

## ROAD NAME APPLICATION AND GENERAL INFORMATION

Mariposa County Planning Department  
5100 Bullion Street, P.O. Box 2039  
Mariposa, CA 95338

Telephone (209) 966-5151 FAX (209) 742-5024

[www.mariposacounty.org](http://www.mariposacounty.org) [planningdept@mariposacounty.org](mailto:planningdept@mariposacounty.org)

### THINKING OF NAMING YOUR ROAD?

Mariposa County has established criteria and procedure to follow to name non-County roads that provide primary access to two or more parcels.

#### What names are appropriate for roads?

Mariposa County has established the following standards for the naming of all non-County roads:

1. Road names shall be developed around significant features in the County which include one of the following:
  - Historical (historical event or name)
  - Botanical (plants – trees, flowers, shrubs, etc.)
  - Zoological (animal)
  - Geological (rock formations, or other natural features)
2. Roads shall not be named after any numbers or letters unless they are related to Standard No. 1 above.
3. The first name of historically significant people shall not be used without including the last name.
4. If a road has already been named, any extensions to the road shall have the same name.
5. The name of the road cannot be the same as an existing County road or any non-County road in the County. For example, Oak Road and Oak Lane are considered the same name, but Blue Oak and Black Oak Road are different names.

#### How do I get a road named?

Mariposa County requires that an application be submitted to the Planning Department for review. Following receipt of a complete application, the Planning Department reviews the proposed road name for compliance with County Resolution No. 92-541 (attached) and makes a recommendation to the Board of Supervisors. The Board of Supervisors takes final action on the application.

A complete application must include the following:

1. A completed application form.
2. The assessor's parcel map(s) showing the road to be named. The road must be outlined on the map(s). The map(s) may be obtained from the Planning Department free of charge.

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3. A signed agreement to the proposed road name from property owners who own a majority (more than 50%) of the parcels served by the road. This includes property owners who do not presently live on the property. All property owners who are served by the road must be contacted even though a majority may already agree to the road name. The application requires that proof be submitted indicating that all property owners have been contacted. Proof must consist of the certified mail return receipt signed by the affected property owner and a copy of the letter sent to the property owner. These property owners must be allowed at least twenty-one (21) days to respond to the road name request application. The County Assessor's office can assist you in finding the names and addresses of all property owners.

### **Who needs to be contacted?**

All property owners who own parcels that have access from the road must be contacted about the road name request application. For parcels that already have a house built on it, the parcel will have access from the road if its driveway encroaches or comes off the road. For parcels that are unimproved or vacant, the parcel will have access from the road if it fronts along the road or is served by an easement that comes off the road.

### **Will my address change?**

Yes. Existing unnamed roads in Mariposa County that are officially named in accordance with County Resolution No. 92-541 will result in a change of the physical street address of the property and also your mailing address if mail is delivered to your street address. According to the post office, a one (1) year grace period is provided to allow for the change of address.

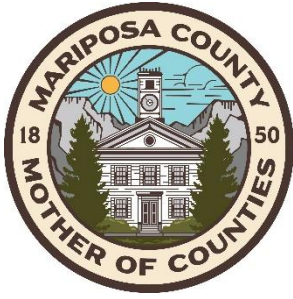
### **What about the new road name sign installation?**

Please contact the Public Works Department at (209) 966-5356 regarding the costs and installation of road name signs; ask for the County Surveyor.

If you have any questions or need assistance with this application, please contact the Planning Department at (209) 966-5151, or visit us at the Mariposa Government Center, 5100 Bullion Street, 1<sup>st</sup> Floor, Mariposa, California.

Attachments:

Application  
County Resolution 92-541



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**FOR OFFICE USE ONLY**

Date Submitted \_\_\_\_\_ Received By \_\_\_\_\_

Fees Paid \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_ Received By \_\_\_\_\_

Application No. \_\_\_\_\_ Application Complete \_\_\_\_\_

Final Action \_\_\_\_\_ Date \_\_\_\_\_

Applicant \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**PROPOSED ROAD NAME** (please list a first, second and third choice of road name)

1<sup>st</sup> choice \_\_\_\_\_

2<sup>nd</sup> choice \_\_\_\_\_

3<sup>rd</sup> choice \_\_\_\_\_

Is this application being submitted to comply with a condition for a Land Division Application?  YES  NO

