

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

19.9.1. GENERAL

A. APPLICABILITY

The regulations of this Chapter apply to all development in the City of Henderson including, but not limited to, building permits, grading permits, encroachment permits, offsite permits, subdivisions, resubdivisions, minor subdivisions, or other divisions of land for any purpose within the City, and the preparation of subdivision maps and other maps provided for by NRS 278 and this Code. All subdivisions and any part thereof lying within the City must be made, and all subdivision maps must be prepared and presented for approval, as provided for in this Code.

B. EXEMPTIONS

The regulations of this Chapter do not apply to any of the following:

1. Creation or realignment of a public right-of-way by a public agency;
2. Creation or realignment of an easement;
3. Adjustment of the boundary line or the transfer of land between two adjacent property owners that does not result in the creation of any additional parcels;
4. Purchase, transfer, or development of space within an apartment building or an industrial or commercial building;
5. Carrying out an order of any court or dividing land as a result of an operation of law;
6. Creation of a lien, mortgage, deed of trust, or any other security instrument;
7. Creation of a security or unit of interest in any investment trust regulated under the laws of Nevada or any other interest in an investment entity;
8. Conveying an interest in oil, gas, minerals, or building materials that is severed from the surface ownership of real property;
9. Conveying an interest in land acquired by the Nevada Department of Transportation under NRS; or
10. Filing a certificate of amendment under NRS.

C. IMPROVEMENT PLANS

Subdividers must file with the Public Works Parks and Recreation Director complete plans covering the improvement of alleys, streets (including all appurtenances), curbs, gutters, sidewalks, street lights, driveways, sewer mains, and house laterals within the public right-of-way, water mains, gas mains, fire hydrants, parking areas, subsurface drainage, utility easement location, and such other plans and documents as may be required by the Public Works Parks and Recreation Director. The subdivider must enter into a contract with the City, approved as to form and legality by the City Attorney, to make, install, and complete all required improvements.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.2 REQUIRED DEDICATIONS AND IMPROVEMENTS | 19.9.2.B INSTALLATION OF PUBLIC FACILITIES AND IMPROVEMENTS

D. STANDARD DRAWINGS AND STANDARD SPECIFICATIONS

1. All improvements and construction must conform to all standards and specifications of the Public Works Parks and Recreation Director and all applicable master plans.
2. All references to “Standard Specifications” are to the most recent edition of the Uniform Standard Specifications for Public Works Construction Off-Site Improvements, Clark County Area, Nevada.
3. All references to “Standard Drawings” are to the most recent edition of the Uniform Standard Drawings for Public Works Construction Off Site Improvements, Clark County Area, Nevada.

19.9.2. REQUIRED DEDICATIONS AND IMPROVEMENTS

A. DEDICATIONS

1. As a condition of approval of a tentative map or parcel map, the subdivider must dedicate, or make an irrevocable offer to dedicate, all parcels of land within the subdivision that are needed for improvements required by this chapter.
2. All dedications of property to the City for public purposes must be made in fee title except that, at the City’s discretion, the grant of an easement may be taken for the following purposes: recreational easements, emergency access easements, municipal easements, or public utility easements.
3. All dedications in fee and grants of easements must be free of liens and encumbrances except for those that the City, in its discretion, determines would not conflict with the intended ownership and use.

B. INSTALLATION OF PUBLIC FACILITIES AND IMPROVEMENTS

1. General

In addition to required dedications, the subdivider must construct, or cause to be constructed or installed, all public facilities and improvements required by this Chapter.

2. Supplemental Improvement Capacity (Over-sizing)

(a) As a condition of approval of a tentative map, the City may impose a requirement that improvements installed by the subdivider for the benefit of the subdivision contain supplemental size, capacity, number, or length for the benefit of property not within the subdivision and that those improvements be dedicated to the public.

(b) When such supplemental size, capacity, number, or length is solely for the benefit of property not within the subdivision, the City may enter into an agreement with the subdivider to reimburse the subdivider for that portion of the cost of such improvements equal to the difference between the amount it would have cost the subdivider to install such improvements to serve the subdivision only and the actual cost of such improvements. The City will determine the method for payment of the costs required by a reimbursement agreement that may include, but is not limited to, the establishment and maintenance of local benefit districts for the levy and collection of such charge or costs from the property benefited.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.2 REQUIRED DEDICATIONS AND IMPROVEMENTS | 19.9.2.C PERFORMANCE GUARANTEES

C. PERFORMANCE GUARANTEES

1. Types Allowed

The subdivider must provide a performance guarantee to ensure the completion of required improvements in the form of a performance or surety bond, cash deposit, agreement in lieu of bond, or a letter of credit.

(a) Performance and Surety Bonds

Performance or surety bonds, if used, must be posted in the amount of 100 percent of the total cost of improvements, plus ten percent for engineering and contingencies. The performance or surety bond must be written by a company on the approved federal list and authorized to do business in the State of Nevada.

(b) Cash Deposits

If the performance guarantee is in the form of a cash deposit with the City of Henderson, proportional parts thereof are refundable in relation to progress payments less retainage, subject to approval of the Public Works Parks and Recreation Director and subject to a minimum deposit balance of \$15,000.

(c) Agreement In Lieu of Bond

(1) If the performance guarantee is in the form of an agreement in lieu of bond, two options are available: (1) establishment of a separate account, or (2) establishment of a segregated account.

i. If a separate account is established, it must be designated an "offsite improvement account" in which there has been deposited a sum equal to the amount that would otherwise have been required for a performance or surety bond.

ii. If a segregated account is established, it must be in a sum equal to the amount that would otherwise have been required for a performance or surety bond. It must include a pledge by the lending institution that the funds necessary to carry out the agreement are on deposit.

(2) An agreement in lieu of bond must further provide that any funds on deposit may be withdrawn only upon draft or request for withdrawal signed jointly by the Public Works Parks and Recreation Director, by some person designated by the subdivider, and a representative of the lending institution. The agreement must also provide for progress payments to be made to the subdivider, or directly to contractors if acceptable lien releases are submitted, based on a percentage of the work completed by line item, provided that at all times there must be a ten percent retention of the funds deposited by line item of the bond estimate form, until all offsite improvements have been completed and accepted by the City. The agreement must further include such additional terms and conditions as the City Council may deem necessary to ensure the completion of offsite improvements. Agreements must be on a form provided by the City of Henderson.

(3) Any subdivider wishing to provide the necessary performance guarantee for improvements in the form of an agreement in lieu of bond must submit

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.2 REQUIRED DEDICATIONS AND IMPROVEMENTS | 19.9.2.E INSPECTION OF IMPROVEMENTS

financial background information concerning the financial institution to the Director of Finance for approval. Said request for approval of the institution must include:

- i. The most recent annual statement of the institution.
- ii. A copy of the institution's current quarterly report or a current unaudited statement of the institution if applicable.

