

A detailed map of the Wichita, Kansas area. Major highways are shown in red, including I-135 running north-south and I-235 running east-west. US-54 is also shown as a major east-west route. Yellow circular markers indicate other roads like K-96, K-254, K-98, K-42, and K-15. Cities and towns labeled include Mount Hope, Bentley, Sedgwick, Furley, Valley Center, Park City, Kechi, Bel Aire, Greenwich, Eastborough, Wichita, Goddard, Garden Plain, Cheney, Schulte, Haysville, Derby, Mulvane, Peck, Clearwater, Viola, Andale, Golwich, Maize, and McConnell AFB. The map also shows the Arkansas River flowing through the region.

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Addressing Within a Regional Context

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Address Guidelines Project Overview

1. Project Background

Address authors within the Wichita\Sedgwick County region had no commonly accepted guidelines by which to assign addresses. Furthermore, once the addresses were assigned, they were recorded and maintained using a variety of methods, ranging from hand-written notation on hard copy maps, to computer-based geo-referencing systems.

The lack of a unified system for address assignment and maintenance limited the practical usage of government address records and was often the source of serious errors and omissions. These errors resulted in increased operating costs, error recovery costs, and in the case of Emergency Services, could have affected response times resulting in life\death consequences.

During the past years, most governing agencies within the region have migrated their mapping systems to computer-based geographic information systems (GIS). The GIS mapping systems are being served via desktop, intranet, Internet, and Mobile Vehicle System applications, and are replacing total reliance upon hard copy maps. This has had a major impact upon government addressing systems, as maps were heavily used in assignment, storage, and access of site addresses. The progression to GIS mapping offers the advantages of rapid access, more efficient update procedures, geo-integration with other relevant computer-based information, and more comprehensive data sharing between agencies.

However, almost all such computer-based mapping applications rely upon the site address as the key locational identifier. When the database supporting that key is incomplete or inaccurate, then the applications are limited in their usefulness, and in some cases, can incur serious problems for their users.

A comprehensive and accurate addressing system can tremendously enhance many aspects of City and County government operations. If integrated with a well-planned computer mapping system the added benefits of geo-referencing and spatial analyses may be realized.

-  Accurate and complete mailing\notification lists
-  Identification of all properties with a particular political boundary (tax unit district, City Council district, census block, voter precinct, emergency response area, etc.)
-  Identification of all addresses within a given proximity of geographic and political features or areas, such as, GPS points, sewer districts, city limits, buildings, railroads, landfills, water bodies, etc.
-  Resource allocation by addressed locations
-  Optimal route planning

The use of consistent addressing guidelines also serves to enhance the effectiveness of “Address Matching” procedures used between government agencies. This is a process whereby two or more address lists, or databases, are compared for matches, based upon the address fields. This process is still practiced at this time occasionally, as there are still some independent address database formats existing throughout the City and County agencies. Resolving the mismatches is typically a tedious and time-consuming process, and generally does not result in a 100% match.

2. Project Purpose

The Addressing Guidelines project began in conjunction with a related address project to build and implement a Master Address System to serve the Sedgwick County region, and constituent municipalities. The objective was to develop and maintain a centralized address database; one that was maintained in a consistent manner, and made accessible to governing agencies for Sedgwick County, the City of Wichita, and other cities within the region. The database was designed with a geo-referencing component and was integrated with GIS in 2005.

The Wichita/Sedgwick County Address Committee contributed to this umbrella project, and to addressing procedures for all regional address authors, by setting forth standards and specifications for the assignment of addresses within the region. These standards are presented here in an Address Guidebook that has been developed in cooperation with addressing authors within the region and recognized by the Metropolitan Area Planning Commission Subdivision Committee. The Address Guidebook describes the addressing grid and schema used for the region, and sets forth methods to resolve existing address problems. Some of the addressing problems and issues were defined in a precursor to this manual, “Where in the World Are You” by Ray Ontiveros, 1995.

3. Project Scope

The project undertaken by the Address Committee included development of the Address Guidebook, and a plan for implementation of the guidelines. The project did not include design or implementation of the Master Address System. The Address Guidebook sets forth recommendations for the assignment of Site Addresses, but does not provide guidelines for the assignment of postal or mailing addresses.

Information about the Wichita/Sedgwick County Address Committee

1. History

The Address Committee started in January of 1984. For several years developers would divide property into 5-acre tracts and build streets without going through the platting process. Bob George, Sedgwick County Public Works, realized that no one was looking at these streets as one big picture or keeping track of them all. The problem of all the unknown streets was passed on to Ken Duckworth, Director of Emergency Communications.

