners' approval, prior to requesting Board approval, for the renaming of a street, provided the street renaming is required to prevent conflicts in the 911 addressing and street naming system.~~

~~ji. The naming of existing streets which previously had no name shall be in accordance with all sections of this ordinance.~~

~~j. The re-addressing or re-naming of any streets roads, or lanes for 911 purposes shall be the responsibility of the Sheriff.~~

3. SECTION 8. STREET/ROAD/EASEMENT NAME CHANGES

The following regulations are established for changing the name of a Street/Road/Easement that has been legally named and recorded:

a. To change the name of an existing recorded road, those person(s) requesting the name change shall obtain an application from the Sheriff's office. This application shall be submitted to the Sheriff which demonstrates that notice of the proposed change has been forwarded by certified United States Mail, return receipt requested, to the official mailing address listed in the Property Appraiser's Office for each real property owner on the subject road/street/easement.

- b. The notice shall be in the form prescribed by the Sheriff and shall provide that if the property owner desires to object to the road/street/easement change, the property owner shall, within forty five (45) days of the date of the notice, forward written objection to the person sending the notice, and forward a copy of the same to the Sheriff's Office.
- c. The Sheriff may deny the requested road name change if fifty one (51) percent of the property owners on the subject road file written objections to the road renaming.
- d. The Sheriff shall have authority to change the name of any road within the unincorporated limits of Nassau County to ensure proper emergency response.

4. SECTION 9. PRIVATE ROAD/STREET/EASEMENT NAMES

Private road/street/easement naming shall be required under the following conditions:

- a. If the road/street/easement extends more than 1,000 feet from the public road and/or there are three or more homes or businesses on the easement.
- b. When an unnamed private road/street/easement requires naming, a petition must be obtained with the signatures of sixty six percent (66%) of the residents who are property owners on the subject road/street/easement.
- c. The said petition must provide three (3) road name choices that are acceptable to the petitioners. Road names, including spaces between words should not be more than 14 spaces in length, suffix excluded. Any name duplication in the three road name choices is not permitted. No naming

will include directional or numerical reference or alpha-numeric sequences.

- d. Road signs shall be required on all unmaintained roads. If there is an existing unmaintained road that does not have a name, the Sheriff or his designee shall contact the residents on that unnamed road and they may suggest a name or names to the Sheriff or his designee within thirty (30) days of the notification that the naming is required. If fifty one (51) percent of the residents do not agree with the name, the Sheriff or his designee shall have the authority to name the road and signage will be placed on the road in accordance with the provisions of Paragraph B above.
- e. Signs shall be required on all unnamed roads. Signs may be obtained from the Nassau County Public Works Department for a fee for the sign, cap and post or may be purchased privately and must conform to the county's sign standards.

5. SECTION 10. ADDRESS NUMBERING SEQUENCE

All residential and commercial buildings in the unincorporated areas of Nassau County are required to be issued an address by the Sheriff's office and to post that address on or about their property in accordance with the following guidelines:

- 1. All addresses that contain numbers only. Alpha numeric addresses shall not be permitted. Addresses shall be assigned by the Sheriff's Office and shall be posted as follows:

- a. Large commercial type occupancies which do not have all occupants directly fronting the appropriate street may be assigned a building address and/or number and then utilize suite numbers to identify individual occupants.
- b. Address numbers on buildings which are less than fifty (50) feet from the roadway or driving lane of the parking lot for plazas shall affix numbers directly over or on the main entrance door. Address numbers shall contrast with the surrounding surface so as to be readily identifiable. Address numbers for buildings less than fifty (50) feet from roadways shall be a minimum of four (4) inches in size.
- c. Buildings which are over fifty (50) feet from the roadway shall be required to use six (6) inch or larger numbers. All numbers are to be clearly seen from the right of way and shall contrast with the surrounding surface. If the building front is obstructed from the roadway view by any means, the numbers will be posted on a post, sign or wall that is readily visible from the roadway.
- d. For plazas or other such commercial occupancies with multiple addresses, the range of addresses shall also be posted on the main plaza or occupancy sign readily viewed from the roadway.

