PETITION FORM
Road Naming in Lewis and Clark County

A name has been proposed for a section of road located in Lewis and Clark County. Adoption of this proposed name requires approval of a simple majority of landowners whose property abuts this section of road under discussion. This petition will be used by the applicant to record the opinion of the landowners. Upon verification of the petition, the City-County Address Coordinator will approve or disapprove the name based upon the number of those landowners in favor of or opposed to the name.

Applicant: _____

Address: _____

Phone: _____

Proposed Road Name: _____

Location of Road: _____

Printed Landowner Name	Address	Opinion	Signature

PROCEDURE FOR NAMING OF ROADS
IN LEWIS AND CLARK COUNTY

1. Applicant submits request for road name to City-County Address Coordinator. This request shall include the following information:

    ▸ Applicant's name, address, and phone number
    ▸ Proposed name of road
    ▸ Location of road (township, range, section)
    ▸ Map of road proposed for naming
    ▸ Number of residences served by the road
    ▸ Ownership of the road (private, public)
    ▸ Maintenance provisions for the road
    ▸ Other pertinent information

2. Address Coordinator will determine whether the proposed road name meets all County road-naming regulations outlined in Appendix "H" of the Lewis and Clark County Subdivision Regulations. Upon successful review of the proposed road name, staff will send a petition form to the applicant for the purpose of contacting landowners who abut the section of road proposed for naming.

3. Applicant will petition all property owners who abut the section of road proposed for naming, using the petition form supplied by the Address Coordinator. Property owners should be identified through investigation of plats legally recorded in the County Clerk and Recorder's Office. A list of persons contacted, whether or not they signed the petition, shall also be submitted to the Address Coordinator.

4. Upon receipt of the petition and verification of majority approval by abutting landowners, Staff will adopt the proposed road name.

5. Upon adoption of the road name, addresses will be reassigned along the new road and the property owners notified. In addition, Staff will notify relevant agencies of the new road name and addresses. Such agencies include: U.S. Post Office, County Sheriff, St. Peter's Ambulance Service, the appropriate fire protection agency, telephone providers, utility providers, Classification and Appraisal, other law enforcement and public agencies. Staff will add the approved road name to the GIS maps for the County and make sure the road is included on the Master Street Address Guide for E-911 purposes.