- (4) If the institution's financial status is approved by the Director of Finance, then a recommendation will be forwarded to the City Council for approval to place the institution on the list of approved financial institutions for participation in agreements in lieu of bonds under this Development Code. The approval by the City Council must be for one calendar year or until the subsequent January, at which time the financial institution's approval may be renewed for an additional one calendar year upon the submission of the information set forth in this subsection. A financial institution will be annually renewed unless the institution fails to submit the requested information by January 30, specifically requests its name be removed from the list or the Director of Finance recommends denial. The list of approved institutions must be maintained by the City Clerk and updated annually.

D. MAINTENANCE GUARANTEES

1. If the subdivider completes all required improvements and complies with all conditions of the subdivision agreement as determined by the Public Works Parks and Recreation Director, the remainder of monies retained by a financial institution or by the City may be released to the subdivider or the subdivider's successor in title.
2. Prior to release, the subdivider must provide the City, prior to the issuance of any building permit, a performance bond, surety bond, or cash deposit equal to the amount determined by the Public Works Parks and Recreation Director that would ensure the repair of any damage to the existing improvements during the course of any construction, but in no case will the amount of the security be less than \$1,000 for each individual building lot.
3. Prior to the issuance of any certificate of occupancy, the Public Works Parks and Recreation Director must determine whether any breakage or damage has occurred. If no damage to any offsite improvements has occurred, then the Public Works Parks and Recreation Director may release the security to the subdivider or the subdivider's successor in title. If damages have occurred, they must be repaired or the City may draw on the security before it is released.

E. INSPECTION OF IMPROVEMENTS

1. The subdivider must notify the Public Works Parks and Recreation Director at least 24 hours in advance of commencing work on any of the following items:
 - (a) Laying of sewage and construction of manholes;
 - (b) Backfilling of sewage;
 - (c) Placing of water lines, fire hydrants, and valves;
 - (d) Backfilling around water lines, fire hydrants, and lateral connections;

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.4 LOTS | 19.9.4.B SETBACKS

- (e) Laying of storm drainage lines and facilities;
- (f) Backfilling of storm drainage lines and facilities;
- (g) Preparing the base and placing concrete for curbs, gutters, sidewalks, or valley gutters;
- (h) Placing of Type I base course;
- (i) Placing of Type II base course;
- (j) Priming base course;
- (k) Placing surfacing;
- (l) Sealing surfacing;
- (m) Installing street lights;
- (n) Painting curbs red and installing “No Parking” identification; and
- (o) Other offsite improvement construction.

COMMENTARY

The Fire Department also conducts reviews and inspections.

2. If the start of the work will be delayed, the subdivider must notify the Public Works Parks and Recreation Director of the delay at least two hours before work is scheduled to begin. Signed construction plans must be maintained at all times on the job site by the subdivider.

19.9.3. RESOURCE PRESERVATION

In reviewing subdivision layout and lot configuration, the Planning Commission is authorized to encourage preservation of natural features and historic landmarks. The Planning Commission must also ensure that the proposal complies with the resource-related standards of Chapter 19.7.

19.9.4. LOTS

A. DIMENSIONS AND CONFIGURATION

1. Lot sizes and dimensions must comply with the standards of the underlying zoning district, provided that the net area of lots to be served by individual sewage disposal and water supply installations must comply with Clark County Health District standards.
2. Lots may not be divided by another lot, street, alley, or any other thoroughfare or property.
3. Lots may not be divided by City boundary lines. City boundary lines may be coterminous with lot lines or centerlines of streets and alleys.
4. No public or private street, alley, or sidewalk shall be included in the measurement of lot area.

B. SETBACKS

Building setbacks must comply with the standards of the underlying zoning district. Required setbacks must be shown on the final map.

19.9.5. ACCESS

The subdividing of land must be such as to provide each lot, park, or public grounds with satisfactory means of ingress and egress to a public street.

- A.** The City may require, as a condition of approval of a tentative map, that dedications or offers of dedication of streets include a waiver of direct access rights from any lot within the subdivision to any such street within or abutting the subdivision. Upon acceptance of the dedication, such waiver must be reflected in an appropriate title document, which must be recorded and become effective in accordance with its provisions.
- B.** Lots abutting a primary or secondary arterial or highway (as designated on the approved Master Transportation Plan) may be denied vehicular access to such street.
- C.** Vehicular access to lots denied direct access from a primary or secondary arterial or highway (as designated on the approved Master Transportation Plan) must be by minor street or alley.
- D.** The paving materials, widths, and locations of driveways must conform to the Standard Drawings. In residential districts, all driveways must be at least 6 feet from the point of curvature of any intersection, per Standard Drawing Nos. 222 and 222A, unless this requirement is waived by the Public Works Parks and Recreation Director.
- E.** Parcels classified in the RN overlay with access solely via a roadway listed on the adopted Master Transportation Plan must have a circular driveway, cul-de-sac, or any other acceptable design that eliminates backing into the roadway for egress. Parcels with dual frontage must use the frontage adjacent to the roadway that is not listed on the Master Transportation Plan.

19.9.6. DRAINAGE

A. DRAINAGE SYSTEM

The subdivider must provide the necessary means to assure complete drainage in and adjacent to the subject property by making use of state or City storm drains, natural watercourses, or constructed channels. The subdivider must submit to the Public Works Parks and Recreation Director sufficient information in the form of maps and profiles prepared by a surveyor or engineer to indicate the proper drainage of the surface water to natural drainage courses or into City or state drain systems. If surface water drainage is proposed across lands intended to be used as private lots, rights-of-way and easements must be indicated on the proposed plat. The location and width of easements must be indicated on the plat to be recorded and marked "easements reserved for drainage." If deemed necessary by the Public Works Parks and Recreation Director, ditching must be provided. The Public Works Director may also require that the drain be enclosed in pipe made to designed size and specifications, and laid to the grade and depth required by governmental authority.

B. VALLEY GUTTERS AND UNDER-DRAINS

Valley gutters with a minimum width of eight feet or under-drains are required across intersections. The construction of valley gutters or under-drains must comply with the Standard Drawings. Alley gutters must be constructed across alleys in conformance with the Standard Drawings. Valley gutters may not cross streets with a width of 80 feet or more. Drainage must be placed in appropriately sized pipes at those points and drained to daylight.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS
SECTION 19.9.7 STREETS | 19.9.7.B STREET AND RIGHT-OF-WAY WIDTHS

C. DRAINAGE CHANNEL DESIGN

Drainage channels must be designed to maintain a minimum velocity of two feet per second and a maximum velocity of eight feet per second where possible.

