



**REGULATIONS**  
FOR  
**UNIFORM PROPERTY IDENTIFICATION**

Regulation No.  
**5-R-5**

Issued: 22 Sep 1983

Revised: 20 Mar 2007

Approved:

## 1 FORWARD

- A. This document defines procedures for addressing property in Salt Lake City
- (a) to avoid the duplication of street names within Salt Lake City and Salt Lake County;
  - (b) to avoid the use of similar sounding or confusing names; and
  - (c) to preserve consecutive and logical numbering of properties.
- B. Any variance from the terms and conditions of this chapter are subject to the approval of the City Engineer or his/her representative.

## 2 DEFINITIONS

- A. In this document certain words and phrases are defined as follows unless it is apparent from the context that a different meaning is intended.
- 1. **Address:** A unique alphanumeric description that identifies the property location of a parcel of land, a building, or other structure on the Salt Lake City Lyman grid system.
  - 2. **Address suffix:** The last component of a location address which is an alpha or numeric code used to identify a one-to-one correspondence between a building and high density occupancy structure within the buildings such as suites, rooms, apartments, condominium units, etc.
  - 3. **Alley:** A right-of-way branching from other rights-of-way used primarily for access to the back lot lines.
  - 4. **Avenue:** A type of right-of-way designator identifying an east/west thoroughfare similar to a road.
  - 5. **Bay:** A type of right-of-way designator identifying a permanent dead end thoroughfare.
  - 6. **Base Line:** The north right-of-way line for South Temple Street which benchmark the permanent origins of the Salt Lake City Lyman Grid System and provides a level datum from which the coordinates of all other streets and location addresses are calculated.
  - 7. **Boulevard:** A type of right-of-way designator identifying, generally a major thoroughfare which acts as a collector street usually containing a planted, raised, or striped median. In residential areas, it is usually a wide thoroughfare with shade trees.
  - 8. **Circle:** A type of right-of-way designator identifying a permanent dead end

- thoroughfare.
9. **Court:** A type of right-of-way designator identifying a reduced right-of-way thoroughfare.
  10. **Cove:** A type of right-of-way designator identifying a permanent dead end thoroughfare.
  11. **Cul de Sac:** The bulbous end of a dead end thoroughfare. The term is never used as a type of right-of-way designator.
  12. **Director:** Director of the Department of Community and Economic Development.
  13. **Drive:** A type of right-of-way designator identifying a winding thoroughfare.
  14. **Expressway:** A type of right-of-way designator identifying an arterial thoroughfare with limited access and limited traffic control devices. Usually no access is allowed to private property.
  15. **Highway:** A type of right-of-way designator identifying designated State or Federal thoroughfare.
  16. **Interstate:** A type of right-of-way designator indicating roads of the highest order, characterized by limited access, wide right-of-way, prohibited to adjacent development and with through traffic preference.
  17. **Lane:** A type of right-of-way designator identifying secondary roads or sometimes reduced rights-of-way branching from Courts, Places, Etc.
  18. **Loop:** A type of right-of-way designator identifying a thoroughfare that loops or returns to itself.
  19. **Lyman Street Grid System:** The Salt Lake City coordinate system developed by Richard E. Lyman of Salt Lake City which is presently implemented and used to establish location of streets and addresses.
  20. **Meridian Line:** The west right-of-way line of Main Street which benchmark the permanent origins of Salt Lake City's Lyman grid system and provides a level datum from which the coordinates of all other streets and location addresses are calculated.
  21. **Parkway:** A type of right-of-way designator that identifies a special scenic route. (See Boulevard).
  22. **Place:** A type of right-of-way designator indicating a permanent dead-end thoroughfare.
  23. **Right-of-Way:** Property over which a public road passes established by common or statutory law. Ownership of the underlying property may be either public or private.
  24. **Road:** A type of right-of-way designator indicating a thoroughfare that is frequently used, has heavy traffic volume, runs in any direction and is not a Street or an Avenue.
  25. **Row:** A type of right-of-way designator indicating a permanent dead-end thoroughfare.

