

Montezuma County Colorado



Road Naming and Address System Standards

Adopted by Resolution 6-2009

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1. DESCRIPTION OF THE STANDARDS

A. TITLE AND PURPOSE

1. Purpose: Montezuma County establishes these Standards in order to provide for the uniform assignment of property address numbers, to provide for the naming of new roads and renaming of existing roads in order to provide for efficient emergency services and provide for the safety of the residents of Montezuma County, and to provide for the enforcement of these Standards.
2. Short Title: For the purposes of identification, these regulations will be known as the “Road Naming and Addressing Standards”.

B. AUTHORITY

The legal authority to promulgate these Standards is derived from:

1. The State of Colorado, which by statute, authorizes the Board of County Commissioners to administer the County Road System, to include, but not be limited to, planning, design, construction, maintenance and traffic regulation. County jurisdiction extends to all roads within unincorporated lands of Montezuma County, other than State or Federal Highways.
2. The adoption of *Resolution # 22-2008, on December 22, 2008, “Montezuma County Road Address System”*, by the Montezuma County Board of Commissioners, authorizing the Addressing Office and the GIS Mapping Department to correct and maintain all rural addressing of the county road grid system.

C. APPLICABILITY

These Standards will apply to all unincorporated areas of Montezuma County per authority set forth in Section I. B. above.

D. GENERAL PROVISIONS

1. Only the Board of County Commissioners or its appointed representatives of the Addressing Office and the GIS Mapping Department may assign, approve, or change the components of an address.
2. The Addressing Office will be responsible for the administration of the address numbering provisions of these Standards and will process applications for address number assignments and for the correction or reassignment of addresses.

The Addressing Office will be given reasonable discretion to apply these Addressing Standards to enable efficient and timely emergency response throughout the unincorporated area of Montezuma County.

3. The GIS Mapping Department will be responsible for the maintenance of all maps and data related to addressing, including the Road Name List and Maps and will also be given reasonable discretion in the application of the requirements of these Addressing Standards.

II. ROAD SYSTEMS, MAPPING AND ADMINISTRATION

The road system in Montezuma County consists of state highways, county roads, and other public and private road systems.

1. The County Road Map

- 1.1 The Board of County Commissioners has adopted a Montezuma County Road Map showing all roads that have been officially made a part of the County Road System. This map is updated annually or as needed to reflect all additions, deletions and alterations to the County Road System. All open, used and maintained public highways in the unincorporated area of the county are shown. For informational purposes, all platted non-maintained public roads are shown as well as several non-maintained dirt trails.
- 1.2 The County Road System consists of a primary system of county roads. All those roads designated on the County Road Map as “official green signed” constitute the County's Primary System and as such form an integrated road system.
- 1.3 The County does not accept any liability for any maintenance or signage by the naming of private roads. The naming of private, “red signed” roads is done in the interest of public safety.

2. Street Names, Signage, and House Numbering:

- 2.1 The County will assign street and road numbering in accordance with the county system. The subdivider will furnish such signs in compliance with the county numbering system and the material and type will be approved by the Montezuma County Road Department. Traffic control signs will be paid for by the developer and installed by the County as prescribed by County policy.
- 2.2 House numbering will also be assigned by the County in compliance with the County system. It will be the responsibility of the owner to furnish and attach such numbering devices on their structures or dwellings in accordance with Section 2.2.2. Address number markers can be ordered through the Montezuma County Planning Department. No other entity or individual has the authority to assign address numbers within the unincorporated Montezuma County.
- 2.2.1 Address number markers will be posted at the point at which a private driveway intersects a named county road.
- a. Driveway address markers will be furnished and installed by the County at no charge to the property owner, **if funds are available**, when a new address is assigned or corrected by the County to ensure the visual consistency and accurate placement of address number markers throughout the county.
 - b. Standardized Address markers provided by the County are the sole property of Montezuma County. The property owner(s) will pay the County the proscribed fee for the replacement of a damaged or missing address marker.
- 2.2.2 Address numbers and unit numbers will also be posted by property owners on the structure or residence near the main entrance door, yet clearly visible from the driveway.
- a. Unit numbers are applicable to property addresses when two or more dwellings on a property share a common driveway.
 - b. When unit numbering is necessary, the Addressing Official will have the discretion to assign unit numbers in a manner and sequence that best conforms with in-bound traffic from the shared driveway entrance.
 - c. Address numbers and unit numbers will be a minimum of 3” in height. Address numbers must use Arabic numerals. Unit numbers will be in block lettering only. Address numbers and unit numbers must be on a contrasting background, preferably using reflective characters.
 - d. In a situation where unit numbers are assigned, only the unit number needs to be posted on the residence.

- 2.2.3 On corner lots, the address number will only be displayed to face the road upon which the property is addressed. Corner-lot addresses must conform with the location where installed driveways intersect a highway or county road.
- 2.2.4 Any numbers previously displayed which could be confused with or mistaken for the assigned address number, will be removed from any mailbox, structure and property.
- 2.2.5 It will be the duty of each property owner to comply with this chapter within 30 days of the habitation of a structure on their property or when notice to comply is given by the County. Furthermore, it is the responsibility of the property owner to maintain address signs and inform the County if any damage has occurred to the “Official Driveway Address Marker”.
- 2.2.6 Address number signs will display only the county-assigned address number.
- 2.2.7 Address numbers will not be assigned to vacant properties or to agricultural properties on which there are no structures, but will be designated “TBD” (To Be Determined) until a driveway location is determined.
 - a. Past practice of the universal assignment of “guess address numbers” to vacant properties will no longer be employed.
 - b. Properties are exempted from this provision when specific address numbers are required for septic permits, for utility services or for other reasons allowed at the discretion of the Addressing Office.
 - c. Address number signage will not be required on vacant or agricultural properties. Exceptions to this provision may be granted by the Addressing Office in instances referenced in Section 2.2.7a.
 - d. Each new subdivision lot will be addressed “TBD” until a permanent driveway location is verified by the Addressing Office.