

**CITY OF LIBERTY LAKE  
SPOKANE COUNTY, WASHINGTON  
ORDINANCE NO. 244**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON ADDING  
CHAPTER 2 TO TITLE 9 OF THE CITY OF LIBERTY LAKE MUNICIPAL CODE  
ENTITLED PUBLIC SAFETY STREET NAMING AND PHYSICAL ADDRESSING  
STANDARDS.**

**WHEREAS**, The Spokane County Public Safety GIS Oversight Committee (the Committee) identified inconsistencies by addressing authorities throughout Spokane County in the assignment of road names and building/property addressing methodologies which impede the ability of public safety agencies to provide timely and effective emergency response; and

**WHEREAS**, the Committee convened a special task force to develop a common regional addressing standard for use by all addressing authorities within Spokane County to reduce addressing variables and inconsistencies in order to enhance public safety agencies abilities to provide timely emergency response; and

**WHEREAS**, the task force comprised of emergency response and dispatch agencies, GIS staff, and City and County addressing authorities, developed a uniform regional road naming and addressing standard known as the Public Safety Road Naming and Physical Addressing Standards; and

**WHEREAS**, the task force included representation from the City of Liberty Lake; and

**WHEREAS**, the Public Safety Road Naming and Physical Addressing Standards was presented to the Spokane Home Builders Association on January 12, 2016 and the Spokane County Board of County Commissioners on January 26, 2016; and

**WHEREAS**, the City of Spokane adopted the uniform regional road naming and addressing standards on November 14, 2016 through Ordinance No. C35452; and

**WHEREAS**, Spokane County adopted the uniform regional road naming and addressing standards on June 13, 2017 through Resolution No. 17-0554; and

**WHEREAS**, the City of Liberty Lake Planning & Building Services is charged with the regulation of street names and addresses for the City of Liberty Lake through the City Development Code and the River District SAP-08-0001; and

**WHEREAS**, the City Development Code Section 10-3G-2(S) and the River District SAP-08-0001 Section 10-3G-2(P) provides direction for implementation of street naming and addressing and these standards are consistent with and supplement the City Development Code and the River District SAP-08-0001;

**NOW, THEREFORE,** the City Council of the City of Liberty Lake, Washington, do ordain as follows:

**Section 1.** That a new Chapter 2 is added to Title 9 of the City of Liberty Lake Municipal Code, entitled “Public Safety Street Naming and Physical Addressing Standards”, is hereby adopted to read as follows:

**Title 9**  
**Chapter 2**  
**Public Safety Street Naming and Physical Addressing Standards**

A. Purpose.

1. The purpose of this chapter is to establish a uniform method for naming streets / roads and assigning addresses for real property and structures within the City of Liberty Lake.
2. The goals of this chapter are as follows:
  - a. Facilitate expedient emergency response by medical, law enforcement, fire, rescue, and any other emergency services.
  - b. Regulate the display of property address numbers and provide for accurate road name signage, installation, and maintenance thereof.
  - c. Provide property owners, the general public, emergency responders, and government agencies and departments with an accurate and systematic means of identifying and locating property and/or structures.

B. Applicability.

1. This chapter applies to all public and private streets / roads, addresses for real property, and structures situated within the City of Liberty Lake. The City of Liberty Lake may name or rename streets / roads and assign or reassign addresses as necessary to further the purpose of this chapter.
2. The provisions herein shall apply to the assignment of addresses to all new or existing buildings or properties within the City of Liberty Lake.
3. All non-conforming addresses may be changed to conform to this code.

C. Administration.

Liberty Lake Planning & Building Services shall administer the provisions of this chapter, unless otherwise provided for herein and this chapter shall be applied in conjunction with the City Development Code Section 10-3G-2(S) and the River District SAP-08-0001 Section 10-3G-2(P) for street names and addresses, as applicable.