If yes, please indicate the Land Division Application Number \_\_\_\_\_

**EXPLAIN THE MEANING AND REASON FOR CHOOSING THE PROPOSED ROAD NAME**

(as it relates to the Mariposa County Road Naming Policy):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**If this application is part of a tentative map there may not be a fee. Check with your planner. If this application is naming a new road or renaming a road that is not part of a tentative map the following costs will apply:**

Payment of application fees as determined by Mariposa Planning. Deposit fees are for applications that are to be charged time and materials and are estimated using the staff hour charge of \$123 per hour. All additional staff time and expenses needed to complete the application processing that exceed the deposit amount will be charged at the disclosed rate at the time that services are rendered. On average, invoices will be calculated on a quarterly basis and forwarded to the applicant for payment. If the deposit falls below a balance of 20% of the initial deposit, the applicant will be asked to make a subsequent deposit in an amount estimated to be necessary to complete the processing. Applicants will be expected to pay the subsequent deposit within 30 days of the invoice date or prior to the public hearing, whichever comes first. In the event that the billing is not paid timely, processing will be suspended until payment is made. Any remaining balance will be used to reconcile the final bill. If there is a balance remaining after reconciling the final bill, a refund check will be mailed to the applicant. If the application requires a public hearing, the public hearing will not be scheduled until payment in full is received. It should be noted that the fees do not include consultant fees, specialized studies, CEQA charges, publication fees and any additional fees that maybe charged by other agencies or county offices.

1.  Payment of application fees as determined by Mariposa Planning. Additional fees maybe charged by other agencies or county offices, depending on the type of application.

Road Name Deposit	\$354.00
Document Conversion	\$7.00
Public Noticing	\$61.00
<b>Total:</b>	<b>\$422.00</b>

**REQUIRED SIGNATURE(S)**

**Affidavit**

I/we, the undersigned (Property Owner and Applicant), agree to defend, indemnify, and hold harmless the County and its agents, officers and employees from any claim, action or proceeding against the County arising from the Property Owner and Applicant project.

I/we declare under the penalty of perjury that the statements and information submitted in this application are in all respects true and correct to the best of my/our knowledge.

I/we acknowledge that I/we have read and understand the information contained in the application package relating to the submittal and processing of this application.

I/we understand that the processing of the application will be delayed if any required information is incorrect, omitted, or illegible.

I/we declare that if an entity listed below is a Partnership, Limited Liability Corporation, Corporation or Trust the signer(s) below certifies that he/she is authorized by that entity to apply and sign the application attached herewithin.

<b><u>Property Owner</u></b> <i>(printed name):</i>	<b><u>2<sup>nd</sup> Property Owner</u></b> <i>(printed name):</i>	<b><u>Applicant</u></b> <i>(printed name):</i>
<b><u>Property Owner</u></b> <i>(signature):</i>	<b><u>2<sup>nd</sup> Property Owner</u></b> <i>(signature):</i>	<b><u>Applicant</u></b> <i>(signature):</i>
Date:	Date:	Date:

If there are more than two property owners, additional copies of this page shall be provided.

**IMPORTANT: This page must be signed by all property owners and any authorized applicant.**

**IMPORTANT: Please note that if the property owner/s is/are authorizing someone other than themselves to act as the applicant or agent, the next page must also be signed.**

**IMPORTANT: Failure to have all necessary signatures will DELAY the commencement of processing the application. The application will be returned to the applicant to provide all necessary signatures.**

This page to be signed **IF** the property owner(s) is (are) authorizing someone to act as an agent or applicant for this application.

### Affidavit

**Applicant/Agent Authorization:**

I/we, \_\_\_\_\_, Property Owner(s) hereby authorize \_\_\_\_\_ to act as a representative/Applicant and/or \_\_\_\_\_ to act as a representative/Agent in all matters pertaining to the processing and approval of this application, including modifying the project, and agree to be bound by all representations and agreements made by the designated Applicant and/or Agent.

I/we declare that if the Property Owner and/or Applicant is a Partnership, Limited Liability Corporation, Corporation or Trust, the individual(s) listed below certifies that he/she/they is/are authorized by that entity to execute the application form attached herewithin.

