



#B111

**PETITION FOR ROAD NAME**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

If you do not have an email address, you must come into the office to receive your approved paperwork.

MAILING ADDRESS: \_\_\_\_\_

**Road Name MUST be unique in Kitsap County!**

**Limit name to 13 letters on a public road and 11 letters on a private road.**

(Internal Use Only, CENCOM Approved? Yes/No)	(Internal Use Only, CENCOM Approved? Yes/No)
1 <sup>st</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>	4 <sup>th</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>
2 <sup>nd</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>	5 <sup>th</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>
3 <sup>rd</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>	6 <sup>th</sup> Choice: _____ <input type="checkbox"/> / <input type="checkbox"/>

**PLEASE REMEMBER, IF THIS IS FOR A PRIVATE ROAD, IT WILL END WITH "LANE"**  
**I. E. NE WAR ADMIRAL LN OR WILLA LN NE.**

**The following information is needed in order to process a Petition for Road Name**

1. Include a **map showing** the road to be named and include adjacent and **INTERSECTING ROADS**.
2. The tax parcel number of each property owner affected by the change.
3. The existing address of each property owner affected by the change.
4. The attached form notarized by each property owner affected by the change.
5. Provide all documentation regarding planning conditions for road improvement on short plats, easement grants, road ownership that may have an effect on this change, etc.

Your **NEW ROAD NAME** is: \_\_\_\_\_

**Internal Use Only:**

<input type="checkbox"/> Sent to BIFD	By: _____	Date: _____
<input type="checkbox"/> KSAM Request Sent	By: _____	Date: _____
<input type="checkbox"/> KSAM Updated	By: _____	Date: _____
<input type="checkbox"/> BIFD Notified	By: _____	Date: _____
<input type="checkbox"/> Tidemark Updated	By: _____	Date: _____

**The City will notify the following agencies of the change:**

1. Applicant
2. Bainbridge Island Fire Department - Addressing
3. CENCOM (911)
4. City of Bainbridge Island City of Bainbridge Island - Finance
5. City of Bainbridge Island - Utilities County Treasurer Dept
6. Kitsap County Auditor
7. Kitsap County Elections Division
8. Puget Sound Energy
9. USPS, Bainbridge Island Post Office
10. USPS, Seattle for Bainbridge Island

*All other changes will be the property owner's responsibility. If you have any questions, please contact the Department of Planning & Community Development.*

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## **BIFD/COBI ROAD NAME CHECK OFF SHEET**

### **NEW/CHANGE ROAD NAME**

- \_\_\_\_\_ Applicant Name, Mailing Address, Phone, Email
- \_\_\_\_\_ Five Choices for Road Name
- \_\_\_\_\_ Required Information
  - \_\_\_\_\_ Tax Parcel Number of each property owner affected by the application
  - \_\_\_\_\_ Address of each property owner affected by the application
  - \_\_\_\_\_ Notarized "Owner Agreement for Road Name" form for each property owner affected by the application
  - \_\_\_\_\_ Map showing road to be named and existing cross streets
  - \_\_\_\_\_ Documentation regarding applicable planning conditions, short plats, easement grants, and other agreements applicable to this application
- \_\_\_\_\_ Fee Paid (No Charge at this time)

### **SHORT PLAT**

- \_\_\_\_\_ Applicant Name, Mailing Address, Phone, Email
- \_\_\_\_\_ Approved site plan
  - \_\_\_\_\_ Road name approval or application
  - \_\_\_\_\_ Road access, including cross street
  - \_\_\_\_\_ Driveway access
  - \_\_\_\_\_ Individual lots to be addressed with assigned tax lot numbers
- \_\_\_\_\_ Fee Paid (No Charge at this time)



# OWNER/APPLICANT AGREEMENT FOR NEW ROAD NAME

PLANNING AND COMMUNITY DEVELOPMENT ● 280 Madison Ave. N ●  
Bainbridge Island, WA 98110 ● (206) 842-2552 ● Fax: (206)780-0955  
Email: [pcd@bainbridgewa.gov](mailto:pcd@bainbridgewa.gov)

The undersigned is owner (s) of record of property identified by:

Kitsap County Assessor's Account Number \_\_\_\_\_

Located at \_\_\_\_\_

- The undersigned hereby gives consent and approval to petition the City of Bainbridge Island Planning and Community Development Department to consider for approval the following new road name for the property identified above.
- The undersigned hereby denies consent and approval to petition the City of Bainbridge Island Planning and Community Development Department to consider for approval the following new road name for the property identified above.

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

Owner of Record	Date	Owner of Record	Date
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STATE OF WASHINGTON

County of Kitsap

On this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_ known as the individual (s) described in and who executed the foregoing instrument, and acknowledged to me that he/she/they signed and sealed the said instrument, as his/her/their free and voluntary act for the use and purpose therein mentioned.

WITNESS MY HAND AND OFFICIAL SEAL, hereto affixed the day and year in this certificate above written.

The \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public in and for the State of Washington,

Residing at \_\_\_\_\_