ORDINANCE NO. 3967

AN ORDINANCE of the City Council of the City of Kent, Washington, repealing Chapter 14.10 of the Kent City Code, entitled, "Building Numbers, Streets and Avenues," and amending Title 13 of the Kent City Code to add a new Chapter 13.06, entitled "Addressing and Street Names," which standardizes the addressing of buildings and naming of streets for the purposes of public safety.

RECITALS

A. Section 505 of the International Fire Code, adopted by the City in KCC 13.01.010 and amended by Ordinance No. 3957, requires a scheme for premises identification for the purpose of fire and life safety.

B. The purpose of this ordinance is to establish a practical system for the addressing of buildings and the naming of streets that recognizes the established City and the King County grid systems and provides for locatable premises for fire and life safety purposes.

C. Because this ordinance will be enforced by the Fire Code Official, it is appropriate that it be codified in the chapter of the Kent City Code that pertains to Fire Prevention and Protection.

Assigning Address and Street Names—Repeal Ch. 14.10 KCC and Amend Ch. 13.06 KCC
NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

ORDINANCE

SECTION 1. - Repealer. Chapter 14.10 of the Kent City Code, entitled, “Building Numbers, Streets and Avenues,” is hereby repealed in its entirety.

SECTION 2. - Amendment. Title 13 of the Kent City Code is amended to adopt a new Chapter 13.06, entitled “Addressing and Street Names,” as follows:

Chapter 13.06
Addressing and Street Names

Sec. 13.06.010. Purpose. The purpose of this chapter is to provide an address standard to facilitate consistent response by emergency services, and to provide a uniform application guideline.

Sec. 13.06.020. Authority. The fire code official is authorized to establish comprehensive and systematic street naming and addressing standards in accordance with this chapter.

Sec. 13.06.030. Definitions. As used in this chapter, unless the context or subject matter clearly requires otherwise, words or phrases defined in this section shall have the following indicated meanings.

A. Classes of addresses: There are five classes of addresses which include situs, structure, unit, campus and mail.
B. **Situs Address:** An address assigned to a platted lot which most nearly corresponds to the expected address as if the lot contained a single structure.

C. **Structure Address:** An address assigned to a structure or building, except miscellaneous Group U occupancies and residential accessory structures, as defined in the Uniform Building Code.

D. **Unit address:** An address assigned to designate a portion of a structure. The unit address contains the structure address plus the unit designator.

E. **Campus Address:** A single address assigned to a group of buildings that are contiguously located, in common ownership, and dedicated to the same purpose. Each building shall be assigned a letter. The building letter designator will precede the unit designator.

F. **Mail Address:** The mail or mailing address used by the United States Postmaster.

G. **Fire code official:** that meaning ascribed by RCW 13.02.020.

**Sec. 13.06.040. Grid systems.** All addresses and street names shall utilize either the Kent or King County grid system based on the properties' locations within the City limits. Each grid system will contain a network of gridlines running north/south and east/west such that there are sixteen (16) parallel gridlines per mile creating three-hundred and thirty (330) foot blocks.
Sec. 13.06.050. Kent grid system designated. The Kent grid system shall be as follows:

1. The centerline of Meeker Street is hereby made the baseline for roads running east and west and the numbering of addresses on avenues. Numbers in the first block on each side of the base line shall commence with 101, and shall progress both north and south to the boundary of the grid system.

2. The centerline of the main track of the Burlington Northern Railroad as now located shall be the baseline for roads running north and south and the numbering of addresses on the streets. Numbers in the first block on each side of the base line shall commence with 101, and shall progress both east and west to the boundary of the grid system.

3. The streets of the Kent grid system shall be shown on maps established by the fire code official who shall keep them on file for public access.

Sec. 13.06.055. Kent grid system - Building numbering. Even numbers shall be used on the south side of streets and the east side of avenues. Odd numbers shall be used on the north sides of streets and the west sides of the avenues. Thirty-three (33) numbers shall be allotted to each block, and ten (10) feet of frontage shall be allotted to each number. Provided, however, that existing addresses issued pursuant to prior Chapter 14.10 Kent City Code not in compliance with this subsection may be allowed to remain at the discretion of the fire code official.

Sec. 13.06.060. King County grid system designated. The grid system adopted by King County Resolution No. 16622, as amended

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by King County Ordinance Nos. 1630, 1721, 1874, 1970, 2081, 2221, and 2362 excluding the areas identified as the Kent grid system shall be designated as the King County grid system.

Sec. 13.06.065. King County grid system - Building numbering. Even numbers shall be used on the north side of streets and the east side of avenues. Odd numbers shall be used on the south sides of streets and the west sides of the avenues. Thirty-three (33) numbers shall be allotted to each block, and ten (10) feet of frontage shall be allotted to each number. Provided, however, established long block addresses may be permitted to remain at the discretion of the fire code official.