D. DRAINAGE PIPE

No public storm water drainage pipe may be less than 18 inches in diameter. All public storm water drainage pipes must be corrosive-resistant pipe and have a design life of at least 50 years.

19.9.7. STREETS

A. ALIGNMENT

Streets must be aligned in accordance with the Master Transportation Plan. Street layouts and alignments are subject to the transportation and circulation standards of this Code and the HMC.

B. STREET AND RIGHT-OF-WAY WIDTHS

1. Minimum Standards

Public and private streets must comply with the right-of-way and pavement standards in Table 19.9.7-1, *Street and Right-of-Way Widths*:

TABLE 19.9.7-1: STREET AND RIGHT-OF-WAY WIDTHS			
STREET TYPE	RIGHT-OF-WAY WIDTH (FEET)	PAVEMENT WIDTH {1} (FEET)	
		NO ON-STREET PARKING	ON-STREET PARKING
Cul-de-Sac	See Section 19.9.7.B.2		
Minor Local/Interior Subdivision			
Minor or Industrial Collector	60	36	49
Secondary Arterial	80 {3}	{2}	{2}
Primary Arterial	100± {4}	{2}	{2}
Controlled Access Arterial	120± {5}	{2}	{2}
NOTES: {1} Pavement width measured from face-of-curb to face-of-curb. {2} Per Standard Drawings/Specifications and Master Transportation Plan. {3} Where a secondary arterial street intersects another secondary arterial or larger street, each secondary arterial or larger street right-of-way must be increased in width, as specified in the Standard Drawings/Specifications. {4} Where a primary arterial street intersects a secondary arterial or larger street, each arterial right-of-way must be increased to a 120-foot width for 660 feet in each direction from the intersection, as specified in the Standard Drawings/Specifications. {5} Where a controlled access arterial street intersects a secondary arterial or larger street, each arterial right-of-way must be increased to a 140-foot width for 660 feet in each direction from the intersection as specified in the Standard Drawings/Specifications.			

2. Options for Minor Local/Interior Subdivision Streets

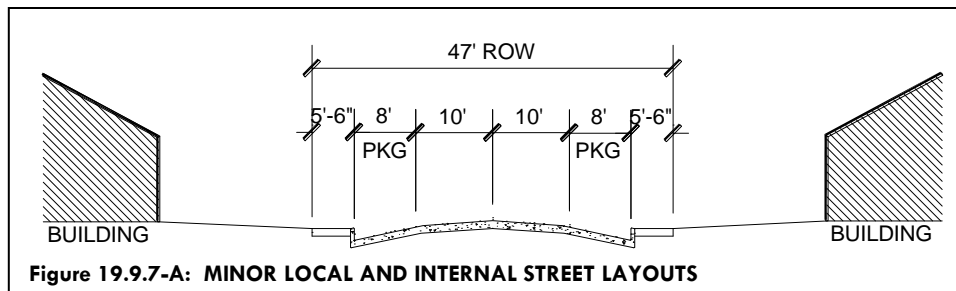
CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS
SECTION 19.9.7 STREETS | 19.9.7.B STREET AND RIGHT-OF-WAY WIDTHS

The design options in Table 19.9.7-2 and Figure 19.9.7-A are allowed for minor local streets and interior subdivision streets, including cul-de-sacs:

TABLE 19.9.7-2: STREET OPTIONS					
RIGHT-OF-WAY WIDTH (FEET)	PAVEMENT WIDTH {1} (FEET)	PARKING LANES		SIDEWALKS	
		SIDES OF STREET	WIDTH {1}	SIDES OF STREET	WIDTH
47	36	2	8	2	5
NOTES: {1} Pavement and parking lane widths measured from face-of-curb.					

(a) In addition to the street width design options described above, a single-family subdivision with attached or detached housing product is permitted to have streets that provide a minimum 24-foot-wide flowline when all of the following are provided:

- (1) Fire lanes (including signage, curb painting, and stenciling) must be complete before the issuance of any certificates of occupancy.
- (2) The subdivision must be gated.
- (3) The streets must be privately owned and maintained.



- (4) The project may not contain cul-de-sacs, dead-ends or “stub” streets.
- (5) Guest parking must be provided in locations approved by the Fire Chief and the Community Development and Services Director.
- (6) All purchasers must sign a disclaimer at the close of escrow acknowledging the prohibition of on-street parking.
- (7) The codes, covenants, and restrictions (CC&Rs) must be irrevocably written and recorded so that the maintenance and enforcement of the on-street parking prohibition is the responsibility of the homeowners’ association (HOA) for the life of the project. The CC&Rs must clearly state that the HOA officers are responsible for the enforcement of the on-street parking prohibition and are personally liable for any penalties, including citations, for the failure to follow through with their responsibilities.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.7 STREETS | 19.9.7.B STREET AND RIGHT-OF-WAY WIDTHS

(b) Subdivision Boundary Streets

Subdivision boundary streets shown on the Master Transportation Plan must be dedicated for one-half of the otherwise required width, and one-half of the otherwise required street improvement section.

(c) Half-Streets

Half-streets are prohibited within the interior of a subdivision. They are permitted along the exterior boundaries of subdivisions when they are major streets or when the need is dictated by traffic, topography, or drainage factors. Where a dedicated half-street or alley abutting the proposed subdivision exists, the other half must be dedicated to make the street or alley complete. In the event that the abutting half-street is unimproved or partially unimproved, the developer is required to construct a half-street or complete the partially improved half-street, which for the purposes of this section must consist of:

- (1)** Curb and gutter, street lights, sidewalk, one eight-foot-wide parking lane, and two 12-foot-wide travel lanes for 51-foot and narrower rights-of-way.
- (2)** Curb and gutter, street lights, sidewalk, one nine-foot-wide parking lane, and two 15-foot-wide travel lanes for 52- to 80-foot rights-of-way.
- (3)** As prescribed by the Public Works Parks and Recreation Director for all other rights-of-way.

3. Waiver of Street Width Standards

The City Council, upon recommendation of the Public Works Parks and Recreation Director, Fire Chief, and the Planning Commission, may waive or modify otherwise required street width standards upon finding that such waivers or modifications are justified by compensating benefits, such as public open space, recreational amenities or enhanced landscaping, and that adequate provision for utilities service and emergency vehicle access are provided.

4. Private Driveways and Drive Aisles

Multifamily, commercial, and industrial developments served by private driveways or drive aisles must comply with the paving materials, width, and location standards of this section. In nonresidential districts, driveways approaching an intersection must comply with the driveway standards in this Code. In residential districts, all driveways must be at least 26 feet from the point of curvature of any intersection, per Standard Drawing Nos. 222 and 222A, unless this requirement is waived by the Public Works Parks and Recreation Director. Private driveways and drive aisles must comply with the Fire Code when the Fire Chief determines that they are necessary for fire apparatus access.

