



## Legislation Text

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**File #:** 19-058, **Version:** 1

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**TO:** Mayor Bien-Willner and Town Council Members

**FROM:** Brian Dalke, Interim Town Manager  
Jeremy Knapp, Community Development Director  
Robert Lee, Building Official

**DATE:** February 14, 2019

**DEPARTMENT:** Community Development

### **AGENDA TITLE:**

**Discussion of Ordinance regarding Property Address & Street Assignment Manual**

### **Town Value(s):**

- ☒ Primarily one-acre, residential community
- ☐ Limited government
- ☐ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

This manual will provide first responders, developers, and property owners with consistent and predictable addressing standards for new development.

### **RECOMMENDATION:**

Review and provide feedback on the draft Address and Street Assignment Manual

### **SUMMARY STATEMENT:**

The Town of Paradise Valley is responsible for assigning addresses to properties within its jurisdictional boundary for newly created property, reassigned property, and newly created streets. This responsibility falls under the duties of the Town's Building Official and has been done so in years past without the benefit of a policy or manual.

For consistency with the Maricopa Region, the town has relied upon a publication from the Maricopa Association of Governments (MAG) known as the Address & Street Assignment Policy Manual. In 1967 a Maricopa County Master Street Name plan was developed, and all the Valley cities and towns "agreed" with the plan. To address concerns with the initial manual MAG established a Task Force on Address and Street Assignment Policy. That group published an Address & Street Assignment Policy Manual in September of 1979 although it was never officially adopted.

Then in 2003, in conjunction with TerraSystems Southwest, Inc and with the help of the City of Chandler, Maricopa County and the City of Phoenix Fire Department, MAG published an updated and expanded version of the Address & Street Assignment Policy Manual. While these documents have been and are widely used throughout the Valley, none of them have ever been adopted.

The Town has edited the MAG Address & Street Assignment Policy Manual to ensure consistency with regional approach to addressing as well as considering the unique characteristics of the town. This allows for predictable and consistent addressing for emergency response, property owners, and developers. This document, if adopted, will provide guidance to all parties, including the Building Official, on addressing properties within the Town.

**BUDGETARY IMPACT:**

This item has no impact to the Town's budget.

**ATTACHMENT(S):**

Attachment A - DRAFT Address and Street Assignment Manual

Attachment B - DRAFT Resolution 2019-01

Attachment C - DRAFT Ordinance 2019-03

Attachment D - PowerPoint Presentation