D. Definitions.

The following definitions are used in this chapter in addition to the definitions contained in Articles 10-1C of the City Development Code and the River District SAP-08-0001:

1. "Address" means a property location identification with the following format: address number, directional prefix, street / road name, roadway type, building designator, and unit designator (e.g., "123 W Main St., Apt. 456"). The following elements are required: address number, street / road name, and roadway type. The following elements may be optional: directional prefix, building designator, and unit designator.
2. "Addressing Authority" means Liberty Lake Planning & Building Services.
3. "Address Number" means the numeric designation for an addressable structure or unit.
4. "Addressable" means a property required to be assigned an address under this chapter.
5. "Addressable Property, Addressable Structures, Addressable Sites or Addressable Units" means, generally, the habitable or legally occupied structure on a lot, parcel, or tract, but may also include other structures or sites as determined necessary by the relevant Addressing Authority.
6. "Addressing Database" means the computerized format for tracking assigned street / road names and addresses within the City of Liberty Lake.
7. "Addressing Grid System" is the address number and directional system in a particular area such as a grid system or block system.
8. "Administrator" means the Planning & Building Services Manager or designee.
9. "Building Designator" means a 1 letter descriptor for a single building within a multiple unit complex (e.g., "123 W Main St., Bldg. A").
10. "Department" means Liberty Lake Planning & Building Services.
11. "Directional Prefix" means a 1 or 2 letter descriptor within a street / road name consisting of any combination of the cardinal directions of North, South, East, and West, generally used in specific street / road naming schemes (i.e., N, S, E, W, NE, NW, SE, SW).
12. "E911 Director" means the manager of the local 911 service.
13. "Multiple Units" means the presence of two or more Addressable Structures, Addressable Sites or Addressable Units on a single Spokane County tax parcel or group of undivided interest parcels.
14. "Multiple Unit Complex" means an apartment, condominium, or business complex where there exist multiple buildings on a single site or within a single project, and two or more buildings include multiple units.
15. "Multiple Unit Structure" means a single structure which contains two or more units.
16. "Non-conforming Address or Street / Road Name" means an address or street / road name that is not in compliance with this chapter.
17. "Non-conforming Street / Road Name Sign" means a street / road name sign that is not in compliance with this chapter.
18. "Regional Public Safety Spatial Database" means the spatial format for tracking all assigned road names and addresses within Spokane County. This system is maintained by the Regional Public Safety Geographic Information Systems (RPSGIS) Committee for use in countywide Public Safety-related applications.

19. "Roadway Type" means an abbreviated word used in conjunction with a street / road name to describe the character of the street / road and will be in accordance with USPS Publication No. 28 Appendix C1 or the most current USPS Published Standards. The following are allowable roadway types:
- a. Alley (Aly): A narrow service roadway that serves rear lots and where platted width is generally less than twenty feet.
  - b. Avenue (Ave): A through local, collector, or arterial roadway generally running east-west.
  - c. Boulevard (Blvd): Roadway with exceptional width, length and scenic value, typically with a landscaped median dividing the roadway; or an arterial or major collector roadway that lies diagonally to the east-west, north-south grid system.
  - d. Circle (Cir): A local or collector roadway having ingress and egress from the same roadway. See also "Loop."
  - e. Court (Ct): A dead end or cul-de-sac that will not become an extension or a continuation of either an existing or future roadway; not longer than six hundred feet in length.
  - f. Drive (Dr): A lengthy local access, collector, or arterial that does not have a definite directional course.
  - g. Highway (Hwy): Used to designate state or federal roadways only.
  - h. Lane (Ln): Roadway used as a private local access within a development.
  - i. Loop (Lp): A local or collector roadway having ingress and egress from the same roadway. See also "Circle."
  - j. Parkway (Pkwy): A thoroughfare designated primarily as a collector or arterial, with a median reflecting the park-like character implied in the name.
  - k. Place (Pl): Permanently dead-end roadway, terminating in a cul-de-sac, or short through roadway, not longer than six hundred fifty feet in length.
  - l. Road (Rd): This type is typically reserved for roadways located outside the boundary of a city or town. This type may be found within city/town limits due to past annexations or when a new roadway is in alignment with or within one hundred twenty five feet of an existing county road.
  - m. Street (St): A through local, collector, or arterial roadway generally running north-south.
  - n. Way (Way): A curvilinear roadway.
20. "Street(s) / Road(s)" Means public and private streets / roads. Street / Road may be used interchangeably; however Street shall be the standard term for new streets within the City of Liberty Lake.
21. "Street / Road Name" means the word or words either existing, or in the case of new or renamed roads, which are approved by Liberty Lake Planning & Building Services, used in conjunction with a directional prefix, and/or a roadway type to identify a public or private street / road.