5. Direct Access to Collector and Larger Streets Restricted

Unless otherwise approved by the Public Works Parks and Recreation Director, no direct vehicular access onto any minor or industrial collector, secondary arterial or primary arterial, or larger street is permitted from any lot zoned RS-1, RS-2, RS-4, RS-6, RS-8, or RM-10. Access to lots zoned RS-1, RS-2, RS-4, RS-6, RS-8, or RM-10 must come from minor local or interior subdivision streets or alleys only. Unless otherwise approved by the Public Works Parks and Recreation Director, each RS-1 and RS-2 lot existing prior to adoption

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.7 STREETS | 19.9.7.H CURB AND GUTTER

of this Development Code that fronts on and directly accesses a street shown on the Master Transportation Plan must provide a circular drive to access that street.

C. STREET JOGS

Streets may not have centerline offsets of less than 125 feet unless approved by the Public Works Parks and Recreation Director.

D. REVERSE OR COMPOUND CURVES

The minimum tangent on reverse or compound curves on all streets, except local streets, must be 100 feet.

E. CUL-DE-SACS

In addition to the right-of-way and pavement width standards of this section, cul-de-sac streets must comply with the following standards.

1. Length

The maximum length of a cul-de-sac is 600 feet, measured from the center of the intersection to the center of the turnaround. Cul-de-sac lengths in excess of 600 feet require approval of the Fire Chief.

2. Number of Lots

No more than 20 lots may be located on a cul-de-sac street. Cul-de-sacs that serve more than 20 lots require approval of the Fire Chief.

F. BLOCK LENGTH

1. Blocks may not exceed 1,200 feet in length between intersections except where topography, traffic, or other conditions necessitate longer blocks. The Community Development and Services Director is authorized to require that long blocks—those longer than 800 feet between intersections—include mid-block pedestrian access.

2. Neighborhood streets must be designed with elements to reduce cut-through traffic and speeding. Design elements such as curved streets, traffic circles, and short block lengths must be used.

G. INTERSECTIONS

1. Minimum tangent distances between right-of-way lines must comply with the Standard Drawings.

2. At intersections of major streets or a major and minor street, sight visibility zones must be provided in accordance with Standard Drawing No. 201.2.

3. Any median opening providing access to a public or private street may be closed or channelized with a median in order to restrict the public or private street to right-turn-only movements, as determined by the Public Works Parks and Recreation Director to reduce the risk of any potential traffic hazards.

H. CURB AND GUTTER

1. General

Curbs and gutters must conform to the Standard Drawings and Standard Specifications.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.7 STREETS | 19.9.7.L GATES AND RESTRICTIONS ON ACCESS TO STREETS, DRIVEWAYS, OR ALLEYS

2. Rolled Curbs and Gutters—Private Streets

A 30-inch rolled curb and gutter may be used on privately owned and maintained streets, provided that all sidewalks abutting the rolled curb and gutter are constructed with a minimum thickness of five inches of Class B concrete, and all meter covers in the sidewalk area are the traffic-bearing type.

I. ALLEYS

1. Alleys not less than 20 feet in width may be provided in commercial and industrial districts except where other definite and assured provision is made for service access, such as off-street loading, unloading, and parking that is adequate for the proposed uses. Alleys designated as fire lanes must be at least 24 feet in width.
2. If alleys are provided in residential developments, they must be a minimum of 20 feet in width and not exceed a maximum of 24 feet in width. In all cases, a minimum building to building separation of 30 feet is required. Alternative alley dimensions may be considered by the Development Review Committee. Guest parking and off-street parking shall not be allowed within the required alley width. Alleys designated as fire lanes must be at least 24 feet in width.

J. STREET NAMES

1. All street names and addresses must conform to the Henderson Standard for Street Naming and Addressing, as adopted by the City Council.
2. The subdivider must purchase and install street signs in accordance with City standards.

K. ACCESS STREETS

All access streets must be constructed in compliance with the Standard Drawings and Standard Specifications, as approved by the Public Works Parks and Recreation Director and Fire Chief.

L. GATES AND RESTRICTIONS ON ACCESS TO STREETS, DRIVEWAYS, OR ALLEYS

The standards of this subsection apply to all residential, commercial, and industrial development. They do not apply to individual detached houses with gated private driveways.

1. Gating of Public Streets

Public streets and public alleys may not be gated. For the purpose of this provision and this section, the term “gate” means any electronically operated barrier or similar device that would allow access or passage to a certain person, group of people or type of traffic and not to the general public or to transient traffic.

2. Approval Required

No other street, driveway, or alley may be gated and no vehicular or pedestrian (traffic) access may be otherwise restricted along any street without the City’s express written approval, in accordance with the standards of this section.

3. New Streets and Alleys

Permission to restrict access from public streets to private streets or to gate or otherwise restrict access to private streets, driveways, and alleys may be granted by the Public Works Parks and Recreation Director in conjunction with Community Development and Services Director, provided that the proposed design does not result in a restriction of

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.7 STREETS | 19.9.7.L GATES AND RESTRICTIONS ON ACCESS TO STREETS, DRIVEWAYS, OR ALLEYS

access to any existing street. Before approval of any restriction on access to a newly created street or alley, the Public Works Parks and Recreation Director in conjunction with the Community Development and Services Director must forward the request to the Fire Department and any other relevant agencies for their review and comment.

4. Existing Streets

- (a) In the event that one or more property owners wish to restrict access on an existing public street or alley, the property owners must submit a design review application to the Community Development and Services Department. The Community Development and Services Department must forward the application to the City Council for acceptance or rejection. The application must be signed by each property owner whose lot or condominium directly abuts the subject street and each owner of property on any cul-de-sacs or loop streets that are primarily accessed by the subject street. The fee for such application is the same as for an application for vacation of street rights-of-way.
- (b) If accepted, the City Council must remand the application to the Citizens Traffic Advisory Board and Planning Commission for their reviews. The applicants must cause a traffic study to be performed in accordance with the specifications of the City's Traffic Engineer, and the results of the study, along with any Police and Fire Department requirements, must be included in a plan presented to the Citizens Traffic Advisory Board. The Citizens Traffic Advisory Board must forward the results of their review to the Planning Commission, which must then make a recommendation to the City Council.
- (c) Upon receipt of the Planning Commission's recommendation, the City Council must conduct a public hearing and make its final determination to approve or deny the request.

