

# Iredell County Addressing Ordinance

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# Iredell County Addressing Ordinance

## Article I; Purpose, Authority and General Provisions

### 1.01. Title

These procedures shall be known as the Iredell County Addressing and Road Naming Ordinance and shall replace and supercede Iredell County Code Chapter 11 ROADS.

### 1.02. Purpose

The purpose of these procedures is to provide a uniform building / property address system for Iredell County along both private and public streets and roadways in order to facilitate provisions of adequate public safety and emergency response services.

### 1.03. Authority and Enactment

These procedures are adopted under the authority of the Iredell County Board of Commissioners, effective July 1, 2001.

### 1.04. Jurisdiction

Iredell County Planning Department shall be responsible for assigning uniform and proper *street names* in all the unincorporated area of the county and all the incorporated municipal jurisdictions within the county. These standards are adopted to maintain efficient emergency response service by the Iredell County Emergency Communications / 9-1-1 Center. Numbering systems and standards for the municipal jurisdictions of Statesville, Troutman, and Mooresville, as indicated on the Official Consolidated Road Map, will be established and maintained by each jurisdiction, or by Iredell County Planning Department by letters of agreement or arrangement.

### 1.05 Site Plan Requirements

All land subdivisions that create a new road or road section in any jurisdiction within the county must submit preliminary and final plats, prior to recordation, to the Iredell County Planning Department for road name

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approval. All multi-unit and multi-structure developments must submit the final site plan, for unit numbering, to County Planning Department prior to occupancy.

## Article II; Definitions of Terms and Abbreviations

### 2.01. Definitions

**Access;** A means of ingress and egress from a building site or parcel of land.

**Anchor Separation;** A wall between anchor tenants. These walls are generally fire regulated. Four (4) hour walls are considered independent buildings and should have an individual street address.

**Apartment;** Building that consist of three (3) units or more for rent.

**Avenue;** A road that runs generally east to west, allowed only in municipal (city) jurisdictions.(AV or AVE)

**Board of Commissioners;** Iredell County Board of Commissioners.

**Building;** A temporary or permanent structure having a roof supported by columns or walls and which can be used for the shelter, housing, or enclosure of persons, animals, or goods.

**Building Site;** An area of land or property where development is undertaken.

**Boulevard;** An unusually wide street typically in residential developments, allowed only in municipal jurisdictions, often with a central dividing median (BL or BLVD).

**Circle;** A short road that returns to itself.

**Condominium;** The ownership of single units in a structure with common areas and facilities.

**Condominium Unit;** An enclosed space consisting of one or more rooms occupying all or part of a floor in a building or one or more floors or stories

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regardless of whether it is designed for residence, office, the operation of any industry or business, or any other type of independent use and shall include such accessory spaces and areas as may be described in the declaration, such as garage space, storage space, balcony, terrace or patio.

**Consolidated Road Data;** A software based application that contains street information, previous names, and alias street data that can be used to feed GIS applications and other systems.

**Court;** A dead end right-of-way often ending as a cul-de-sac.

**Directional;** As pertaining to North, South, East, and West, and will precede street name. The Planning staff will control the use of compass directions.

**Drive;** A curving secondary road (DR).

**Duplex;** Two units, including modular homes, placed one on top of another or attached side by side and sharing one or more common walls.

**Highway;** A designated State or Federal roadway (HY or HWY).

**Interstate;** A Federal thoroughfare system designed for national defense and population evacuation (I-#).

**Lane;** A short, low traffic, road that branches off another road and ends or connects to another secondary road (LN).

**Loop;** A short road that starts and returns to the same road (LP).

**Lot;** A parcel of land or any combination of several parcels of land occupied or intended to be occupied by a principle use or structure, together with any accessory structures or uses and such access ways, parking areas, yards, and open space required in these regulations.

**Mailing Address;** Used by the U S Postal Service for the purpose of delivery of the U S Mail. Mailing address may or may not be identical to a site-specific address.

**Mobile Home;** A moveable or transportable dwelling unit, constructed in accordance with NC Building Code Book #7, and constructed to be

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transported on its own chassis and including one or more components that can be retracted for transporting the unit.

**Mobile Home Park;** Any site or parcel of land under single ownership where land or units are rented, and community utility(ies) provide for the occupancy of mobile homes.