The Emergency Communications Advisory Board met on January 6, 1984 with street names as one of the agenda items. They organized the original group, whose mission was to map all the streets in the county. The first meeting of the Wichita/Sedgwick County Address Committee was chaired by Greg Mills, Sedgwick County Emergency Communications, and held in the conference room of Emergency Management in the basement of the Sedgwick County Courthouse. It was decided early that Wichita and Sedgwick County Fire Department personnel would do most of the legwork for the mapping project. They hand drew maps and provided them to emergency services personnel.

The Address Committee has evolved to include representatives from small towns, the United States Postal Service and many departments from Wichita and Sedgwick County governments. The primary goal is to identify and resolve problem addresses while ensuring new developments are reviewed for consistency and accuracy.

2. Mission Statement

The mission of the Wichita/Sedgwick County Address Committee is to develop a plan for the standardization of street (site) addresses throughout the Wichita/Sedgwick County Region, to include Wichita, other incorporated areas, and all unincorporated areas within Sedgwick County. This plan will be documented within an Address Guidebook for use by address authors within the region. The guidelines must, at a minimum, provide for the following objectives.

-  The assignment of unique street address identifiers for homes, businesses, and other addressable locations
-  A consistent and logical scheme for the assignment of street names, street types, street numbers, unit numbers, and directional prefixes and suffixes
-  Strategies for street alignment and coding

The addressing guidelines will apply to the initial assignment of addresses and will be designed to accommodate both hard copy and computer means of address data storage.

Addressing Within a Regional Context

Chapter 1: The basics of the Wichita/Sedgwick County address grid

Sedgwick County is set up on a grid structure. The arterial roads are generally spaced one mile apart throughout most of Sedgwick County. Occasionally a natural barrier, such as a river, will break the pattern. The basic rule of thumb is there are eight city blocks to the mile going north to south and sixteen city blocks to the mile running east to west. There are some exceptions to this rule, mainly in the core area of Wichita. The 16/8 rule makes it easy to calculate the street number of the next mile section road and aids in locating addresses.

Wichita, Bel Aire, Park City and unincorporated Sedgwick County use the same numbering system with the starting point intersection at Douglas and Main in Wichita. Most of the smaller cities in Sedgwick County use the same type of numbering system but begin at their own origin point. However, they may continue to use a Sedgwick County street name as it runs through their town such as 247th St W in Andale.

Chapter 2: Components of an address

A site address should contain the following components:

-  Address number
-  Address sub-number *
-  Directional prefix
-  Street name
-  Street type
-  Directional suffix * * optional components
-  Unit type *
-  Unit number *
-  City name
-  State

Ex: 1234A N Maple St or 678 W 2nd St N Apt 210 or 525 N Main St

Only mailing addresses contain five digit ZIP Codes or +4 ZIP Codes. It is important to realize the site city and the mailing city may not be the same. A rural mailing address always contains a city name even though the site location is in an unincorporated area.

Chapter 3: Standard for number assignment

The address number is a unique numerical identifier based on the address grid. The number can range from three to five digits depending on the location within the grid. One and two digit numbering should be avoided since they have no meaning or relationship to the hundred block grids. The “100 Blocks” radiate north, south, east and west from the origin point and the structures would have address numbers such as 105 or 116. The numbering system continues to increase in all directions as it radiates from the origin point.

1. Address numbers

New address numbers shall consist entirely of numbers. Characters such as hyphens or fractions are not allowed. If a building is subdivided into more than one occupancy, a unit type and unit number is preferable to a sub-number. (See Chapter 7) Because sub-numbers have been used for addressing in the past, this field will continue to be an option for those buildings. However, if a sub-number must be used, an alpha-character is preferable to a fraction. (Ex: 2456A is preferable to 2456 ½).

2. Address ranges

The possible address range of a street must be identified. It determines which addresses may be given out along the length of the street section. For example, an address number of 220 cannot be assigned on a block with a potential address range of 1000-1099. Likewise, the address range is governed by the cross street. In the Wichita addressing scheme, the “200 Block”, for example, is between 1st and 2nd Streets. Addresses on a street that intersects with 2nd Street should be less than 299 south of 2nd Street and greater than 299 north of 2nd Street. Following this pattern, 200 N Main is not at the corner of 2nd and Main, but rather is at the corner of 1st and Main.

3. Address parity

In Sedgwick County, even numbers are located on the north and east sides of the street and odd numbers are located on the south and west sides of the street. This is known as address parity. Addresses across the street from one another should be comparable. If 645 is used on the odd-numbered side of a street, numbers close to 644 or 646 should be used on the even side. This is not always possible in practice, particularly on curving streets, but it should be followed as closely as possible.

4. Numerical sequence

Assignment of addresses must be done in numerical sequence along a street. Address numbers should increase as they move away from the origin point of the address grid and they should not be assigned out of order. For instance, 1789 should not fall between 1735 and 1741. Care must be taken when assigning addresses to rural properties. If enough interval is not allowed and the parcel is

split for new construction at a later time, then it can result in being forced to number out of sequence.