5. Decision-Making Criteria

- (a) Access to either public or private streets, driveways, and alleys may be restricted using a permanent barrier if approved by the Public Works Parks and Recreation Director and Fire Chief. Such restriction applies to all vehicles with the exception of emergency vehicles that may require passage as an option. All decisions on proposed access restrictions must be based on a determination of whether the restriction will enhance the health, safety, and welfare of the general public, and not solely serve to isolate or segregate a segment of the population or an organization from access.
- (b) It is also the intent of this subsection that no street, driveway, or alley access restriction may be authorized until all traffic and emergency access studies and all functional and aesthetic designs are completed, reviewed by the Planning Commission, and approved by the City Council. Furthermore, the Citizens Traffic Advisory Board must also review all such proposals for streets already in existence at the time of the application.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.8 SIDEWALKS | 19.9.8.D LOCATION

19.9.8. SIDEWALKS

A. WHERE REQUIRED

Concrete sidewalks are required on all streets in accordance with the Standard Specifications. Sidewalks must be provided on both sides of minor collector, industrial collector, minor local, interior subdivision streets, and cul-de-sac streets.

B. WHERE NOT REQUIRED

If a trail is designated per the City's Master Bike and Trails plan, sidewalks may not also be required along the same frontage if approved by the Community Development and Services Director and Public Works Parks and Recreation Director.

C. WIDTH

1. Residential

Sidewalks in residential zoning districts must be provided in accordance with the standards of Section 19.9.7.B.2, *Options for Minor Local/Interior Subdivision Streets*.

2. Nonresidential

Sidewalks in nonresidential zoning districts must be constructed in accordance with the Standard Specifications and Standard Drawings or as otherwise approved by the Public Works Parks and Recreation Director. Except the DP zone district must comply with Table 19.9.8-1.

3. Downtown

Sidewalks in downtown zoning districts must be provided in accordance with the Table 19.9.8-1:

TABLE 19.9.8-1: SIDEWALK WIDTH		
ZONING DISTRICT	100-FOOT OR GREATER ROW	LESS THAN 100-FOOT ROW
DP	10 ft {1,3}	12-15 ft {2,3,4}
NOTES: Notes: Lake Mead Parkway and Boulder Highway have a right-of-way in excess of 100 feet. All other streets within the downtown area regardless of actual dedicated right-of-way are considered to have a right-of-way width of less than 100 feet. {1} Lake Mead Parkway includes a 10-foot detached sidewalk located 6 feet from the back-of-curb. {2} A 12-foot attached sidewalk measured from back-of-curb is required adjacent to all streets except Water Street. Water Street sidewalk width varies per the approved improvement plans. {3} Sidewalks must as a minimum be finished concrete with a salt or acid wash and have rounded edges and scoring as needed to prevent cracking. The use of color integral concrete, pavers, stamped concrete, granite, or tile is encouraged. {4} Sidewalk width includes a minimum of one 36-inch box shade tree per 30 feet of linear street frontage in accordance with the City of Henderson Community Development Plant Palette. Shade trees must be located in tree wells measuring 5 feet by 5 feet and include iron grates. Location and type of shade trees and grates must be as approved by design review.		

D. LOCATION

Sidewalks along local streets may be attached to the back of curb. Sidewalks along all other streets must be detached and separated from the back of curb by a minimum distance of seven

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.11 EASEMENTS | 19.9.11.A UTILITY EASEMENTS

feet unless otherwise approved by the Public Works Parks and Recreation Director because the right-of-way width is in-adequate to the otherwise required curb-sidewalk separation distance.

E. CONSTRUCTION

Unless expressly approved by the City Council, construction details must be in accordance with the Standard Specifications and Standard Drawings.

F. PEDESTRIAN CONNECTIONS BETWEEN DEVELOPMENTS

Pedestrian connections between developments must comply with the provisions of Section 19.7.3, *Circulation and Mobility*.

19.9.9. STREET LIGHTS

- A. The electricity supply must be adequate for domestic use and street lighting.
- B. The subdivider must furnish a statement from the electric supply company certifying that the company will furnish necessary electricity.
- C. Street lights must be located and installed in conformance with the Standard Specifications and Standard Drawings.
- D. The cost of making the connections to existing street lighting circuits is the responsibility of the subdivider.

19.9.10. WATER SUPPLY AND FIRE HYDRANTS

- A. Water lines to fire hydrants must comply with the Standard Specifications and Standard Drawings.
- B. The following information must be provided for subdivisions to be supplied by a source of water other than the City of Henderson or the Las Vegas Valley Water District:
 - 1. A copy of the state well permit.
 - 2. A statement showing capacity of the well, pressure, the population that can be served from the well or wells, and the state certificate number issued for each well.
 - 3. Provisions to comply with the Fire Code.
 - 4. An agreement, approved by the City Attorney, guaranteeing continued water supply for the subdivision.

19.9.11. EASEMENTS

A. UTILITY EASEMENTS

Uniform and continuous easements must be provided along lot lines for utility service in accordance with Section 14 of the Henderson Municipal Code (HMC). Easements for water and sewer must be in accordance with the currently adopted versions of the Uniform Design and Construction Standards for Potable Water Systems (UDACS) and the Design and Construction Standards for Wastewater Collection Systems, respectively. Easements for storm sewer lines must be at least 20 feet in width unless otherwise waived by the Public Works Parks and Recreation Director. Other utility easements (for other than water, sewer, and storm sewer lines) must be a minimum of five

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.12 MONUMENTS | 19.9.12.B MONUMENT TYPES

feet in width when abutting the street lot lines and at least three feet in width when abutting interior lot lines.

B. EMERGENCY ACCESS EASEMENTS

Emergency access easements must be at least 24 feet in width. Emergency access easements may not be divided by lot lines. In residential subdivisions, emergency access easements shall be common elements.

C. CROSS-ACCESS EASEMENTS

If a proposed subdivision will accommodate cross-access from abutting parcels or subdivisions, the developer may be required to dedicate a cross-access easement in a format determined by the City. Also see Section 19.7.3.E, *Cross-Access Between Adjacent Uses*.

19.9.12. MONUMENTS

A. GENERAL

1. Permanent survey monuments must be furnished, constructed, and set in accordance with the types illustrated in the Standard Drawings and located as shown on the plans or as directed by the City Surveyor. Prior approval of alternate survey monuments is required. All alternate types of survey monuments must equal or surpass the requirements in the Standard Drawings regarding quality, durability, and conformance with applicable laws and ordinances.
2. Only a land surveyor, duly licensed by the State of Nevada, is authorized to determine or establish the exact location for a survey monument, and only such registered land surveyors is authorized to perpetuate and reference existing survey monuments located within the limits of construction. The contractor will coordinate the work with the licensed professional land surveyor.
3. All monuments must be set in such a manner that the accuracy of their relative positions is not less than second-order Class II, in accordance with the specifications established by the U.S. Federal Geodetic Control Committee.

B. MONUMENT TYPES

Only monument types illustrated in the Standard Drawings may be used. All final maps must describe the monuments in detail and not simply refer to a type.

