

**Calhoun County 9-1-1 District**  
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## **CALHOUN COUNTY ROAD NAMING POLICY**

The following guidelines apply to the unincorporated areas of Calhoun County and areas addressed by the Calhoun County 9-1-1 District. This policy was approved by the Calhoun County Commission on September 12, 1996.

### **GENERAL GUIDELINES FOR ESTABLISHING THE NAME FOR A NEW ROAD:**

1. Residents requesting a road name (new road or existing road) shall contact the Calhoun County 9-1-1 District GIS Technician to obtain a copy of this policy.
2. The Resident will then submit it to the 9-1-1 GIS Technician the proposed road name for approval. The submitting party will then be notified if the proposed road name has been approved or rejected.
3. If approved, the GIS Technician will provide a petition for completion by the submitting party.
4. The submitting party will return the completed petition to the GIS Technician for verification and final processing.
5. Written notification of the petition's acceptance or failure will then be provided to the submitting party.
6. The petition and related documents will remain on file at the Calhoun County 9-1-1 District's Business Office.

### **UNNAMED ROADS:**

1. For a road to be assigned a formal name and individual structures issued house numbers there must be at least five (5) structures on the road or the property subdivided into at least five (5) lots. Special consideration will be given to roads where the structures are not visible from a road previously named and addressed and when in the interest of safety of the residents the road in question should have a formal name and addresses. The Director of the Calhoun County 9-1-1 District will have the final authority in determining if the road should be named and addressed.
2. The Calhoun County 9-1-1 District will not permit the assignment of a road name if there is an existing road in the same zip code, geographical area or community with an identical name or similar name. Example: If the proposed name is Dogwood Dr. and there is already in place a Dogwood Rd, then the proposed road name will be disapproved. The Director of the Calhoun County 9-1-1 District will have the final authority in determining if a road name should be allowed.
3. At least 75% of the property owners adjoining the proposed road must agree to the proposed name. Each property owner is allowed one (1) vote, regardless of the amount of property owned. Property that is jointly owned requires the signatures of all parties involved. For example, for a married couple owning property jointly, both spouses must sign even though they are allowed one (1) vote. If the ownership of a parcel of property is in question, the ownership listing in the Tax Assessor's office records shall control unless the submitting party can furnish the Calhoun County 9-1-1 District with documents supporting other

claims. Each property owner's agreement to the proposed name shall be documented by his or her signature on the petition.

4. If the proposed road name includes the name of a person (living or deceased), or includes a family name, all of the property owners must agree to the proposed name.

#### **ROADS WITH EXISTING NAMES:**

1. In the event a submitting party proposes the changing of an existing road name, these guidelines shall be adhered to.
2. If the proposed change of an existing road name is approved, the submitting party will be responsible for the payment of \$100.00 to the Calhoun County Highway Department for the installation of a sign post and street sign.

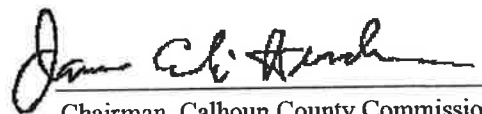
#### **UNAUTHORIZED ROAD NAME SIGNS:**

1. Only road names approved and registered with the Calhoun County 9-1-1 District Office may have street signs erected. The Calhoun County 9-1-1 District will report any unauthorized street/road signs to the Calhoun County Highway Department for removal.

#### **ROAD NAME / ADDRESSING POLICY AUTHORITY:**

1. The Calhoun County 9-1-1 District is responsible for all aspects of addressing, road naming, road name approval, etc. In the unincorporated areas of Calhoun County. Calhoun County 9-1-1 District is issued this authority by resolution of the Calhoun County Commission.

All decision regarding address issues enacted by the Calhoun County 9-1-1 District will be subject to the final approval of the Director of the Calhoun County 9-1-1 District.



Chairman, Calhoun County Commission

Date Policy Adopted 09/12/1996