<b><u>Property Owner (printed name):</u></b>	<b><u>Applicant (printed name):</u></b>	<b><u>Agent (printed name):</u></b>
<b><u>Property Owner (signature):</u></b>	<b><u>Applicant (signature):</u></b>	<b><u>Agent (capacity/title):</u></b>
<b><u>Property Owner (capacity/title):</u></b>	<b><u>Applicant (capacity/title):</u></b>	
Date:	Date:	
<b><u>2<sup>nd</sup> Property Owner (printed name):</u></b>	<b><u>Co-Applicant (printed name):</u></b>	
<b><u>2<sup>nd</sup> Property Owner (signature):</u></b>	<b><u>Co-Applicant (signature):</u></b>	
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MARIPOSA COUNTY RESOLUTION NO. 92-541

A RESOLUTION MODIFYING THE PROCEDURE FOR THE NAMING OF NON-COUNTY ROADS

BE IT RESOLVED, that the Mariposa County Board of Supervisors hereby adopts the following policy for the naming of non-county roads:

- A. This resolution sets forth the procedures for naming unnamed non-county roads which provide primary access to two or more parcels.
- B. Standards for the naming of all non-county roads are established as follows:
  - 1. Road names shall be developed around some historical, botanical, zoological or geological significance as they directly relate to Mariposa County.
  - 2. Roads shall not be named after any numbers or letters, except as they may pertain to Number 1, above. First names of historically significant people shall not be used unless in conjunction with the last name.
  - 3. Where road names have already been established, proposed extensions of said roads shall keep continuity with the existing name(s).
  - 4. The name of the road shall not be a duplication of a name already established for any other County road or non-County road in the County.
- C. The procedure for naming roads in conjunction with tentative subdivision maps shall be as follows:
  - 1. Prior to the recordation of a subdivision map, the project applicant, or a representative, shall submit a



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name or names of all roads within the division if such roads meet the criteria of A above.

2. Where the road is newly created by the subdivision, proposed names shall be at the discretion of the applicant, providing the name is consistent with Paragraph B as determined by the Planning Director.

3. On non-County roads which are in existence prior to the submittal of the subdivision, it shall be the applicant's responsibility to contact all property owners having access off of the road in writing and provide verification of such notification to the Planning Department. Prior to acceptance of the application by the Planning Director, the applicant shall obtain written approval of the proposed name by a majority of the property owners served by the road. If the applicants can provide documented evidence that the property owners have been contacted, but failed to respond within twenty-one (21) days of the receipt of the request, then those non-responding property owners shall not be included in computing the majority of the property owners served by a road under consideration for naming. Sufficient evidence is considered to be an executed certified mail receipt. Once a complete applicaton is submitted, it shall be scheduled for action by the Board of Supervisors with a recommendation by the Planning Department. If it is shown that a majority of the property owners served by

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a road cannot reach an agreement on a proposed name, then a property owner served by the road may request that the Board of Supervisors name the road.

D. The procedure for naming existing unnamed roads (not in conjunction with a subdivision) shall be as follows:

1. Any individual, or group of individuals, may submit a name for an unnamed road, so long as that person, or persons, own property which fronts on or has driveway access from the road to be named.
2. A complete application form and a map showing the location of the road to be named shall be submitted to the Planning Department. A complete application shall include written verification that all property owners having direct access to the subject road, have been notified of the proposed name and that a majority of the property owners have agreed in writing to the proposed name. Evidence of notification shall be provided in accordance with Paragraph C 3.
3. Upon submittal of the complete application to the Planning Department, the Planning Department shall review the application and forward a recommendation for approval to the Board of Supervisors if it complies with Section B contained herein.

E. Road Signs:

Within 60 days from the approval of the road name, a sign complying with the County Improvement Standards (Section 11.5D and Standard Drawing R-23 and R-29) shall be

RES. # 92-541  
page 4 of 4

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installed at all intersections with other officially named roads. For roads named in conjunction with a subdivision, it shall be the applicant's responsibility to install such signs in accordance with the Mariposa County Improvement Standards. For roads that are not associated with a development project, the road signs will be installed by the County.

BE IT FURTHER RESOLVED, that this Resolution shall become effective November 1, 1992 and hereby replaces and rescinds previous resolutions regarding the naming of non-county roads.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors this 13th day of October, 1992 by the following vote:

- AYES: BAGGETT, PUNTE, ERICKSON, RADANOVICH, TABER
- NOES: NONE
- ABSTAINED: NONE
- EXCUSED: NONE

Sally S. Punte  
SALLY S. PUNTE, Chairperson  
Mariposa County Board of Supervisors

ATTEST:  
Margie Williams  
MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY  
Jeffrey Green  
JEFFREY GREEN, County Counsel