

Proposed by:	Civic Affairs Committee
Attorney Review:	04/04/2023
First Reading:	08/17/2023
Second Reading:	09/07/2023
Vote: 6 Aye	0 Nay 0 Absent

**MUNICIPALITY OF SKAGWAY, ALASKA**  
**ORDINANCE NO. 23-22**

AN ORDINANCE OF THE MUNICIPALITY OF SKAGWAY, ALASKA AMENDING SMC CHAPTER 15.10 BUILDING NUMBERING SYSTEM TO PROVIDE FOR THE NAMING OF PUBLIC AND PRIVATE STREETS.

WHEREAS, the Municipality of Skagway has no procedure in municipal code for naming public and private streets in the borough; and

WHEREAS, providing a method to name public and private streets in the borough will facilitate effective and efficient emergency response; and

WHEREAS, the method for naming streets in honor of individuals or groups has been adopted by the borough assembly via Resolution No. 20-01R and is incorporated into this code amendment;

NOW THEREFORE BE IT ORDAINED AND ENACTED BY THE MUNICIPALITY OF SKAGWAY, ALASKA AS FOLLOWS:

**Section 1. Classification.** Section 3 of this ordinance is of a general and permanent nature and shall become a part of the Skagway Municipal Code.

**Section 2. Purpose.** To amend SMC Chapter 15.10 Building Numbering System to provide for the naming of public and private streets in the borough.

**Section 3. Amendment.** The Skagway Municipal Code is hereby amended; (~~strike through~~) indicates text to be deleted from and (**bold underscore**) indicates text added to the current code. SMC Chapter 15.10 is hereby amended as follows:

Chapter 15.10  
BUILDING NUMBERING SYSTEM **AND STREET NAMING**

Sections:

**15.10.005 Definitions.**

15.10.010 Building numbering system.

15.10.020 **Numbering system a**Applicability and compliance.

**15.10.030 Street naming policy.**

**15.10.040 Naming of private streets.**

**15.10.050 Naming of public streets.**

**15.10.060 Street name signs.**

**15.10.070 Controversial or disputed street names.**

15.10.005 Definitions.

For the purposes of this chapter the following terms are defined as shown:

- A. “Private street” means a private easement, travel way, street, or road not dedicated to the public or located on private property.
- B. “Public street” means a dedicated right-of-way, travel way, street, road, or a public prescriptive easement as determined by a final court action, dedicated to public use for access purposes.

15.10.010 Building numbering system.

A. General regulations.

1. Number Assignments. The location of the front or main entrance to a building shall determine the number assigned and, for buildings located on the corner of a street or avenue, the designation as a street or avenue location.
2. Types and Locations of Numbers. The building numbers shall be Arabic, and of sufficient size and so located on the building or close by the main entrance, as to be clearly visible from the street or avenue upon which the building fronts.
3. Any building in an area not detailed in this section shall be assigned a number in the discretion of the Municipality.

B. Townsite.

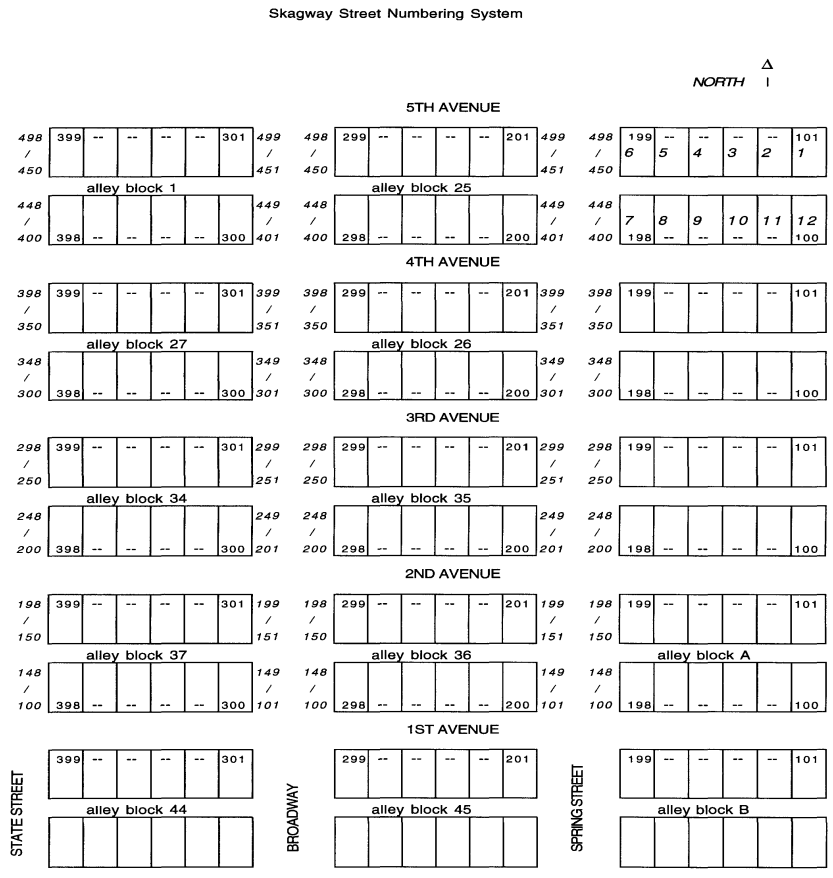
The NS-EW rectangular grid survey, as depicted on the borough maps, is the basis for establishing the municipality’s site-numbering system within the townsite, east of the Skagway River. The base lines for designation of N – S and E – W numbering series are First Avenue and Spring Street, respectively.