**Official Street Name;** Street name approved and recognized by Iredell County and Radio/Communications Services (EMC/911).

**Parkway;** Typically a four (4) lane or more roadway; allowed in municipal jurisdictions only, (PK or PKWY).

**Place;** A road name suffix, allowed in residential subdivisions only (PL).

**Private Road;** Any road that is not maintained by a governmental entity or agency through the use of public funds.

**Public Road;** A roadway located on a public right-of-way and which meets the total improvement requirements for a public street as set by the NCDOT, and is maintained through the use of public funds.

**Radio/Communications Service;** Includes any radio communications, transmissions, dispatching or future Enhanced 911 communications that may involve police, emergency, fire, or rescue operations, but not limited to these aforesaid operations.

**Road;** A suitable name suffix indicating a well-traveled secondary roadway often connecting with a U S or N C primary highway, (RD).

**Street;** A suitable suffix indicating a well-traveled roadway, allowed only in municipal jurisdictions (ST).

**Street Address;** A unique identifier for each addressable structure within the County. The minimum adequate address consists of a numeric indicator and approved street name and suffix.

**Structure;** Any building, whether residential, commercial, industrial, or institutional in nature and use.

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**Structure Number;** The numerical portion of the street address, as assigned by the ordinance administrator or his designee, in accordance with the Official Consolidated Road Data file of Iredell County.

**Thoroughfare;** A general all-inclusive term for; roads, public or private; street, drive, cart way, easement, right-of-way, or any other word or words that means a way of access.

**Trail;** An acceptable suffix for roadway names in Iredell County (TR), allowed only in residential subdivisions.

**Trace;** An acceptable suffix for roadway names in Iredell County (TC), allowed in residential subdivisions.

**Unit Designator;** The portion of the Street Address used to distinguish individual units within the same structure.

**Waterfront Property;** Parcels of land that are accessible by waterborne law enforcement.

**Way;** An acceptable suffix for roadway names in residential subdivisions only (WY).

**Vanity Names;** Any thoroughfare name that contains the whole name or that designates a specific person.

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## Article III; Official Consolidated Road Name Data Base

### 3.01 Official Road Name Data Base

Iredell County Planning Department shall maintain the Official Consolidated Road Data Base, in digital format, served by ECOM / 9-1-1 Center including the unincorporated area, Love Valley, and Harmony, and for any jurisdictions for which this service is provided under letters of agreement or arrangement.

## Article IV; Road Naming

### 4.01 Road Naming Procedures

All land subdivisions that create a new road or road section in any jurisdiction within the county must submit preliminary and final plats, prior to recordation, to the Iredell County Planning Department for road name approval. All roads, both public and private, shall be named, numbered, and have road name signs installed if three or more addressable structures are located on and accessed by them. The Iredell County Mapping Dept shall be responsible for inserting new road names on the main GIS computer system. The Iredell County Planning Department is hereby given the authority to refuse or accept any road name.

### 4.02 Road Naming Guidelines

#### 4.02.1 Permitted Prefixes and Suffixes

Road names that are pleasant sounding, appropriate, easy to read, and relate to local history shall be promoted.

Iredell County Planning Department is authorized to add compass point directional names to a road name, example; **East** Davie Ave. Compass points may only be included in the body of a road name by writing as one (1) word, ex. : Northpoint Boulevard.

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Road Naming Words expressly *prohibited* are as follows;

- a. OAK
- b. HARBOR
- c. WOOD
- d. GREEN
- e. LAKE
- f. OLD

Road Naming actions expressly *prohibited*:

- a) Use of initials,
- b) Use of numbers either ordinal or written,
- c) Use of suffixes as primary road name,
- d) Sound alike and deceptively similar names,
- e) Use of special characters such as hyphens, apostrophes, or dashes,
- f) Old English spellings.

## 4.02.2

## Abbreviations

The following list is the approved suffixes and acceptable abbreviations. No approved suffix shall be allowed in the street name.