1. Type I Monument

Type I monuments must be installed as section corner or one-quarter section corner surface monuments in a street or road section that is paved with Portland cement concrete or asphaltic concrete. Construction must be in accordance with Standard Drawing No. 239.

2. Type II Monument

Type II monuments must be installed as surface monuments within a street or road section that is paved with Portland cement concrete or asphaltic concrete at one-sixteenth section corner points. Type II monuments must also be used as subsurface section corner and one-quarter section corner monuments in an unpaved street or road section where maintenance would preclude the use of surface monuments. Construction must be in accordance with Standard Drawing 240.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.12 MONUMENTS | 19.9.12.F SURVEY REQUIREMENTS

3. Type III Monument

Type III monuments must be installed at all other survey control points on the plans, such as secondary street intersections, center of hammerhead turnarounds or circular cul-de-sacs, points of curvature or tangency, points of intersection, and points of reverse or compound curvature. Construction must be in accordance with Standard Drawing No. 241.

4. Type IV Monument

Type IV monuments are reference monuments. They must be placed in accordance with Standard Drawing No. D-33A and with a tie-to-tie angle as close to 90 degrees as possible. Construction must be in accordance with Standard Drawing No. 242.

C. DETERMINATION OF MONUMENT LOCATION

1. In situations where street centerlines are obstructed by median islands, plantings, street lights, or other structures, consideration should be given to placing clearly identified monuments on an off-set baseline.
2. Monumentation at a point of intersection that falls within the street limits will be preferred over setting monuments at points of curvature or points of tangency unless the point of intersection falls within an unpaved area.

D. ALTERNATE MONUMENT TYPES

1. Other types of monuments, such as “Berntsen” monuments, will be considered as an approved equal for all types of monuments except Type I monuments.
2. Where hard rock or other physical obstructions are encountered, monument length sufficient to resist removal may vary within reasonable limits.
3. Alternate types of survey monuments that do not meet or exceed the requirements of the Standard Drawings regarding quality, durability, and conformance with applicable laws or ordinances must be removed and reconstructed.

E. CONSTRUCTION

Monuments must be constructed in accordance with the Standard Specifications and under the surveyor’s direction. Poor workmanship or substandard materials will not be accepted.

F. SURVEY REQUIREMENTS

1. Survey Required

A complete and accurate boundary survey of the land to be divided or subdivided must be made by a Nevada professional land surveyor in accordance with the standard practices and principles of land surveying. Unless an alternate method of property line verification is approved by the building official, no foundation or footing for any structure or addition may be constructed or approved for construction by the building official unless the property’s corner markers are in place and the property boundaries identified.

2. Error Limit for Traverse

The traverse of the exterior boundaries of the subdivision and of each block must close within a limit of error of one foot to 10,000 feet.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.13 RESERVATIONS FOR PARKS AND SCHOOL SITES | 19.9.13.A PARKS AND RECREATION SITES

3. Tying in Monuments

All centerlines of streets, property lines, monuments, alleys, and easements within or adjacent to the subdivision must be tied into the survey.

4. Monuments

(a) Monuments must be set at:

- (1) All angle points in the subdivision boundary;
- (2) All angle points of tangency and points of curvature in the subdivision boundary;
- (3) All street centerline intersections;
- (4) All angle points of tangency and points of curvature in street centerlines;
- (5) All intersections of street centerlines with the subdivision boundary;
- (6) All section corners, quarter corners, and sixteenth corners;
- (7) All intersections of prolonged subdivision boundary lines with the centerline of the adjoining street; and
- (8) All other locations determined by the City Surveyor's office.

(b) All monuments shall have a nonferrous metal cap made from one-piece cast virgin metal, free from casting imperfection. This cap shall be securely attached to the top of the monument and permanently punched for marking the location. The Surveyor's registration or license number shall be stamped on the cap.

(c) Monuments may be set after approval of the final map, but must be set prior to the final acceptance of the subdivision improvements. If the monuments are to be set after recordation and approval of the final map, a cash deposit or approved bond in an amount set by the Public Works Parks and Recreation Director must be filed with the City of Henderson to guarantee performance of such work.

(d) All monuments shall conform to the Clark County Area Standard Drawings. In addition, surface points shall be set carrying a registered Land Surveyor's tag at all the above locations. All the above established points that fall within the limits of public or private rights-of-way shall be referenced to four firmly established ties within a radius of 20 to 100 feet. The angle from tie-to-tie shall be as close to 90 degrees as possible, radiating from the established intersection.

G. SUBDIVISION LOTS

All rear lot corners must be set with a nail and tag with PLS number on block walls. All front or side lot corners adjoining public rights-of-way and private streets must be marked by saw-cutting the back-of-curb.

19.9.13. RESERVATIONS FOR PARKS AND SCHOOL SITES

A. PARKS AND RECREATION SITES

1. The Planning Commission is authorized to review proposed subdivisions in relation to park and recreation facility needs identified in adopted plans and recommend that sites within

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.13 RESERVATIONS FOR PARKS AND SCHOOL SITES | 19.9.13.B SCHOOL SITES

those subdivisions be reserved for such facilities when deemed essential to provide adequate public facilities and services for residents of the area. Reserved sites may not abut primary or secondary arterial streets, unless such sites are shown on the Master Parks and Recreation Plan.

2. Unless otherwise approved by the Planning Commission, City parks must be surrounded by public streets or other nonresidential features such as schools, washes with rim trails, rail-road or powerline rights-of-way, other approved uninhabited property, or any combination thereof. The Parks and Recreation Board must be the first board to review all proposed plans for parks and recreational facility development.

B. SCHOOL SITES

1. Notification of Plans for School Construction

When the Board of Trustees of a school district develops a plan for the future construction of one or more schools within the City of Henderson, it must notify the Planning Commission. The notice must include the grades to be taught, the number of pupils to be accommodated, and the area to be served. The Board of Trustees must notify the Planning Commission of any change in or abandonment of its plan.

2. School District Review of Tentative Map Applications

The Community Development and Services Director must forward a copy of the tentative map applications to the Board of Trustees of the school district within which the proposed subdivision is located. Within 15 days after receipt of the tentative map application, the Board of Trustees must, if a school site is needed within the area, notify the Community Development and Services Director that a school site is requested.

3. Reservation of Land

If the Board of Trustees requests a site, the person proposing the subdivision must set aside a site of the size determined by the Board of Trustees. The person proposing the subdivision and the Board of Trustees must negotiate a sales price for the site, which must not exceed the fair market value of the land, as determined by an independent appraisal paid for by the Board of Trustees.