1. East-West Avenues, Numbering Series. Buildings located on avenues shall be numbered from east to west. All buildings east of Spring Street shall be assigned numbers in the 100 series; buildings between Spring Street and Broadway Street shall be numbered in the 200 series; between Broadway and State in the 300 series; between State and Main in the 400 series; between Main and Alaska in the 500 series; and west of Alaska Street in the 600 series. Buildings located on the south side of avenues shall be assigned odd numbers and buildings on the north side even numbers.
2. North-South Streets, Numbering Series. Buildings located on streets shall be numbered from south to north. Buildings between First and Second Avenue shall be numbered in the 100 series; between Second and Third in the 200 series through between 22nd and 23rd Avenues, in the 2200 series. Buildings on the east side of the streets shall be assigned even numbers, and buildings on the west side odd numbers.

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3. Buildings Located South of First Avenue. Buildings located to the south of First Avenue shall be assigned numbers based on their location relative to the street or avenue from which they are accessed. Buildings shall be numbered from south to north.



C. Dyea Road and West Creek Road.

1. Dyea Road Numbering Series. Buildings on the Dyea Road shall be numbered according to mile posts, beginning at the point where the Dyea Road meets the Klondike Highway. Buildings between Milepost 0 and Milepost 1 shall be numbered in the 0 – 199 series; between Milepost 1 and 2, in the 200 – 299 series; and so forth. From Milepost 0 at the Dyea Road head to the Taiya River Bridge, buildings on the water side of the Dyea Road shall be assigned odd numbers, and buildings on the hill side even numbers. After the Taiya River Bridge, buildings on the west side of the road shall be assigned odd numbers, and buildings on the east side shall be assigned even numbers.

2. West Creek Road Numbering Series. Buildings on the West Creek Road shall be numbered in sequential order beginning on the north side of the West Creek Bridge. Buildings on the south (creek) side of the West Creek Road shall be assigned odd numbers, and buildings on the north side shall be assigned even numbers.

D. Klondike Highway and Liarsville Road.

1. Numbering Series. Buildings on the Klondike Highway shall be numbered in sequential order beginning on the west side of the Skagway River Bridge. Buildings on the Liarsville Road shall be numbered in sequential order beginning at the location where the Liarsville Road intersects with the Klondike Highway. Buildings on the west side of the road shall be assigned odd numbers, and buildings on the east side shall be assigned even numbers.

E. Private roads.

Buildings on private roads shall be numbered in sequential order beginning at the location where the private road intersects with the main public street. For private roads that run generally north-south, buildings on the west side of the road shall be assigned odd numbers, and buildings on the east side shall be assigned even numbers. For private roads that run generally east-west, buildings on the south side of the road shall be assigned odd numbers, and buildings on the north side shall be assigned even numbers.

15.10.020 Numbering system aApplicability and compliance.

The numbering system shall be applicable to all buildings within the municipal boundaries. There shall be no penalty for noncompliance other than that owners or occupants of unnumbered buildings may suffer safety hazards or inconvenience. In all cases the structure's address number shall be clearly displayed in such a way that the structure number can easily be identified from the street or road during both day and night. All structure numbers shall be constructed of a durable material and shall be reflective for night readability. The color shall contrast with the color scheme of the structure and shall contrast with the background and be clearly visible. The minimum number size shall be four inches in height.

