



# TETON COUNTY ADDRESS CORRECTION INITIATIVE

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## DEFINITIONS

- **Address Grid** – a geographic area that meets the following criteria: divided east to west and north to south at a defined interval, includes an origin, and parity rules.
- **Common Road** – a road that does not align to the address grid, and does not have a grid name as in the example of “Willow Way”.
- **Grid Road** – a road that runs north and south, or east and west, and is given a grid name as in the example of “N 400 W”.
- **House Number** – the number assigned to a home, office, or otherwise occupied structure, and is given according to its intersection with the ranges of the access road.
- **Origin** – also known as the “0, 0” point of the address grid, and is designated as the basis for east/west, and north/south origin lines.
- **Parity** – that side of the road that is designated as either even or odd.
- **Post-directional** – the letter after the road number that designates which side of the perpendicular origin line that the road is on. The “W”, for example, in “N 400 W” is the post-directional.
- **Pre-directional** – the letter before the road number that designates which side of the perpendicular origin line that the road is on. The “N”, for example, in “N 400 W” is the pre-directional.
- **Range** – Every road segment between intersections has a range. Ranges are based off the appropriate grid. The beginning or ‘*from*’ range is always closest to the point of origin while the ‘*to*’ range is farther from the origin, and always higher. For example, the range of “Main Street” between “First” and “Second Street” is 1-99.

## FREQUENTLY ASKED QUESTIONS

### **1. Who will be affected by this address change?**

- Everyone within Teton County including subdivisions, with the exception of the original Driggs Townsite (Driggs Area Grid). The Victor Area Grid may or may not change at the discretion of the Victor City Council, and is described as Section 11, Township 3, and Range 45. (*See the dark blue areas shaded on the map below*)



## 2. Why is my address changing?

*Your address is changing for one or more of the following reasons:*

- **Non Compliancy:** Hundreds of addresses have been improperly assigned over the last 20 years or so. This could either be an improper house number, or the improper access road, or a combination of both.
- **100 – 1000 based address system:** The County has used a 100 based address system since the 1980's. With increasing development and lot splits, in many cases, there are no more numbers to assign. With a thousand addresses per mile, there will be enough numbers available.
- **Duplicate (or similar) street name:** Many roads have come into existence without having been properly screened for redundancy. These duplicities are creating a burdensome problem to emergency and delivery services.

## 3. When will this change take affect?

- Your June 2008 assessment notice will have your new physical address and will be in force no sooner than that time. As with any address change, if you provide the necessary information, the post office will forward mail for a sufficient period of time.

## 4. What are the costs involved?

- The county will be responsible for posting new street signs over the next 3-5 years. **Address markers on homes will be provided to those affected by this change at the County Planning & Building Office.**

## 5. Which roads will be changing?

## 6. Who might I need to notify of my address change?

- Bank
- Cable/ Dish Provider
- Cell Phone
- Employer
- Family
- Insurance Companies
- Magazines Subscriptions
- Medicaid, WIC, and other Government offices
- Online Purchasing web sites
- Utilities

*The county will provide the following items by mail to assist you in this process.*

- Post Office address change/ forward request card

- Voter registration card
- Drivers License address change form

*The County will provide a document of 'before and after' addresses to authorized organizations, including but not limited to:*

- a. Banks
- b. State of Idaho
- c. Title companies

## ADDRESS FUNDAMENTALS

- A physical address consists of two parts in this order: *House number* and *road name*. It is a common mistake to switch the house number and road number (in the case of a grid named road), which can be a deadly mistake.
- Roads that are straight east and west, or north and south will have a Grid Name. Roads that meander or bend should have a Common Name. Grid name roads consist of three parts: Prefix (N), Base name (400), and Suffix (W).
- House numbers, regardless of relation to a Grid or Common road, are assigned according to its grid location on the access road.
- Easements providing access to two or more roads must be named. (*see Teton County Address Policy*)
- **House numbers must be posted on every occupied structure according to the signage requirements ordinance.**
- **Private roads must be signed at the owners' expense according to the signage requirements ordinance.**

## TETON COUNTY ADDRESS POLICY\*

1. Two or more residences that share a private driveway or easement are to be addressed according to that access after it is named. A street sign will be posted with a County assigned address grid name. (Unless the road is irregular and does not conform to the County Grid which may then be named by adjacent property owners)
2. Addresses with a letter or fraction are not allowed and must transition to comply with the appropriate address grid.
3. Addresses, street names, and subdivision names must be screened for redundancy with the official countywide addressing database before being recorded. (*See County Naming Requirements document*)

4. Loop roads shall be addressed as if it were a straight road beginning with the road that is closest to the origin. Loop roads are the only exception to established parity rules.
5. Phonetic and soundex qualities are to be considered when screening street and subdivision names to avoid confusion.
6. Common named roads may not be allowed a pre-directional unless it is divided by a line of origin. Grid-named roads are required to have a pre-directional and post-directional as long as they run true to the appropriate direction.
7. The number of words in the naming of a subdivision shall be limited to *four*, and the number of names in a road shall be limited to *two*, not including a suffix.
8. Common names used on recorded plats to name phases may not be allowed for the naming of pending subdivisions.
9. Road names shall be precluded which may be construed as obscene, offensive, spiteful, or may indicate societal bigotry, or as deemed inappropriate by county staff.
10. Preliminary subdivision names may not be used if the dominant name is in use three times or more throughout the county.

*\*The policies contained herein were recommended and presented by the Address Advisory Committee to the Teton Board of County Commissioners. Formal actions occurred on the following dates: May 14, 2007; May 29, 2007; August 13, 2007; October 9, 2007.*

## ADDRESS ADVISORY COMMITTEE

The address committee has been meeting regularly since December 2006. The overall goal of the committee is to form policy recommendations to the County Commissioners that will make delivery services more efficient, and the community safer during times of emergency.

The Committee is comprised of representatives from Teton County, the City of Driggs, the City of Victor, The City of Teton, Teton County Sheriff, Teton County EMT, Teton County Fire District, Teton County Civil Defense, U.S. Post Offices from each city, Silverstar Communications, and Fall River Electric.

# TIMELINE

