

Staff Report

March 6, 2024

To: Gearhart Planning Commission

From: Garrett Phillips, AICP City Planner

City File: Naming Private Road for Taxlot 61003CD00701

Attachments: Clatsop County Procedure for Naming Private Roads

City of Gearhart approved a building permit for four dwelling units at the Pink Windows property, which is accessed by a private road intersecting US 101. At the time of application, or building permit approval, the dwellings were addressed as 3702, 3704, 3706, and 3708 Highway 101 North on permit documents, and the road was not named. Clatsop County's online GIS lists the property address as 3701 Highway 101 North.

Private roads serving three or more dwellings are supposed to be named to ensure that emergency services can efficiently identify their destinations. City of Gearhart does not have an established procedure for naming roads outside of the subdivision process. Staff propose that Planning Commission follow Clatsop County's Title 12 naming standards and interagency coordination procedures and adjacent owner/resident notification procedures to name the road. Diverging from the County Title 12 procedure, staff propose that Planning Commission identify potential road names and decide on the road name in a public hearing. Title 12 gives County staff authority to identify and decide on road names.

Staff propose that the Planning Commission identify up to two potential road names following the naming standards in the Clatsop County Title 12. Then following the County Title 12 procedure, a 30 day notice will be issued to neighboring property owners and residents, along with Clatsop County and related emergency services personnel for comment, and a Planning Commission hearing would be scheduled, where a final decision on the road name can be made.

In this meeting, staff request Planning Commission confirm the procedure that will be followed for naming this road, and request that Planning Commission identify two potential road names or direct staff to propose names, following the naming standards copied below from Clatsop County Title 12:

F. The proposed name shall:

1. Not duplicate existing road names, except for continuations of existing roads, within any one zone.
2. Not sound so similar to other road names as to be confusing.
3. Be limited to a maximum of 15 letters and three words, excluding the suffix indicator; i.e., "Road," "Lane," "Loop" or "Drive."
4. Improve or clarify the identification of the area.
5. Be an historical name or theme name when appropriate.
6. Reflect a consensus of affected owners and occupants when possible, subject to the other standards contained in this subsection.

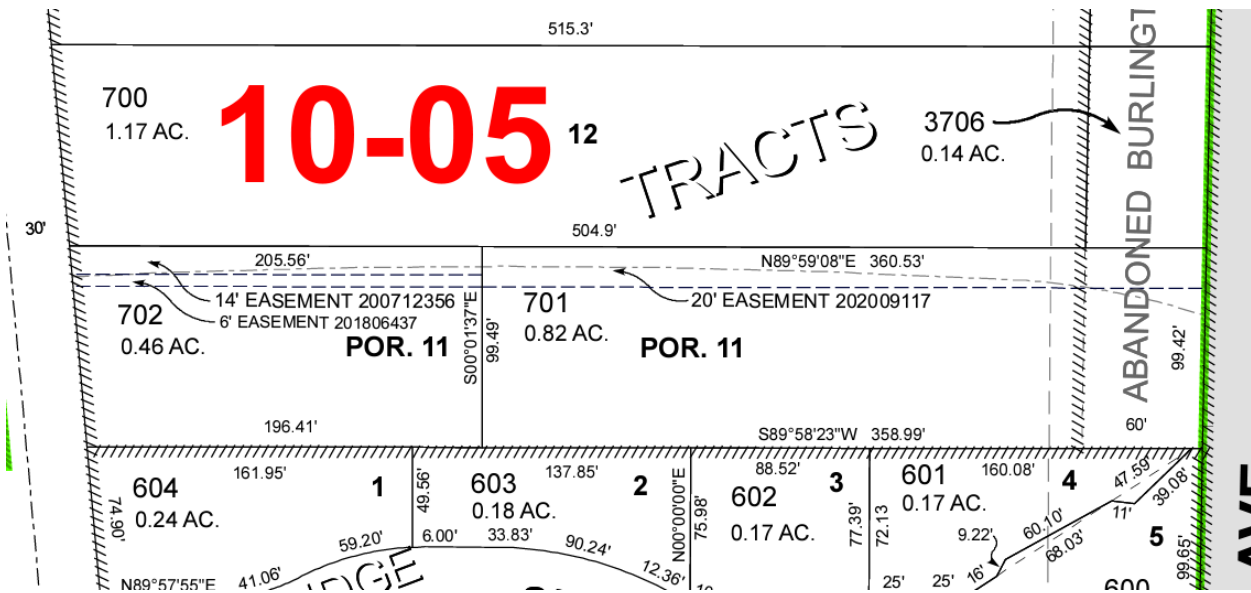
G. In the following circumstances, a proposed road name shall generally conform to the following additional standards:

1. Roads running in a generally north-south direction shall be called "roads." Roads running in a generally east-west direction shall be called "lanes."
2. Roads dead-ending in a turnaround 1,000 feet or less from their beginning points may be called "courts."
3. Roads of reduced right-of-way or curving roads of less than 1,000 feet may be called "drives."

4. Roads that begin at and circle back onto the same road, or that are circular or semicircular, may be called "circles" or "loops."
5. Road designator abbreviations for new and existing roads shall conform to the current standards established by the National Emergency Number Association (NENA).



Location Map



Assessor Map indicating recorded easements for existing private road.