22. "Unit" means a specific dwelling or commercial space amongst a larger group of dwellings or commercial spaces (e.g., apartment, suites, etc.).
23. "Unit Designator" means a secondary address number that is used to identify a separate unit on a single lot, parcel, tract of land, or within a multiple unit complex. A unit designator at a minimum shall consist of a unit type and a numeric identifier (e.g., 10126 W Rutter Pkwy, Apt. 2). A unit designator within a multiple unit complex shall consist of a unit type, a building designator, and a numeric identifier (e.g., 123 W Main St., Apt. A200). The building designator and unit designator are concatenated into a single item (e.g., A200 where A is the building designator, and 200 is the unit designator). See also: "Multiple Units", "Multiple Unit Complex", "Multiple Unit Structure".
24. "Unit Type" means an abbreviated word used in conjunction with a unit designator to describe the character of the unit and will be in accordance with USPS Publication No. 28 Appendix C2 or the most current USPS Published Standards. The following are allowable unit types:
  - a. "Apt" for Apartment,
  - b. "Bsmt" for Basement,
  - c. "Bldg" for Building,
  - d. "Dept" for Department,
  - e. "Dorm" for Dormitory,
  - f. "Fl" for Floor,
  - g. "Frnt" for Front,
  - h. "Hngr" for Hanger,
  - i. "Lbby" for Lobby,
  - j. "Lot" for Lot,
  - k. "Lowr" for Lower Level,
  - l. "Ofc" for Office,
  - m. "Pier" for Pier,
  - n. "Rear" for Rear,
  - o. "Rm" for Room,
  - p. "Slip" for Slip,
  - q. "Spc" for Space,
  - r. "Stop" for Stop,
  - s. "Ste" for Suite,
  - t. "Trlr" for Trailer,
  - u. "Unit" for Unit,
  - v. "Uppr" for Upper,

25. "Utility Site" means a parcel containing any type of utility service, located on a legal parcel of land with no association to a building and, requiring periodic maintenance or readings by utility company personnel.

E. Streets / Roads to which naming requirements apply.

1. New or unnamed existing streets / roads providing access to 4 or more addressable parcels, structures, or units shall be named.
2. Existing streets / roads for which renaming has been authorized by the Addressing Authority to promote the purpose of this chapter shall be renamed.
3. Pre-approved street / road names shall be identified on plat documents at the time of Final Plat, Short Plat or Binding Site Plan (BSP) submittal.
4. All streets / roads shall be named regardless of whether the ownership is public or private.
5. Only traveled ways that qualify as streets / roads may be named; except auto-court lanes, as defined in the City Development Code / River District SAP-08-0001 may be named. Private driveways and alleys shall not be named for the purpose of the addressing standards.
6. Driveways, access to parking areas, and other traveled surfaces that are not considered streets / roads may not be named; except as noted above, but may have directions identified with the following method:
  - a. Arrow signs indicating building or address ranges within an apartment complex or campus may be placed at the entrances and along the non-roadway traveled surface to locate buildings.

F. Naming of Streets / Roads.

1. Any project permit action that results in a name being created to identify a new street, whether public or private, shall comply with the requirements of this chapter. The applicant will designate proposed street names. Liberty Lake Planning & Building Services shall review the proposed street names for consistency with this chapter and approve or revise as needed.
2. A proposed street / road name change shall also be reviewed by Liberty Lake Planning & Building Services for consistency with this chapter. The applicant or the City, as applicable, will be required to give notice of the proposed change to the owners of property fronting on the street / road and properties currently addressed off the street / road, the United States Postal Service, and emergency dispatching personnel, for the purpose of eliciting comments about the proposed change prior to Liberty Lake Planning & Building Services approving or denying the proposed change. The applicant shall pay for all costs associated with a proposed change, as outlined in the adopted Planning & Building Services and Public Works Fee Schedule, as amended, and the City shall also be reimbursed by the applicant for the cost to implement an approved change, as applicable.