Name	2 Letter Abbreviation	3/4 Letter Abbreviation
Avenue	AV (municipal use only)	AVE
Boulevard	BL (municipal use only)	BLVD
Circle	CR	CIR
Court	CT (greater: 10 or > houses or 500')	
Drive	DR	
Highway	HW	HWY
Lane	LN	
Loop	LP	
Parkway	PK (municipal use only)	PKY
Place	PL (subdivision use only)	
Road	RD	
Street	ST (municipal use only)	
Trail	TR	
Trace	TC (subdivision use only)	
Way	WY (subdivision use only)	

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## 4.03 Road Name Changing Procedures

If property owners neighborhood desires to name a new road or change an existing road name, they must submit a petition with 100% of the property owners accessible from said road signing in favor of the name to the Iredell County Planning Department. Petition available from Iredell County Planning Dept. The petition for Name Change shall be presented before the Board of Commissioners for final approval as per G. S. 153-239.1 a) 3. Cost of new signs shall be the responsibility of the petitioners.

## Article V; Structure Numbering

### 5.01 Uniformity of System

All roads that are officially designated on the Official Data Base, whether public or private, shall be numbered uniformly and consecutively along the roadway centerline. Numbers shall be assigned along the entirety of all named thoroughfares if three or more addressable structures are located on and accessed from them.

### 5.02 Numbering Origin Point and Axis Lines

The origin point, or axis, of the numbering system shall be located at the intersection of US 21 and US 70 in Statesville. The north-south axis shall be US 21 between the Mecklenburg County line in the south to Yadkin County line in the north. The east-west axis shall be US 70 between Rowan County line in the east to Catawba County line in the west. These axes are the official origin points for the direction of numbering.

### 5.03 Numbering System

The lowest structure number possible is 100. Numbers shall be assigned at intervals of 21.2 feet along a roadway centerline, with 250 intervals equaling one (1) mile. Thus, structure number 350 is one mile from origin point, 600 equals 2 miles, 850 equals 3 miles, 1100 equals 4

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miles, etc. Odd numbers shall be assigned to the left side of the roadway by ascending numbers moving away from the axis or origin point. Even numbers shall be assigned to the right side of the roadway in a like manner.

Each structure shall be assigned a structure number based on the number of the appropriate segment of roadway centerline. The structure number shall be determined by the line perpendicular to the road centerline, which intersects the centerline of the house or driveway leading to the structure. In cases where a structure has a loop driveway or more than one driveway, the structure number shall be assigned to the driveway that best services the main access to the structure. The number at the point of perpendicular intersection shall be the number of the structure.

## 5.04 Numbering Procedures for Special Circumstances

### 5.04.1 Special Lot or Street Design

#### 5.04.1.1 Corner Lots

Number assignment for corner lots will be made according to its access. Structures located on corner lots shall display official numbers on the structure facing the street from which the official numbers were assigned. These numbers shall be free from obstruction. Address assignment to corner lots prior to adoption of these procedures may remain. The exception of multiple structures accessed from a private alley (see 5.04.1.4 below). Address assignments shall in no way interfere with zoning requirements.

#### 5.04.1.2 Flagged Lots

Buildings obtaining access through a panhandle to a public street will be addressed to the public street to which they obtain access. If the lot contains two or more principal structures and share a common access, the access shall need to be named as a street for addressing purposes. Private streets will not be maintained by the state unless they meet State standards.

#### 5.04.1.3 Private Driveways or Unnamed / Unplatted Driveways

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Three or more addressable structures obtaining access on an unnamed, unplatted, drive sharing a common access, will require the naming of that drive before number assignment, regardless of the length of the driveway. The street sign shall be the responsibility of the structures served by the driveway and shall meet Iredell County sign standards and be erected by Iredell County. The street name may be selected by the property owners of the addressable structures and must meet naming standards of Article 4.

## 5.04.1.4 Waterfront Lots and Special Case Lots

Waterfront lots will be numbered according to their access; some waterfront lots will be addressed on a case-by-case basis because of access unavailability. In addition to the standard requirements of displaying the address, structures located on waterfront property shall display official numbers on both the street and waterfront sides of the structure. Waterside addresses must be placed within 75' of 760' contour line and display the street address number and the street name so that they are clearly visible and legible from the water. Numbers must be a minimum of 6'' in height.

Special case lots developed facing a named street with access provided by a private alley, from a side street, shall be numbered to the facing street.