4. Disposal of Unused Land

(a) If any land purchased by a school district pursuant to the provisions of this section has not been placed in use as a school site at the end of ten years from the date of purchase, the land must be offered to the subdivider or the subdivider's successor in interest at a sales price equal to the fair market value. If such person does not accept the offer, then the Board of Trustees may:

- (1) Sell or lease such property in the manner provided in NRS 277.050 or 393.220 to 393.320, inclusive.
- (2) Exchange such property in the manner provided in NRS 277.050 or 393.326 to 393.3293, inclusive.
- (3) Retain such property, if such retention is determined to be in the best interests of the school district.

(b) Except as provided in this section, when any land dedicated to the use of the public school system or any land purchased and used as a school site becomes

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.A STREET NAMING

unsuitable, undesirable, or impractical for any school uses or purposes, the Board of Trustees of the school district in which the land is located may dispose of the land as provided in this section.

- (c) Land dedicated under the provisions of former NRS 116.020, as it read before April 6, 1961, that the Board of Trustees determines is unsuitable, undesirable or impractical for school purposes may be reconvened without cost to the dedicator or the dedicator's successors in interest.

19.9.14. STREET NAMING AND ADDRESSING

A. STREET NAMING

All street names within the City of Henderson must be approved by the Community Development and Services Director.

1. Submittal of Street Names

- (a) Proposed street names must be submitted prior to submittal of a final map application. The list of street names will be reviewed by the Community Development and Services Director.
- (b) Proposed street names must be submitted to the Community Development and Services Director in alphabetical order and only after the applicant has eliminated duplicate street names by checking the street names against an established local map book.
- (c) If foreign names are requested, the applicant must provide the English translation of each name.

2. Street Name Guidelines

- (a) Street names may only be used once and may not be used in any other alignment.
- (b) Once a street name is assigned to any alignment, it may not change anywhere along the extension of that alignment regardless of jurisdiction.
- (c) Names that are the same or pronounced the same (homonyms) or similarly with different spellings may only be used once.
- (d) Only the common or correct spelling of street names will be accepted. (Example: Allen not Alan)
- (e) Street names in a foreign language will be accepted provided their meaning is polite and reasonable.
- (f) Names that tend to be slurred or phonetically difficult to pronounce may not be used.
- (g) Primary street names are restricted to a maximum of 13 characters.
- (h) Directional prefixes may not be used unless the street actually crosses a zero grid line.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.A STREET NAMING

3. Suffixes

- (a) “Avenue” represents a generally east/west street.
- (b) “Street” represents a generally north/south street.
- (c) “Boulevard” represents a 100-foot-wide street.
- (d) “Road” represents an 80-foot-wide street.
- (e) “Lane” represents a generally northeast/southwest street.
- (f) “Place” represents a generally northwest/southeast street.
- (g) “Drive” represents a multi-directional curved street.
- (h) “Way” represents an “L”-shaped street with either leg 200 feet.
- (i) “Circle” represents a street starting and ending on the same street or itself.
- (j) “Court” or “Square” represents a cul-de-sac with no side streets.
- (k) Other suffixes not shown on this list may be used as approved by the Community Development and Services Director. Proposed suffixes may not replace one of the above suffixes, but must address a special situation.
- (l) Foreign street names with suffixes at the beginning of the street name do not require an additional suffix. (Example: Calle Cantar not Calle Cantar Street).

4. Alignments

- (a) A new street must assume the name of the street in which it aligns unless the new street does not and cannot in the future connect to an existing street segment along the alignment.
- (b) Once a street name is assigned to a particular alignment, it may not be assigned to any other alignment.
- (c) A knuckle, less than 100 feet in length and located off any given street, must assume the name and numbering of the street that it adjoins.
- (d) A motor court for accessing cluster lot or small lot development will be addressed off of the main street. The motor court may not be named.
- (e) A horseshoe-shaped street may maintain its own street name. Whenever possible, a name change must occur at natural breaking points such as intersections and knuckles.

5. Exceptions

Any exception to these requirements must be approved by the Community Development and Services Director. Decisions will be based on consistency and issues related to life safety.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.B ADDRESSING

6. Street Name Changes

(a) Applicability

A street name change application is required for all proposed street name changes except for those roadways on the Master Transportation Plan. Master Streets and Highways Amendments must be filed in accordance with Section 19.6.4.A. of this Code.

(b) Application Filing

Applications for street name changes must be submitted to the Community Development and Services Director.

(c) Community Development and Services Director's Review and Decision

The Community Development and Services Director must review each proposed street name change in light of the approval criteria of this subsection. Upon completion of the review, the Community Development and Services Director must prepare a letter of decision for the applicant.

(d) Approval Criteria

- (1) Applicant must own property with access to the roadway proposed for the street name change.
- (2) Applicant must provide signed and notarized letter(s) of approval from every property owner with access to the street proposed for change.
- (3) The proposed change may not have any adverse impacts on vehicular or pedestrian traffic.
- (4) The proposed change may not have a negative effect on the routing or response time of emergency services.
- (5) The applicant is responsible for replacing all existing street name signs in accordance with Public Works requirements.

B. ADDRESSING

1. General Standards

All lots, buildings, and structures within the City of Henderson must be numbered in accordance with the provisions Section 19.9.15, *Building Addressing*, of this Code.

(a) Address Assignment and Record Keeping

The Community Development and Services Director must assign numbers to all structures and lots within the City of Henderson and must maintain a database containing those numbers.

- (1) For the purpose of address assignment, curved streets must be treated as if they were straight.
- (2) Lots fronting on a loop street must be addressed without regard to the change of direction. The numbers assigned must be within the address range available within the appropriate hundred blocks along the primary direction of the loop. The addresses must be assigned starting at the

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.B ADDRESSING

entrance to the loop and continuing counter-clockwise around the outside. The opposite even or odd numbers must be assigned continuously around the inside of the loop.

(b) Addressing Grid

Generally speaking, the intersection of Lake Mead Parkway and Boulder Highway represents the initial point. However, the City of Henderson Address Grid Map must be used when determining location of properties within the grid.

(c) Odd and Even Numbers

Even numbers must be located on the north and east sides of streets and odd numbers must be located on the south and west sides.

2. Exceptions

Any exception to these requirements must be approved by the Community Development and Services Director. Decisions will be based on consistency and issues related to life safety.

3. Address Number Changes

(a) Applicability

An address number change application is required for all proposed changes to the assigned address number.

(b) Application Filing

Applications for address number changes must be submitted to the Community Development and Services Director.

(c) Community Development and Services Director's Review and Decision

The Community Development and Services Director must review each proposed address number change based on the approval criteria of this subsection. Upon completion of the review, the Community Development and Services Director must prepare a letter of decision for the applicant.

(d) Approval Criteria

(1) Applicant must be the owner or represent the owner of the parcel proposed for the address number change.

(2) The proposed change may not have any adverse impacts on vehicular or pedestrian traffic.

(3) The proposed change may not have any adverse effect on emergency service routing or response time.