#### G. Street / Road naming standards.

All new, unnamed, or renamed streets within the City of Liberty Lake shall be named pursuant to this chapter and the following criteria:

1. Street names shall be easy to read and pronounce.
2. Street names shall not contain vulgarity or vulgar innuendo, nor insult to any person, group, or class of persons, or institution.
3. Street names shall not sound similar to other street / road names within the City of Liberty Lake, whether existing or currently proposed (e.g. Links, Lynx).
4. Duplicate street names will not be allowed.
  - a. Street names shall not duplicate any county roadway names unless the new street is in alignment with the existing street / road.
  - b. Streets / roads with the same root name but different suffix (that are not in reasonable alignment with the existing street / road) will be considered as a duplicate roadway name (e.g., Chesterfield Drive or Chesterfield Lane) and thus disallowed.
5. Street names shall conform to the most current M.U.T.C.D and City of Liberty Lake standards for maximum letter usage and characters, including spaces.
6. Street names shall be based on the Modern English alphabet and shall not contain special characters (periods, dashes, underscores, apostrophes, quotes, diacritic, etc...) or have frivolous, complicated, or unconventional spellings. Street names may contain a single space to separate two words (e.g. "Mount Spokane Dr.").
7. Street names shall not include abbreviations (e.g., "St Charles" vs "Saint Charles"), with the exception of numbered streets, which may be written in their abbreviated format (e.g., "1st" for "First", etc...).
8. Articles (e.g., "The", "A", or "An") shall not be used to begin street names.
9. Street names duplicating commercial or private facilities shall not to be used (e.g., "Bowling Alley", "Tennis Court", or "Railroad Street").
10. Numbered or alphabetical street names shall continue in sequence (e.g., 1st adjacent to 2nd, and not adjacent to 3rd).
11. A proposed street which is a continuation of, or in alignment with an existing street / road, shall continue the street / road prefix direction, street / road name, and roadway type of the existing street / road whenever possible. If the proposed street will terminate at a cul-de-sac, the roadway type for the block containing the cul-de-sac may be Court (Ct).
12. Street name integrity should be maintained for the entire length of the street / road whenever possible. Street / road names shall only change when there is a substantial intersection or significant "visual geometric cue." Generally continuous streets / roads shall not be subdivided into segments with different names.
13. Street names shall not include a directional prefix (e.g., "W West Washington Rd.").

14. Street names shall not include words used as roadway types (e.g., “Circle St.” or “Avenue Way.”).
15. Street names shall not include the word highway (e.g., “Highway 2” or “Old Sunset Highway”).
16. Alleys and driveways shall not be named or assigned addresses.
17. Auto-court lanes, as defined in the City Development Code / River District SAP-08-0001 may be named.
18. Streets which meander or change abruptly from one predominant direction to another shall be assigned a directional prefix in one direction throughout the road length according to which general direction of such road is the predominant direction of travel.
19. If a street / road forks into two roadways, the fork with the highest projected traffic volume should continue the same name.
20. Two uniquely named roadways should not intersect more than once (e.g., Main St. should not intersect Pine Ln. at 200 W. Main St., and also intersect Pine Ln. at 400 W. Main St.). Loops and Circles will be reviewed on an individual basis and require approval from the Administrator.
21. All street names which deviate from this document shall be subject to a review by the Addressing Authority in consultation with the E911 director, or designee, for ease of use within E911 computer-aided dispatch systems, and verified against the Regional Public Safety Spatial Database.

#### H. Street / Road name signs required.

1. All private and public streets / roads shall have approved street / road name signs posted at every intersection in compliance with federal, state, and local laws and regulations. Street / road name signs shall be made and installed pursuant to this chapter and the Liberty Lake Engineering Design Standards. Block information shall be assigned by the Addressing Authority.
2. Prior to the acceptance of streets or issuance of Certificates of Occupancy, as applicable, the developer / applicant shall install proper street name signs to be located and constructed per the jurisdiction standards and in accordance with the requirements of this chapter, and shall arrange for inspection by Liberty Lake Public Works.

#### I. Standards for signage of streets / roads.

1. All public and private roads, streets, and buildings shall be designated by names or numbers on signs clearly visible and legible from the roadway. All street / road signs, both public and private, shall be constructed, located and maintained in accordance with standards adopted by the City of Liberty Lake.

#### J. Addressing Grid Systems.

1. The City of Liberty Lake shall participate in the use of the addressing grid system described in this section (City of Spokane Addressing Grid), except as stated for the Legacy Ridge and Legacy Ridge West Developments.