- e. If the main entrance of the building is not readily visible from the roadway, numbers shall be posted at the entrance road or driveway to the building or at some other appropriate location as approved by the Sheriff or his designee.
- f. Residential one or two family dwellings which are greater than fifty (50) feet from the roadway or not visible from the roadway shall also have the address numbers posted on a mailbox or addressing post located at the entrance to the property. These numbers will be positioned ninety (90) degrees from the roadway at the entrance driveway as to be seen from either direction of approach on the roadway upon approach of emergency vehicles. If access is by way of a street different from the address assigned, numbers shall be posted on the addressed street. Signage containing street name and address number shall be required on the entrance street in these cases also.
- g. Subdivisions will be pre-addressed after final plat approval.

6. SECTION 11. POSTING STREET SIGNS

Street signage will be posted in a uniform and controlled method so that emergency response units can readily see assigned street names

and street ranges where provided. The following provisions will be adhered to in posting of street signage:

1. On Nassau County maintained roads, signage shall be provided and maintained by the Nassau County Public Works Department.
2. On private streets and roadways and easements, the owner(s) shall be responsible to erect and maintain signage which complies with the following guidelines:
 - a. Signs shall be posted at a height of a minimum height of seven (7) feet above the road surface.
 - b. Signs shall be located at all street or roadway intersections.
 - c. Signs shall be on a readily identifiable blue background with contrasting and reflective letter no less than a four inch height with standard block letters.
 - d. Private signs shall not have the same green color background as Nassau County maintained road signs.
3. No person shall remove or deface any street sign erected or maintained by the Nassau County Public Works Department. Further, no person shall remove or deface any sign on a private street, roadway, or easement unless in conformance with this ordinance.

7. SECTION 12. SUBDIVISION, PLAZA AND BUILDING NAMES

At the time of plan review for new construction, the name of the proposed development or building shall be submitted for review and approval by the Sheriff or his designee. No names shall be approved which conflict with existing names or those previously approved.

8. SECTION ~~8-~~ 13. PENALTIES

It is unlawful for any person to violate this Ordinance. A violation of any section of this Ordinance shall ~~subject the violator to a fine, upon conviction, of up to five hundred dollars (\$500.00). Said fine to continue each and every day for each and every violation. The Board may further bring suit to restrain, enjoin, or otherwise prevent the violation of any section of this Ordinance and shall be entitled to reasonable attorney's fees when it prevails in the suit. be~~ deemed a misdemeanor punishable by a fine of not to exceed five hundred dollars (\$500.00) and/or up to thirty (30) days in the Nassau County Detention Facility or by both fine and imprisonment. Each day a violation continues shall constitute a separate offense.

10. SECTION ~~9-~~ 14. CODIFICATION.

It is the intention of the Board of County Commissioners that the provisions of this Ordinance shall become and be made a part of the Nassau County Code and the word ordinance may be changed to section, article, or other appropriate word or phrase and the sections of this Ordinance may be renumbered or relettered to accomplish such intention; providing, however, that Sections 14, 15, and 16 shall not be codified.

11. SECTION ~~10-~~ 15. 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 separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

12. SECTION ~~11~~ 16. EFFECTIVE DATE.

This Ordinance shall become effective upon its being filed in the Office of the Secretary of State.

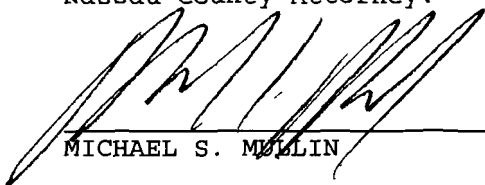
BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA


J. H. COOPER
Its: Chairman

ATTEST:


S. M. "CHIP" OXLEY, JR.
Its: Ex-Officio Clerk

Approved as to form by the
Nassau County Attorney:


MICHAEL S. MULLIN