5. Address intervals

The authority for assigning address numbers must consider both current and future development. Future growth may make it necessary to insert address numbers between those currently being assigned. Planning should include a large enough numbering interval to allow for expansion and growth. In most residential areas, an interval of at least four addresses (310, 314, 318, etc.) should be adequate. Of course, the interval can be larger. An interval of at least eight numbers is recommended as the minimum for commercial or industrial sites.

6. Duplicate numbers prohibited

No duplicate numbers shall be assigned on a street. This includes addresses on courts or circles. If there is a 1725 N Rock Rd, then there should not be a 1725 N Rock Ct. Similarly, no duplicate numbers should be assigned on streets that cross the grid base line, such as 1725 N Rock Rd and 1725 S Rock Rd.

7. Long blocks

New subdivision developments often have long blocks with no intersecting streets. Addresses should correspond with the appropriate address range for each section of the block. The block numbers should change in mid-block even if there is no separating street. This will result in two homes side by side numbered as if in two different blocks. Use caution if a grid base line is crossed even though the base line street might not actually be there. This would put, for example, the 100 south range and the 100 north range in the same block. This occurs in west Wichita on Ashley Park resulting in two homes each with the address 106, 110, 114, etc., all on the same block. A street sign must be used mid-block in these cases to clearly indicate a change in direction. This also illustrates the problem of duplicate numbers.

8. Corner parcels

Structures shall be numbered off a street on which they sit. A request from a business to use a major street as their address, for example, should not be allowed unless the major street borders that property. A property on a corner of two streets is generally addressed from the street where the front door is located. Occasionally, a commercial business may request to be addressed from the busiest street abutting the property. There may be times when it makes more sense to number a corner lot based on its driveway, especially from an emergency responder perspective. This may be the case for commercial or industrial structures.

9. Courts

A court has the same name as the street from which it branches. It is standard to continue the numbering pattern, interval, and direction as a continuation of the main street. (See Figure 1: Dorothy Ct) To keep within the hundred block grid system, addressing should not be done in this manner if the court is extremely long and with many lots. It should be given a unique street name and numbered as such.

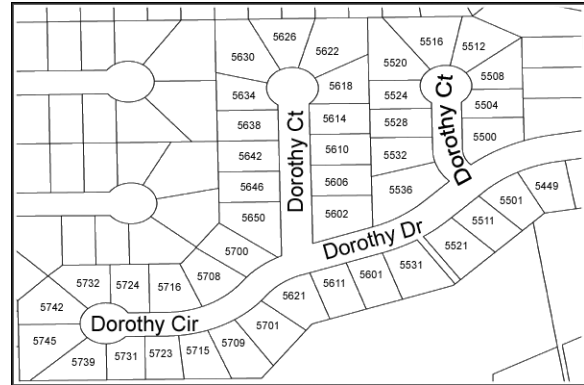


Figure 1

10. Circles

The name, numbering pattern,

interval and direction are continued from the street on which the circle stems. Circles are numbered like any regular street and have the even and odd address numbers meet at the closed end of the street. (See Figure 1: Dorothy Cir)

11. Streets that change direction

There are two ways to contend with streets that change direction or curve significantly. One such way is that the street will retain its original address grid and range throughout its entire length no matter how many times the roadway turns or bends. This means the address numbers do not change direction with the street. It is especially helpful for police and emergency vehicles looking to find a particular address as quickly as possible if the address numbers steadily increase or decrease along the street. (See Figure 2: Pocket Trl)

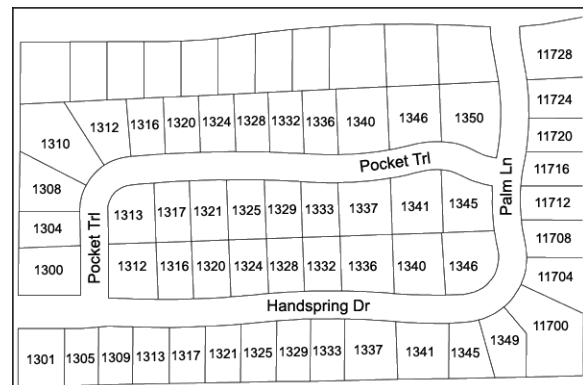


Figure 2

Another way is to assign a new street name in the middle of the curve. This works best where the curve is approximately a 90-degree angle changing the major direction of the street. (See Figure 2: Handspring Dr and Palm Ln) This does not work well when there are two curves as this creates a hidden street. This method should not be used if the second section of street is very short.

12. Vanity street names

Vanity street names are discouraged. However, if vanity street names are used, their numbering should be consistent with the address grid. Acme Company should not use "Number One Acme Drive" as their address but must be numbered according to the established address range. In addition, vanity street names will

not be allowed for only a segment of a street, but if used must be used for the entire street length.