Sec. 13.06.070. Street and road designation. All public and private streets shall be designated within the guidelines of the grid system as determined by the fire code official. Named streets can only be utilized in the downtown grid system or when the numbered grid is determined infeasible by the fire code official. The designation of streets shall be as follows:

1. All streets and roads running in a northerly and southerly direction on a gridline shall be called avenues.

2. All streets and roads running in an easterly or westerly direction on a gridline shall be called streets.

3. Streets and roads running in either direction may be called court, drive, lane, place, or way.

4. Street and roads which run diagonally may be called boulevard, drive, loop, road or way.

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**Sec. 13.06.080. Street or road re-designation.** The fire code official may re-designate existing streets if the fire code official determines the street name or number is inconsistent with the grid system and could impact emergency services responsiveness. Notice of the re-designations shall be mailed at least twenty (20) days prior to the effective date to all property owners whose properties front said street or road.

**Sec. 13.06.090. Address assignment.** The assignment of addressing shall occur during platting or in conjunction with a permit application.

**Sec. 13.06.100. Address re-assignment.** The fire code official may re-assign an existing address if the fire code official determines that the address is inconsistent with the grid system and could impact emergency services responsiveness. Notice of the re-assignment shall be mailed at least twenty (20) days prior to the effective date to the affected property owner.

**Sec. 13.06.110. Notification of structure, campus and unit address assignment or re-assignment.** Upon address assignment or re-assignment, the fire code official shall notify the following:

1. Property Owner
2. Current Resident
3. United States Postal Service
4. King County Assessor
5. King County Enhanced 911
6. Valley Communications Center
7. City of Kent Customer Services Division
8. City of Kent Planning Services Division

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9. Other agencies determined by the fire code official.

**Sec. 13.06.120. Notification of situs address assignment.**
Upon assignment the fire code official shall notify the following:
1. Property Owner
2. Developer
3. Other agencies determined by the fire code official.

**Sec. 13.06.130. Change of address.** The owners of an interest in any real estate abutting any roadway within the City may petition the City for a change of address. The petition shall be made to the fire code official on an approved form and include payment of one hundred dollars ($100) to defray the administrative costs of processing.

**Sec. 13.06.140. Numerals and letters.** Numerals and letters shall contrast with their background. They shall be placed in a location acceptable to the fire code official that is plainly legible and visible from the street or road fronting the property. The following table shall be used in determining the size of numerals and letters.

<table>
<thead>
<tr>
<th>Distance</th>
<th>Height</th>
<th>Stroke</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 50'</td>
<td>6”</td>
<td>1”</td>
</tr>
<tr>
<td>51’ - 100’</td>
<td>8”</td>
<td>1”</td>
</tr>
<tr>
<td>101’ - 150’</td>
<td>10”</td>
<td>1”</td>
</tr>
<tr>
<td>151’ - 200’</td>
<td>12”</td>
<td>1 ½’</td>
</tr>
<tr>
<td>Over 200’</td>
<td>14”</td>
<td>1 ½”</td>
</tr>
</tbody>
</table>

A. Distance is measured from the face of the building to the face of the curb on addressed street.

B. Exterior suite addresses shall be six (6) inches.

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C. Three (3) inch numerals are permitted for one- and two-family dwellings and are to be placed near the front door.

D. If the building is not visible from the fronting street, an approved monument sign shall be required.

Sec. 13.06.150. Building address placement. The owner, occupant, or tenant of any building or premises shall, upon ten (10) days' notice from the fire code official, place the correct address on the building.

Sec. 13.06.160. Maintenance. The owner, occupant, or renter of any addressed building or other structure shall maintain the address numbers and/or letters.

Sec. 13.06.170. Violation. Failure to place and maintain proper building address placement shall be enforced as a violation of the International Fire Code as adopted by Chapter 13.01 of the Kent City Code.

Sec. 13.06.180. Records. The fire code official shall maintain the official record of current addresses.

SECTION 3. - Savings. The existing Ch. 14.10 of the Kent City Code, which is repealed and replaced by this ordinance, shall remain in full force and effect until the effective date of this ordinance.

SECTION 4. - Severability. If any one or more section, subsections, or sentences of this ordinance are held to be unconstitutional
or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.

**SECTION 5.** - *Corrections by City Clerk or Code Reviser.* Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**SECTION 6.** - *Effective Date.* This ordinance shall take effect and be in force on thirty (30) days from and after its passage, approval, and publication as provided by law.

ATTEST:

Suzette Cooke

SUZETTE COOKE, MAYOR

APPROVED AS TO FORM:

Brenda Jacober

BRENDA JACOBER, CITY CLERK

TOM BRUBAKER, CITY ATTORNEY

PASSED: 15 day of June, 2010.

APPROVED: 15 day of June, 2010.

PUBLISHED: 18 day of June, 2010.

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I hereby certify that this is a true copy of Ordinance No. 3967 passed by the City Council of the City of Kent, Washington, and approved by the Mayor of the City of Kent as hereon indicated.

BRENDA JACOBER, CITY CLERK

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