2. The City of Spokane Addressing Grid is defined as follows:

- a. Sprague Avenue or Sprague Avenue extended divides the City into north and south addresses and Division Street or Division Street extended divides the City into east and west addresses.
- b. North of Sprague addresses have even numbers on the east side of the street / road and odd numbers on the west side; south of Sprague even numbers are on the west side of the street / road and odd numbers are on the east with the exception of the Legacy Ridge and Legacy Ridge West Developments within the City of Liberty Lake where due to the layout and orientation of the streets, the numbers do not always follow the standard practice as the streets change directions; however the numbering for the development is consistently followed throughout the development.
- c. West of Division Street addresses have even numbers on the north side and odd numbers on the south side of the road; east of Division Street even numbers are assigned to the south side of the road and odd numbers are on the north side with the exception of the Legacy Ridge and Legacy Ridge West Developments within the City of Liberty Lake where due to the layout and orientation of the streets, the numbers do not always follow the standard practice as the streets change directions; however the numbering for the development is consistently followed throughout the development.
- d. The appropriate directional designation, or abbreviation of the word itself (e.g., "N." or "North"), is part of the address and follows the number. For example, the first lot south of Sprague Avenue on the west side of Division Street would have a street address of "1 S. Division Street."

K. Addressing Standards.

1. Each property owner who has addressable property and has not been assigned an address has a responsibility to apply to the Addressing Authority for a physical address.
2. Application for each address assignment prior to the issuance of a building permit shall include, at a minimum: a site map showing any proposed or existing structures, driveways, and street / road approach locations.
3. The numbering of addressable properties or structures along each road shall begin at the appropriate grid point of origin and continue in sequence. No address shall be out of sequence in relation to the adjacent addresses.
4. Each block along a street / road may have up to one hundred address numbers. The hundred series shall change upon crossing a road intersection or in best possible alignment with the established address grid if applicable, with the exception of intersecting driveways and/or alleys. The hundred series along a public road shall not change upon crossing a private road, unless deemed necessary by the Addressing Authority. Private roads wholly contained within plats shall be assigned hundred series as if they were Public roads.
5. Addresses along a street / road shall have even numbers on one side of the road and odd numbers on the other side as defined in the appropriate addressing grid.

6. Individual address numbers shall be assigned to fit within the block range of the road segment to which the address is assigned (e.g. a new address that is assigned to the 200 block of Main St, must be assigned a number between 200 and 299). Individual addresses should be assigned to be consistent with adjacent blocks of the same N-S or E-W orientation.
7. Properties only accessible via a shared driveway shall be assigned based on the point of origin of the driveway from the connecting street / road and shall be sequential.
8. Addressable property or structures shall be assigned an address based upon the street / road from which vehicular access to the property or structure is obtained, with the following exceptions:
  - a. Commercial and Public Facility structures may be assigned an address based upon the street / road the main entrance faces and not necessarily the access road.
  - b. Residential structures on corner lots may be assigned an address based upon the street / road the main entrance faces and not necessarily the access road.
  - c. Per the City Development Code Section 10-3G-2(S) and the River District SAP-08-0001 Section 10-3G-2(P) for street names and addresses, if a building does not have street frontage (e.g. common area or pedestrian path frontage), then the address shall be provided based on the street connection point for vehicular access and appropriate signage shall be provided for public safety.
9. Fractional addresses shall not be used (e.g., “100 ½ W Main St.”).
10. Address numbers shall not contain any non-numeric characters (e.g., “118a” or “118b”).

L. Change in street / road or address status.

1. If a public or private street / road right-of-way is altered, the addressing authority shall review the alteration and may assign a corrected street / road name and/or address/addresses consistent with the provisions of this chapter. If the access to an individual address is altered, the addressing authority shall assign a corrected address consistent with the provisions of this chapter (e.g., the owners of 200 W Cherry Ln. change the location of their driveway from Cherry Ln. to Spruce Ln. necessitating an address on Spruce Ln.).
2. Refer to Section F - Naming of Streets / Roads, subsection #2 above, for the process to review proposed street / road name changes in the City of Liberty Lake.

