



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
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PRIVATE ROAD NAME PETITION

Mendocino County Code Section 18.16.070 states, in part: *Any private road, street or way established, or any of the same offered in dedication for public use or any private street or roadway established shall be named in accordance with this Chapter. All streets, roads, and ways shall be known by the same name for the entire length.*

NOTE: Public safety agencies seeking to name or rename a private road may submit a name change proposal to the Department, which shall include the proposed road name and a map showing location, alignment, access and parcel numbers.

MATERIALS REQUIRED FOR SUBMISSION

1. A completed petition form including the signatures of at least 60% of property owners whose parcels are served by the proposed road.
2. An accompanying map indicating the points of origin and termination, and the route between; of the subject road and of any Other Private Roads between it and the nearest public road. The map should also show the approximate points from which each property owner takes his access, those owners being identified on the map together with the appropriate Assessor's Parcel Number. *Staff is required to confirm that the proposed name does not duplicate or offer confusion with other road names in the vicinity.*
3. The current filing fee.

Following submission of a completed packet to the Department, the project will be reviewed by the Address Coordinator and referred out to appropriate agencies for 15-30 days to solicit comments. Following the comment period, the Address Coordinator will prepare a memorandum and hearing packet and schedule the project for review by the Mendocino County Zoning Administrator. The Zoning Administrator will review the project and approve or deny the proposed private road name petition.

Any property owner or public safety agency may appeal the decision of the Zoning Administrator to the Board of Supervisors by filing a written appeal to the Planning and Building Services Director and the Clerk of the Board within fifteen (15) days of the date of the determination. The Board of Supervisors shall hear the appeal at a public hearing, which shall be noticed for ten (10) days. The determination of the Board of Supervisors shall be final and conclusive.