Individual buildings on lots created facing an unnamed driveway shall be addressed off the public street from which it gains access. If the structure is more than 150 feet from the named road or is not visible from the named road, the address number shall be displayed on the structure **and** at the end of the driveway or easement that provides access to the structures, and be visible and legible from all directions of travel.

## 5.04.2 Multi Unit Structures and/or Developments

One copy of preliminary and final site plan shall be submitted to County Planning Department for approval of street names and numbering of units prior to receiving preliminary and final approval, and the issuing of building permits. Planning Department shall assign capital letters (A,B,C,) for units of one level buildings and add a floor/level Number (1,2,3,) to the unit identifying letter for multi-level buildings. Basement units will be identified with

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## 5.04.2.1 Shopping Centers

Shopping centers shall be assigned one number for each anchor separation. The individual shops shall then be assigned a capital letter (alpha) suite identifier. When there are more anchor separations than block numbers available, then one number will be assigned to the structure. The interior units will be assigned a unit or suite identifier by the owner/manager

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## 5.04.3.1 Mobile Home Parks

Definition; Any site or parcel of land under single ownership where land is rented and utilities are provided for the instillation or placement of mobile homes, constitutes a mobile home park. The owner of the mobile home park shall provide a detailed site plan to Iredell County Planning Director, or assigns, at the time of submittal for special use permit to the Board of Adjustment, indicating requested road names and unit locations. County Planning will assign unit numbers and approve final road names. It shall be the responsibility of the mobile home park to display official numbers on the mobile home units or an address post for each lot in accordance with Article VII, page\_\_\_\_\_ of this Ordinance.

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Townhouse units must be addressed from named roads. Developments which create internal access must be named and sign according to this ordinance prior to occupancy.

## Article VI; Display of Official Address

### 6.01 Time Constraints

Within 90 days after notification of the assignment of or change of a structure number, the owner of said structure shall post the assigned structure number in compliance with the requirements herein.

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## 6.02 Number Specifications

All structure numbers shall be constructed of a durable material. Official numbers must be Arabic. The color shall contrast with the color scheme of the structure, and if mounted on glass, shall contrast with the background and be clearly visible. The minimum number size for residential structures or units shall be (4) four inches in height. The minimum size for all other structure numbers shall be six (6) inches in height. In all cases, a number size larger than the minimum size may be required in any instance where the minimum size does not provide adequate identification.

## 6.03 Posting Locations

For residential structures, the structure number shall be posted and maintained within a three (3) feet perimeter of the front entrance of the structure, in a location visible and readable from the road. For all other structures, the structure number shall be posted on a building face most readily visible from the road from which the number is assigned. Unit designators shall be posted at each unit within three 3 feet perimeter of the front entrance of the unit.

In the event that a structure or its posted number is not visible from the road from which its number is assigned, the assigned structure number shall *also* be posted on the property adjacent to the access from the road to the structure. Posting on the mailbox itself will not fulfill this requirement, however, structure numbers on the post supporting the mailbox is acceptable.

In all cases, the structure number shall be clearly displayed in such a way that the structure number can easily be identified from the street or road during both day and night.

## 6.04 Maintenance of Structure Numbers

Following the posting of the assigned number as required herein, the owner shall maintain the structure number at all times in compliance with the requirement of this article. Structure numbers and unit designators, as viewed from the road, shall not be obstructed from view.

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## Article VII; Administration

### 7.01 Ordinance Administrator and Responsibilities

The duly appointed Iredell County Planning and Zoning Director or assigns, is hereby given authority to administer and assign county addresses, and to enforce the provisions of this ordinance. The Planning and Zoning Director, or assigned, shall be responsible for interpretation of this ordinance, and shall interpret questions arising from the enforcement of this ordinance.

The ordinance administrator shall report to the Planning Board or Board of Adjustment at their scheduled meetings as needed to keep the members of the boards informed of any pertinent addressing related matters and to provide them with a summary of any such matters.

### 7.02 Road Name Signs and Standards

Road signs and standards shall meet NC DOT requirements.

### 7.03 Certificate for Occupancy

Final approval for a Certificate of Occupancy for any structure or building erected or repaired after the effective date of this ordinance shall be withheld until permanent and proper structure numbers have been posted in accordance with the requirements herein.