M. Multiple Units.

1. Duplex/Triplex units shall be assigned one address for each unit when possible.
2. Approved accessory dwelling units (ADU) whether attached or detached, shall be assigned a secondary address from the primary dwelling unit. The ADU shall be identified by the building designator “Unit” (e.g.; 123 W. Main St., Unit 1).
3. Manufactured Home Parks which contain dwelling units fronting on public or private streets / roads shall be assigned one address for each dwelling unit. Manufactured home parks which contain dwelling units fronting on unnamed private access roadway(s) or driveways shall be assigned one address for the entire property, and a secondary address

assigned for individual spaces by the manufactured home park owner subject to approval by the City (e.g.; “1520 W. Richland St., Spc. 1”).

4. Multiple unit complexes shall be assigned one address for the property based upon the street / road from which vehicular access to the structures is obtained whenever possible. If necessary, the addressing authority may assign an address based upon the street / road the main entrance faces (e.g., “1642 N. Sherman Rd., Spc. 10” or “1642 N. Sherman Rd., Bldg C”).
5. Structures within multiple unit complexes shall be assigned a building designator for each structure as opposed to a unique address (e.g., “123 W Main St., Bldg. A”) unless an exception is granted by the addressing authority.
6. When unit designators are assigned to multiple unit structures with individual building designations, the unit designator shall include the building designation (e.g., 123 W Main St., Apt. A200 or 123 W Main St., Bldg. A, Apt. 200).
7. When unit designators are assigned to buildings with multiple floors, all above ground units shall be assigned a three digit number (or higher) where the beginning number shall represent the floor upon which the unit is located (e.g., first floor units would be assigned a three digit number beginning with 1, “Apt. 101”, fifteenth floor units would be assigned a four digit number beginning with 15, “Apt. 1501”).
8. Units within below grade stories shall include the alpha characters “Lowr” to indicate lower level and then be assigned a three digit number where the beginning number shall represent the floor upon which the unit is located (e.g. all units in the first level below grade would be assigned three digit numbers beginning with 1, “Apt. Lowr 101”, units on the second level below grade would be assigned three digit numbers beginning with 2, “Apt. Lowr 201”).
9. Should a remodel of a multiple-unit structure alter the number or configuration of units, the addresses of units within said structure shall be updated to remain in compliance with this section.
10. Should a remodel of a single-unit structure create a multiple-unit structure, the addresses of units within said structure shall be updated to remain in compliance with this section.
11. When unit designators are assigned to individual multifamily dwellings (including apartments and condominiums) the units shall use the unit type for apartment: “Apt” or unit: “Unit”.
12. When unit designators are assigned to individual dwellings/spaces in manufactured home parks, the units shall use the unit type for space: “Spc”.
13. When unit designators are assigned to individual commercial suites or tenant spaces within a commercial structure(s), the units shall use the unit type for suite: “Ste”.
14. All other multiple unit structures not previously described shall contain a unit type which most closely identifies the unit’s use and which is in accordance with current USPS Published Standards.

N. Final plat addresses.

Prior to the filing of a residential final plat, all lot access plans must be submitted and approved as required by the City Development Code / River District SAP-08-0001, as applicable, and the full physical addresses for all lots within or served by the development must be indicated on the final plat. Physical addresses will not be issued without an approved preliminary plat map.

O. Display of Address.

1. On structures now existing or hereafter erected, the owner of the property or structure shall conspicuously place the correct address, as required by this chapter and/or current City Building / Fire Codes.
2. Addresses shall be displayed on all new and existing buildings. Letters, numbers or symbols shall meet the following standards:
  - a. The posted address shall be metal or other durable material.
  - b. The numbering/lettering shall be at least four inches in height, and one-half inch in stroke width minimum.
  - c. The posted address shall contrast with its background.
  - d. The address shall be placed on the structure plainly legible and visible from the roadway from which vehicular access is provided to the property or structure.
  - e. Address is visible from all directions of travel.
3. Structures in excess of 100 feet from the street / road fronting the property shall display the address on a sign, monument, or post not less than three feet, nor more than six feet above the ground and located at the entrance to the property from the nearest street / road. The structure shall display additional posting at the structure location.
4. If two or more addressable structures share a common primary access and any one of the addressable structures is located more than 100 feet from the roadway designated in the assigned address, the addresses for each structure shall be posted at the intersection of the shared access and the named roadway on a sign or post not less than three feet nor more than six feet above the ground, and each structure shall display additional posting at the structure location.
5. If refuse collection is elsewhere than in the fronting street of a building, the owner and occupant shall conspicuously post and maintain the street address number near the refuse receptacles clearly legible from the place where the refuse is collected.
6. Address numbers, signage, location, and sizing shall be maintained in a manner consistent with the provision, purpose, and intent of this addressing standard by the responsible property owner, including all other local, state and federal laws.