15.10.030 Street naming policy.

In selecting street names, consideration shall be given to the following:

A. There shall be no conflict of existing street names within the borough.

B. Street names of similar pronunciation and/or spelling shall be prohibited; e.g., Briar Lane, Brier Lane. The permitting official shall coordinate with the fire department and police department to ensure compliance with this requirement.

- C. Variations of the same street name with different street designations shall be prohibited within the first word of a two-word street name; e.g., Pine Road, Pine Drive, Pine Lane.
- D. No street name may consist of more than three words. The borough assembly may approve street names with more words by resolution.
- E. Streets within subdivisions submitted pursuant to the subdivision plat procedure shall have names that follow a certain theme, proposed by the subdivider. New streets added after the establishment of the subdivision shall have street names that follow the same theme. An existing street name shall be continued when the new road extends the alignment of an existing road.
- F. New street names shall supersede street names shown on existing subdivision plats or other recorded documents. All subsequent plats and recorded documents shall incorporate new street names in place of original names.
- G. Numerical names, alphabetical letters, given and surnames of living persons, complicated or undesirable names, and unconventional spellings shall be avoided.
- H. New street names shall comply with National Emergency Number Association (NENA) standards and borough standards, or, if different, whichever standard is stricter.

15.10.040 Naming of private streets.

Any new private street or existing unnamed private street within the borough shall require a street name approved by the planning and zoning commission.

- A. Where streets are included on a plat, the proposed street names shall be specified on the final plat map and shall comply with the requirements set forth in this chapter.
- B. A separate official private street name is required for any unnamed street or driveway that provides access to two or more residential or commercial structures, or a driveway longer than 1,000 feet.
- C. Naming a private street does not constitute a legal dedication of the street for public right-of-way or maintenance purposes and shall not imply any responsibility or obligation of a road construction or maintenance program by the borough.
- D. Procedure.
  - 1. Any person may propose a street name by submittal of an application to the planning commission. The municipality will initiate the naming of an unnamed

private road for the purpose of efficient emergency response. The application shall contain:

- a. The proposed street name;
  - b. Justification for the street name;
  - c. The signatures of seventy-five percent (75%) of the owners fronting the street together with the related legal description of their properties;
  - d. A map showing the location of the street.
2. The planning commission shall conduct a public hearing prior to taking official actions on any street name application. Notice of the public hearing shall be posted and mailed to all owners of property on the private street.
  3. Due deference will be given to local or historic acceptance of existing street names to the extent possible.
  4. Street(s) named shall become official upon adoption of a planning commission resolution stating the legal description and street name.
  5. Upon adoption of a street name resolution, the permitting official shall notify by regular mail all affected property owners, and affected public agencies and utility companies.
  6. Upon adoption of a street name resolution, no application concerning the name of the same street may be filed within one calendar year of the final adoption.

15.10.050 Naming of public streets.

- A. The borough assembly shall approve all new or changed names of existing public streets in the borough by resolution.
- B. Names for newly established public streets shall be approved by the planning commission through the subdivision process, except that public streets named for an individual or group of individuals shall require approval as detailed in SMC 15.10.050(D).
- C. New or changed names of public streets shall only be considered after the public has been provided the opportunity to be heard and submit written comment on the proposal.
- D. The borough assembly may by resolution elect to name a public street for an individual or groups of individuals united in a cause after five years has lapsed since the death of the individual or the disbanding of the group, and the public has been provided the opportunity to be heard and submit written comment on the proposed naming following public notice of at least twenty-one (21) days.

15.10.060 Street name signs.

All streets required to have names under this chapter shall be required to have a street sign and pole at street intersections. The public works director or their designee is responsible for erecting

and maintaining street signs at street intersections within the boundaries of the borough. The Municipality shall bear the cost of erecting the sign and pole for both private and public streets. After initial installation of private street signs, the maintenance and replacement costs of the sign and pole shall be the responsibility of the private person(s) served by the private street. - If the street naming application is initiated by a private person, that person shall bear the cost of the sign and sign pole. If the street naming application is initiated by the municipality, the municipality shall bear such cost.

15.10.070 Controversial or disputed street names.

The permitting official and/or planning commission shall have the discretion to refer any disputed street names, addressing issues, or controversial street name changes to the borough assembly for approval or resolution.

**Section 4. Severability.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

**Section 5. Effective Date.** This ordinance shall become effective immediately upon adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 7th day of September, 2023.



Andrew Cremata, Mayor

ATTEST:



Steve Burnham Jr., Borough Clerk

*Kathy Carr, Deputy*

(SEAL)