4. Residential Addressing

(a) Single-Family

Addresses must be assigned by the Community Development and Services Director either as part of the final map process (for a subdivision) or when applying for a building permit (for other lots).

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.B ADDRESSING

(1) Addressing Application

A conformed copy of the final map along with an addressing application must be filed with the Development Services Center in order to obtain addresses. The Community Development and Services Director must provide a copy of the address numbers on the conformed copy of the recorded map and a list of the addresses to the applicant.

(2) Early Addresses

Addresses may be obtained prior to final map recordation for the purpose of securing model home, retaining wall, or perimeter wall permits only, provided the following criteria is met:

- i. An application is filed in the Development Services Center.
- ii. The final map has gone through one complete review.
- iii. The street names and suffixes are approved.
- iv. Fees are paid.

(b) Multifamily

Addresses for apartments may be obtained upon submittal of building permits or as part of the entitlement process. Addresses for condominiums or townhomes may be obtained after recordation of the final map or as part of the early addressing process described in this section.

(1) Multiple buildings on one parcel must receive one common address and use unit number for specific identification of units. This standard applies to apartments and condominiums. Townhomes may have individual addresses for each unit provided the townhome subdivision is not mapped as a condominium subdivision with limited use common elements.

(2) Multiple-unit buildings located along privately dedicated, named streets must be given one address for each building and unit numbers.

(3) Unit Numbers and Building Numbers

- i. Unit numbers must be based on the building number, floor, and unit number within the building.
- ii. Assigned building numbers must begin with the number one at the primary entrance and continue counterclockwise. Building numbers may not use letters of the alphabet.
- iii. Unit numbers may not exceed five characters (numbers only).

5. Nonresidential Addressing

Addresses may be obtained upon submittal of building permits or as part of the entitlement process.

(a) Each building within a nonresidential subdivision must be assigned an individual address.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.14 STREET NAMING AND ADDRESSING | 19.9.14.B ADDRESSING

- (b) Suite Numbering for In-Line Retail/Commercial Centers and “Spec” Warehouse Buildings
 - (1) All units within buildings must be assigned a suite number.
 - (2) No alphabetic suite designators are allowed.
 - (3) Suites must be in the “100s” format, and increase by 10s where possible.
 - (4) The first digit of a suite must always be the number of the floor on which the suite is situated (most in-line retail and warehouse buildings will only have suites in the 100s).
 - (5) Suite numbers must be pre-assigned to all possible lease spaces first. For tenants who occupy more than one minimum-sized lease space, use the lowest number.
 - (6) Suite numbers must increase from left to right as one stands in front of a building looking at the building.
 - (7) Suite numbering restarts from 100 for each individually addressed building segment.
 - (8) Reserving suite numbers in cases where tenants occupy more than one lease space leaves numbers available should the tenant ever move or split into smaller lease spaces.

6. Suite Numbering for “Pad” Buildings and Office Buildings

- (a) No alphabetical suite designators allowed.
- (b) Suites must be in the “100s” format, and increase by 10s where possible.
- (c) New buildings constructed on parcels with buildings that do not comply with this ordinance are subject to this ordinance provided new suite numbers do not create confusion for emergency services.
- (d) The first digit of a suite must always be the number of the floor on which the suite is situated.
- (e) Even- and odd-numbered suites must be on opposite sides of internal corridors from one another. Where possible, even-numbered suites must be on the north/east side of internal corridors and odd-numbered suites on the south/west side of internal corridors.
- (f) Pad and office buildings will be assigned their own individual street addresses. A central address with multiple building numbers is not acceptable.
- (g) If a pad building is divided into suites with entrances on more than one side of the building, suites must be numbered in a counter-clockwise manner, starting from the left side of what would reasonably be considered the front of the building, or the side facing the main vehicular access to the building.

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.15 BUILDING ADDRESSING | 19.9.15.B LOCATION

19.9.15. BUILDING ADDRESSING

A. COLOR, STYLE, AND HEIGHT SPECIFICATIONS

1. Color of numbers and letters shall be of a contrasting color to the background to which they are attached and must be visible at all times.
2. Building and suite numbers and letters shall conform to the following:
 - (a) Single-family homes shall be a minimum of six-inch numbers and letters.
 - (b) All commercial, industrial, and semipublic buildings shall be a minimum of eight-inch numbers and letters when less than 100 feet from curb line, and a minimum of 14-inch numbers and letters when located farther than 100 feet from curb line.
 - (c) Multiple-story commercial, industrial, and semipublic buildings shall be a minimum of 14-inch numbers and letters.
 - (d) All commercial, industrial, and semipublic suite numbers shall be a minimum of six inches.
3. Multifamily unit numbers shall be a minimum of three inches in height. Building numbers shall be a minimum of 12 inches in height.
4. All numbers and letters shall be illuminated from dusk to dawn. Commercial, semipublic, or industrial rear-door suite numbers are exempt from the illumination requirement.

B. LOCATION

1. The identification signs and addresses for commercial, industrial, semipublic, and multifamily developments shall be mounted in a permanent and durable manner and shall be visible at all times from public access to the property. Placement shall not conflict with mature trees or plants.
2. No other number shall be affixed to a building that might be mistaken for, or confused with, the number assigned to that building.
3. The address for single-family and attached dwellings shall be placed as follows:
 - (a) The number for each house shall be placed on the front of the house.
 - (b) If the dwelling is adjacent to an alley, the number shall be placed on or adjacent to the rear gate accessing the alley.
 - (c) If the house is not viewable from the street frontage, a permanent monument with the site address shall be placed in a conspicuous place, or the site address may be placed on a curbside postal mailbox. The house number shall be placed on both the permanent monument or the mailbox and the building structure.
4. The building and unit number for multifamily buildings shall be placed as follows:
 - (a) Each principal building shall display the number or letter assigned on each side of the building. Additional display of numbers and letters shall be placed at the midpoint of the structures.
 - (b) Illuminated unit numbers shall be placed adjacent to the entry door to each unit. For buildings with recessed entryways, the illuminated unit number shall be placed

CHAPTER 19.9: SUBDIVISION DESIGN AND IMPROVEMENTS

SECTION 19.9.15 BUILDING ADDRESSING | 19.9.15.B LOCATION

in the entryway to the recessed area, and an additional unit number may be required adjacent to the entry door to each unit. If the recessed area provides access to more than one dwelling unit, each unit's number shall be displayed.

- 5.** The address for commercial, industrial, and semipublic developments shall be placed as follows:
 - (a)** Each building shall display the number or letter assigned on each side. Additional display of numbers or letters shall be at the midpoint of the structure for structures over 200 feet in length.
 - (b)** The numbers or letters assigned to each individual suite in a commercial, industrial, or semipublic building shall be displayed at both the front and rear entrances.