P. List of established road names, assigned addressing and mapping.

The City of Liberty Lake - Spokane County RPSGIS committee shall maintain the Regional Public Safety Spatial Database comprised of all public and private streets / roads and addresses within all of Spokane County. The aforementioned spatial database is available for viewing

either online from the Spokane County website or in person within the Spokane County Public Works Building during regular business hours.

**Q. Deviations from literal compliance.**

The Administrator may grant minor deviations from literal compliance with the requirements of this chapter. Such deviations are intended to provide relief from literal compliance with specific provisions of this chapter in instances where there is an obvious practical problem with doing so, while still adequately addressing the property for location by emergency service providers and to promote the other purposes of this chapter.

**R. Appeals.**

1. The Hearing Examiner shall hear appeals of street /road naming or renaming decisions by the City, pursuant to City of Liberty Lake Development Code / River District SAP-08-0001 Appeal Process for Administrative Interpretations or the underlying project permit type, as applicable.
2. An appeal must be filed prior to a final plat, short plat, or BSP approval.
3. Appeals must be in writing on forms provided by Planning & Building Services. The applicant has the burden of demonstrating that the desired street / road name or address satisfies the requirements of this chapter.
4. An appeal fee as specified in the adopted Planning & Building Services and Public Works Fee Schedule, as amended, must be submitted with the completed appeal form and any supporting documentation.

**Section 2. Administrative Code Interpretations Authorized.**

In the event of any question or uncertainty regarding the applicability of this Ordinance, the City Administrator acting in the role of the Community Development Director, the Planning & Building Services Manager, or his/her designee is hereby authorized to make such administrative code interpretations as may be necessary to implement this Ordinance.

**Section 3. Severability.**

If any section, sentence, clause or phrase of this Ordinance and the attachments hereto shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

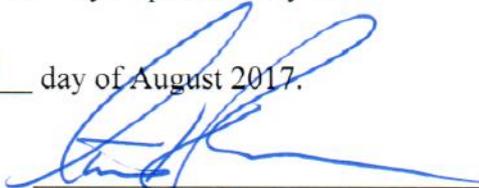
**Section 4. Administration and Enforcement.**

- A. Administration. Planning & Building Services shall be responsible for the administration of this Ordinance.
- B. Enforcement. Projects that are subject to the provisions of this Ordinance and do not comply with the standards of this Ordinance shall be subject to the enforcement provisions of the Liberty Lake Municipal Code, City Development Code, and the River District SAP-08-0001, as applicable.

**Section 5.** Effective Date.

This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

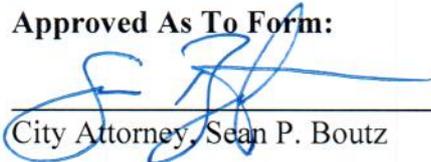
PASSED by the City Council this 15<sup>th</sup> day of August 2017.

  
\_\_\_\_\_  
Mayor, Steve Peterson

**ATTEST:**

  
\_\_\_\_\_  
City Clerk, Ann Swenson

**Approved As To Form:**

  
\_\_\_\_\_  
City Attorney, Sean P. Boutz

Date of Publication: 8.25.17

Effective Date: 8.30.17

\* \* \* \* \*

**CERTIFICATION**

I, Ann Swenson, the undersigned City Clerk of the City of Liberty Lake, of Spokane County, Washington, HEREBY CERTIFY that the foregoing Ordinance is a full, true, and correct copy of Ordinance No. 244 duly adopted at a regular meeting of the City Council of said City, duly and regularly held at a the regular meeting place thereof on August 15, 2017 of which meeting all members of said City Council had due notice and at which a majority thereof were present; and that at said meeting said Ordinance was adopted by the following vote: unanimous.

AYES, and in favor thereof: Mayor Pro Tem Brickner, Council Members Moore, Kaminskas, Dunne, Severs, Kopelson, and Langford.

NAYS: None.

ABSENT: None.

ABSTAINED: None.

CITY OF LIBERTY LAKE



\_\_\_\_\_  
CITY CLERK