

Benton County Planning Department

Planning Annex, P.O. Box 910, 1002 Dudley Avenue, Prosser WA 99350, Phone: (509) 786-5612 or (509) 736-3086, Fax (509) 786-5629

PROCEDURE FOR NAMING PRIVATE ROADS

1. THE PETITIONER must complete the following and present them to the Planning Department.
 - a. The petitioner shall obtain the signatures of every owner of the private road or easement to be named and the owners of at least seventy-five (75%) percent of the legal parcels served by the private road or easement.
 - b. A map of the vicinity, which shall accurately show property boundaries, existing streets, private easements, and their names.
 - c. **Application fee of \$150.00 made out to the Benton County Treasurer and to be submitted with the completed petition. This fee is non-refundable.**
 - d. If the road naming is approved there will be an additional fee of \$100.00 for the construction and placement of each private road sign. This fee is to be submitted to the Benton County Public Works Department payable to the Benton County Treasurer. This fee needs to be submitted only upon notification from the Planning Department that the Board of County Commissioners has approved such easement name change.
2. THE PLANNING DEPARTMENT STAFF WILL DO THE FOLLOWING:
 - a. Mail notice of the public meeting to the property owners affected by the proposed Private Road name change at least twelve (12) days prior to the meeting.
 - b. Mail notice of the public meeting to SECOMM, respective city, and emergency response agencies serving the area.
 - c. Notify the City and County Public Works Depts. of the proposed road names to ensure that they are unique.
 - d. A public meeting date will be set before the Board of County Commissioners.
 - e. A memo will be prepared for the public meeting and a copy forwarded to the petitioner(s).
 - f. The Board of County Commissioners will receive all comments for and against the name change at the public meeting.
 - g. The Board of County Commissioners may approve or deny the road naming.

Any information submitted to the Benton County Planning/Building Department is subject to public records disclosure law for the State of Washington (RCW Chapter 42.17) and all other applicable law that may require the release of the documents to the public.

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PETITION FOR PRIVATE ROAD NAME CHANGE

FILE NO. _____

DATE: _____

1. DESCRIPTION AND CERTIFICATION

A. The petitioner(s) who are users of the below numbered/named access easement do hereby petition the Board of County Commissioners to have the access easement changed from _____ to one of the following three names.
(Road Number)

(List in order of preference)

1. _____

2. _____

3. _____

B. I/We the Petitioner(s) hereby state(s) that my/our access is provided by the above numbered/named easement. We also certify that the information given in this application is true and complete to the best of my/our knowledge.

Signature

Address

Phone Number

Print Name

Tax Parcel ID #

Signature

Address

Phone Number

Print Name

Tax Parcel ID #

2. GENERAL INFORMATION

A. The change in identification for the above-described easement is requested for the following reasons:

B. The affect on the adjacent property owner(s) if the request is not granted:

3. PETITION SIGNATURES

IMPORTANT!! - Before signing this petition, please read Sections 1 and 2 in order to gain a full understanding of what is being signed.

A. We the undersigned as owners of the private easement give our consent and approval to the name change to:

1. _____
2. _____
3. _____

BEFORE SIGNING be sure to read Sections 1 and 2 of this petition!