## Article VIII; Amendments

### 8.01 Amendment Procedures

The Board of Iredell County Commissioners may, from time to time, on its own motion or on petition, after public notice and hearing as provided by North Carolina General Statutes 153A-323, amend, supplement, change, modify, or repeal the addressing regulations and assignments.

Any amendment to the Official Road Map established by this ordinance may be initiated by the Iredell County Board of Commissioners,

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Planning Board, or by any legal or equitable interest in property, or an agent authorized in writing to act on said owners behalf.

All petitions shall be in writing and filed with the County Planning Director, or assigns, and shall be heard at the next Board of Commissioners meeting at least thirty (30) days after receipt of completed petition.

A fee of \$100.00 shall accompany all petitions for a change in text of this ordinance or map. All petitions for changes to the map shall include the names and addresses of the current property owners whose property address will change by the map change.

### **8.03 Public Hearing Notification**

No text or map amendment shall be amended, supplemented, changed, modified, or repealed until after a public hearing is held and the general public has had as opportunity to be heard.

A notice of such public hearing shall be given once a week for two (2) consecutive weeks in a newspaper of general circulation in Iredell County. Said notice shall be published the first time not less than ten (10) days prior to the public hearing date.

In the cases of map change, adjoining property owners shall be notified of the time and place of the public hearing by first class mail. The Planning Director shall send such written notice at least ten (10) days before the hearing date to the adjoining property owner's most current address, available from the Tax Supervisor's Office. In addition, written notice of the public hearing shall be sent by first class mail to the supervisors of Iredell County Tax Department, Mapping/GIS Department, Emergency Communications Department, and local governments having jurisdiction over the road segment of the proposed change

### **8.04 Board of Commissioners Action**

Once the public hearing has been conducted and closed, the Board of Commissioners shall render a decision on the amendment. If the Board of Commissioners has denied an application for a map change or for a particular text change to this ordinance, an amendment for the same road segment or text change shall not be made until twenty-four (24) months from the date of the previous denial. This provision is waived when the Iredell Planning Board, Tax Department, Mapping/GIS, Emergency Communication, or Planning Department files the petition.

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## Article IX; Variances

### 9.01

### Variance Request Procedures

The Board of Adjustment may authorize a variance from these regulations when, in its opinion, undue hardship may result from strict compliance. In granting any variance, the Board of Adjustment shall make the findings required below. No variance shall be granted unless the Board of Adjustment finds:

- a) That there are special circumstances or conditions affecting said property that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of his land,
- b) That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner,
- c) That the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance,
- d) That the granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which the property is located.

## Article X; General Legal Provisions, Violation Procedure and Effective Date

### 10.1

### Legal Status Provisions

It shall be unlawful for any person:

- a) To display a different address or portion thereof except as provided by this ordinance or the “Official Road Map”,
- b) To name or designate the name of any private road except as provided by this ordinance,
- c) To establish or erect any road sign which does not comply with the standards set forth in this ordinance,

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- d) To intentionally destroy, mar, or deface any county road sign.

## 10.2 Enforcement Procedures

When the Planning Director, or assigns, finds a violation of this ordinance, it shall be his duty to notify the owner or occupant of the property of the violation in writing in person or by first class mail to the listed on the county tax records. The owner or occupant shall immediately remedy the violation. Notification shall indicate the parcel and structure, the nature of the violation, and the measures necessary to remedy the violation.

## 10.3 Appeal

Any owner or occupant who has received a Notice of Violation, may appeal in writing the decision of the Planning Director, or assigns, within fifteen (15) days following the date of notification. The Board of Adjustment shall hear an appeal within a reasonable time, and it may affirm, modify, or revoke the Notice of Violation. In the absence of an appeal the decision of the Planning Director shall be final.

## 10.4 Notice of Decision

The decision of the Board of Adjustment may be delivered to the aggrieved party either in person or by first class mail.

## 10.5 Failure to Comply With Notice

If the owner or occupant of a property fails to comply with a Notice of Violation from which no appeal has been taken, or a final decision by the Board of Adjustment following an appeal, the owner or occupant shall be subject to such remedies and penalties as may be provided for by State law or by Section 1.7 of the Code of Iredell County.