26. **Street:** A type of right-of-way designator indicating a north/south thoroughfare similar to a road.
27. **Thoroughfare:** Any public rights-of-way, under public or private ownership, designed for the travel of pedestrian and motorized vehicles to enter and exit through passage.
28. **Way:** A type of right-of-way designator indicating a winding thoroughfare. (See also Drive).

### 3 POLICIES

- A. **Criteria for eliminating duplicate address numbers:** The City Engineer is solely responsible for eliminating duplicate and non-sequential address numbers. All errors are to be resolved by the Engineering Division.
- B. **Criteria for eliminating duplicate name designator:** City Council may change duplicate name designator (street names) without petition or hearing when it is determined that the change is in the public interest. Existing street names may be changed by petition or on the recommendation of the Director of the Department of Community and Economic Development. In either case, a public hearing before City Council is required unless 100% of the property owners adjacent to the right-of-way endorse the proposed street name change.

The following criteria is used when considering name changes.

1. Name designator with historical significance should be retained, whenever possible, over other street names when considering elimination.
  2. The number and types of buildings which will have their addresses changed.
  3. The length of time the name has been in use.
  4. The length of the street and the amount of traffic.
  5. Compatibility with adjacent streets.
- C. **Criteria for eliminating inappropriate type of right-of-way designator:** The Director of the Community and Economic Development Department may change types of right-of-way designator with or without petition in accordance with the following criteria.
    1. The street changes character either by extension, vacation, or otherwise and the designator becomes non-descriptive of the type of right-of-way.
    2. City Engineer must recommend the change to the Director.
    3. No public hearing is required.
  - D. **Street name conventions to be disallowed:** In accordance with the goal of minimizing confusion in street names containing local and other characteristics, the following criteria shall apply.
    1. Either of the four compass directions shall not be used as part of the street name (i.e., Eastwood). This is to eliminate the occurrence of double directional in assigning the addresses (i.e., 1229 W. Eastwood Drive).
    2. Either of the standard street types or suffix designations shall not be used as part

of the street name (i.e., Springlane Rd). This is to eliminate the occurrence of double street type designator.

3. Abbreviations of part or all of the street name shall not be allowed.

E. **Buildings without public frontage:** Buildings that are hidden behind other buildings or do not have public frontage shall be assigned an address number measured to the centerline of the principal roadway access. Since address numbers are assigned according to footage formula for public frontage, if more buildings exist than the amount of numbers allowed in the principal access frontage, the principal access shall become a named right-of-way of private ownership and address numbers shall be assigned to that right-of-way in accordance with procedures used for numbering publicly owned rights-of-way.

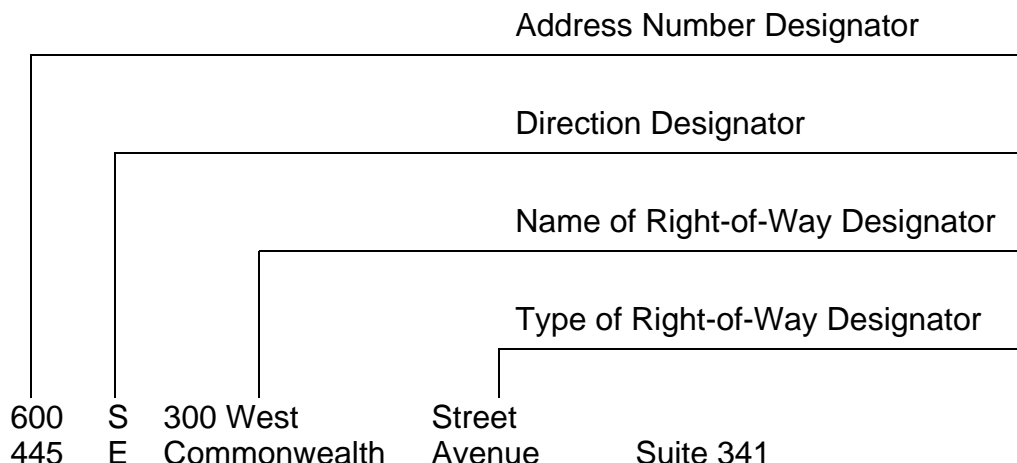
The Planning Director of the Department of Community and Economic Development shall be responsible to control the naming of all public rights-of-way in private ownership. Application through the petition process is required to create a private street and street name.

F. **Creation of public right-of-way in private ownership:** The Planning Director of the Department of Community and Economic Development shall be responsible to coordinate the naming of all public rights-of-way in private ownership. Application through the petition process is required to create a private street and street name. Each application must be accompanied with a title insurance report.

G. **Address certificate:** All property addresses, (interval numbers) both public and private, shall be identified with an "official house number certificate" on file with the City Engineer.

4 **ADDRESSES**

A. **General:** Most addresses are composed of four designators and occasionally a suffix is included.



B. **Address number (house number designator):** A geographic indicator identifying the relationship of the distance of the structure to either Salt Lake Meridian line or Salt Lake Base line.

C. **Direction designator:** A direction component referencing the structure's compass

direction relationship to the Meridian or Base Line. The direction is always abbreviated with the first letter of the direction, (e.g., E, N, S, W).

- D. **Name of right-of-way designator:** A name distinguishing the location of one thoroughfare from another. The street name is never abbreviated. In some cases, numerals are used in the name designator, (e.g., 300 West, 2100 South, 1825 West, 1300 North).
- E. **Type of right-of-way designator:** A component of the address which modifies the name designator to distinguish physical characteristics of the right-of-way. This designator is always abbreviated as follows:

**TABLE 4.1 - ABBREVIATIONS FOR RIGHT-OF-WAY DESIGNATOR**

Street Type	Abbreviation	Street Type	Abbreviation
Avenue	Ave	Lane	Ln
Bay	Bay	Loop	Loop
Boulevard	Blvd	Parkway	Pkwy
Circle	Cir	Place	Pl
Court	Ct	Road	Rd
Cove	Cv	Row	Row
Drive	Dr	Street	St
Expressway	Exp	Way	Wy

**F. Address suffix:**

- 1. Some addresses contain a suffix locating parts of a high density area. These suffixes, however, are modifiers of the address.  
 e.g. 10 S. Main Street, Suite 1000  
 5225 W. Wiley Post Way, Lakeside Plaza 2, Suite 500.
- 2. Some addresses use only the name of a building or location  
 e.g. 401 City and County Building  
 722 Judge Bldg.

**5 ADDRESS NUMBER DESIGNATOR**

- A. The junction of Main Street and South Temple Street is the initial point and the address numbers extend thence east, west, north, south; odd numbers commencing with one on the left and even numbers commencing with 2 on the right.
- B. Procedures in assigning address numbers:
  - 1. Check the atlas plat to determine axis value of intersecting streets. The intersecting street axis values determine the numerical range of the address numbers in the block being examined.

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2. In areas lacking intersecting streets (such as west North Temple Street) before determining address numbers, determine location of future street axis values. Record the axis value in pencil on the Atlas Plat. Make distance measurements from that axis value.
3. Make all measurements from the nearest right-of-way line of the lower value street intersection. Never make measurements from high valued street intersections.  
e.g. When determine an address value for approximately 1650 North, make all distance measurements from the north right-of-way line of 1600 north Street. Do not make distance measurements from the south right-of-way line of 1700 North Street.
4. For non-axial straight streets, ratio address numbers by measuring parallel to the base and meridian lines. For serpentine Streets, ratio the number between intersection axis values.
5. Use the following formulas when making measurements for address numbers.
  - a. 2 numbers = 16.5 feet on all north/south streets and all east/west streets to 3200 West axis.
  - b. 2 numbers = 13.2 feet on all east/west streets west of 3200 west axis.
6. Check the official address index file to determine the relationship of the proposed address number to the existing numbers. Address numbers shall be in consecutive order and comparable to parallel streets (except in serpentine streets).

### B. Principles in assigning address numbers:

1. Do not assign numbers to any portion of intersecting public rights-of-way.
2. On streets that do not conform to the four compass directions, address numbers shall be assigned from the axis that most nearly matches the principle direction of the thoroughfare.

## 6 DIRECTION DESIGNATOR

- A. In assigning direction designators relating to the Salt Lake Base Line (north right-of-way line of South Temple Street) use either the North or the South designation.
- B. Use the East or West designation relating to the meridian line (west right-of-way line of Main Street).

## 7 NAME OF RIGHT-OF-WAY DESIGNATOR

- A. **Duplicate street names:** Proposed street names that duplicate existing street names used in the City or elsewhere in the County shall not be allowed.
- B. **Phonetic duplications:** Phonetic duplications of street names are not allowed. These are duplications of street names that have duplicate or similar pronunciations but are spelled differently.
- C. **Subsidiary duplications:** Subsidiary duplication of street names is allowed only under the following conditions: 1) only one subsidiary name is allowed; 2) it must be an intersecting dead-end right-of-way, relatively perpendicular to the parent street from which it is named; 3) it must not have the same range or overlapping range of

frontage interval numbers as those along the entire length of the parent street, regardless of the street direction.

- D. **Numerical street names:** Numerical street names are allowed only on straight major thoroughfares. The use of numerical street names is otherwise discouraged.
- E. **Confusion:** Avoid proposed street names that sound very similar to existing names, street names that have unconventional spellings, long names, and names with uncommon spelling.
- F. **Neighborhood characteristics:** Neighborhood street names are encouraged to have characteristics such as: historic, local color and sense of place, overall theme and compatibility with adjacent street names.
- G. **Names change at Meridian and Base Line:** Names of proposed streets change where thoroughfare cross Main Street or South Temple Street except numerically named right-of-way or State Highways, or street names approved by City Council.
- H. **Intermittent street names:** Maintain the continuity of a street name along the entire length of the right-of-way overcoming barriers such as rivers, canals, railroad tracks and undeveloped voids except:
  1. as defined in paragraph G above, or
  2. if the numerical axis value of the right-of-way shifts more than 100 in either direction.

In the 10 acre City Blocks, where streets do not or will not extend through the blocks, use individual right-of-way names rather than intermittent names.

- I. **Curvilinear thoroughfares:** Do not use numerical names.

## 8 TYPE OF RIGHT-OF-WAY DESIGNATOR

- A. **Continuous or intermittent straight axial thoroughfares:** East/West thoroughfares are designated Avenues, and North/South thoroughfares are designated Streets. These designators are always applicable except as follows:
  1. Axial straight major thoroughfares: Type designators of major thoroughfares whether east/west or north/south may be designated as a "street" or some other designator type.
  2. Curvilinear thoroughfares: Type designators of Curvilinear thoroughfares describe the characteristic of the right-of-way (i.e., Circle, Road, Boulevard, Way, etc.).
  3. Non-axial thoroughfares: Whether straight or Curvilinear, use type of right-of-way designators which describe the characteristic of the thoroughfare (e.g., Street, Avenue, Boulevard, Etc.).

## 9 ADDRESS SUFFIXES

- A. Address suffixes are not a part of the official address and the City Engineer does not issue an "Official House Numbers Certificate" for them. They are modifiers used to assist in the location of the portions of property already addressed.

**10 NUMBERING HIGH DENSITY STRUCTURES**

- A. Some buildings in Salt Lake City have their own street address (e.g., City and County Bldg., Kearns Bldg., Judge Bldg., etc.). Numbers used therein apply to the floor and office number. Each structure, however, shall have an "Official House Number Certificate" on file with the City Engineer.

END OF REGULATION