13. Vacant parcels and theoretical addresses

Most jurisdictions do not assign an official address to a vacant land parcel until a building permit has been issued for new construction. Often though, an unofficial address will be pre-assigned as a guide. For example, theoretical addresses are usually assigned to the lots in approved residential subdivisions before the new homes are built. For Geographic Information Systems (GIS) referencing purposes an unofficial address should be assigned to every existing parcel even if the address is theoretical and could change when a building permit is issued.

If a large vacant parcel occupies an entire block it would normally be given a theoretical address in the middle of the corresponding hundred block range. For example, a vacant parcel on the even side of the 300 block would be addressed as 350 rather than 300 or 302. Sometimes a very large parcel, such as in a rural setting, will reside in more than one hundred block range. Like the previous example, the unofficial address should be about halfway between the ranges. If the parcel occupies two blocks, such as between 7700-7900, it would be given an address of 7800. This will allow for the parcel to be subdivided later and still have sequential address numbers.

An unofficial address on a vacant parcel may be altered by any new addresses assigned by a building permit. This would be in cases where the expected pattern of development for a vacant parcel will require different or additional addresses. General addressing guidelines would then apply. However, whenever possible, the unofficial address should be issued as the official address on the building permit.

Chapter 4: Standard for directional prefixes & suffixes

The standard directional prefixes and suffixes are always abbreviated and capitalized, but no punctuation, including periods, shall be used. Standard directional prefix and suffix abbreviations include the following:

 <u>Example</u>	<u>Abbreviation</u>
 North	N
 South	S
 East	E
 West	W

Although Northwest (NW), Northeast (NE), Southwest (SW), and Southeast (SE) are prefixes used in some surrounding counties, they are not used in Sedgwick County, except SE Louis in Mulvane.

1. Directional prefix

A directional prefix is required as part of the official site address. Streets that cross a grid base line (Douglas or Main in Wichita, Bel Aire, Park City and unincorporated Sedgwick County) may have duplicate address ranges, such as 1300 N Oliver and 1300 S Oliver. The use of N and S, in this example, is crucial in distinguishing between the two blocks. To be consistent, a directional prefix is also mandatory on streets that do not cross a grid base line and are located in only one of the grid quadrants. Other municipalities should use their own grid base lines to determine the directional prefix.

2. Diagonal or curving streets

Diagonal or curving streets, with one street name, should be determined to be either a north/south or an east/west street for its entire length. (See Figure 3: Rambo Ln) Long streets with a 90-degree curve should sometimes be dealt with as two separate streets with different names even if there isn't an actual intersection. In this case, each differently named section may have a different directional prefix.



Figure 3

3. Directional suffix

A directional suffix is required only when a street name is numeric such as E 21st St N. Because of the grid numbering system in Sedgwick County, it is possible to have the same street number appear in several different locations. E 47th St S, S 47th St E, W 47th St S, and N 47th St E are entirely different locations, miles away from each other.

Chapter 5: Standard for street name assignment

1. Pronunciation

Street names should be easy to read and pronounce so the public, children in particular, can say the name in an emergency situation. Street names with confusing spellings should be avoided in the future. According to emergency personnel, current streets like Lieunett, Ocioe and Ton N Hah are some of the most confusing to those not familiar with their pronunciation.

2. Appropriate

Street names should not be considered inappropriate in regards to race, color, sex, religion, national origin, ancestry, disability, or regarded as generally offensive such as Death Row St, Squaw Ln, or Redskin Rd.

3. Confusing or generic streets

Common sense should be used when selecting street names, avoiding confusing or generic names such as the following:

 Dead End Rd
 Gravel Rd
 Private St
 Cross Rd
 Frontage Rd

 Unknown St
 Nameless Rd
 Whosonfirst Rd
 Scenic Dr
 Access Rd

4. Similar sounding streets

Street names shall not duplicate or sound similar to other street names even if the spelling is different. Pearce and Pierce are not acceptable, nor will Springdale and Springdell be allowed. It is not acceptable to merely change the street type if the root street name is the same, with the special exceptions of Court, Circle and Drive. Oak Road and Oak Lane cannot both be used, whereas Oak Road and Oak Court can be used. Further explanation of the proper use of Court, Circle and Drive is covered in Chapter 6.

Proposed names shall also be rejected if one of the principal words in the name has already been used several times. There are currently thirty-four streets using Meadow as part of their name and fifty-seven using View as part of their name.

While many towns in Sedgwick County are small enough to make verification of duplicate streets an easy task, care must be taken that the street names are also not similar to neighboring jurisdictions, which could cause confusion for emergency personnel who respond in several jurisdictions. The example of Pearce and Pierce above is one case in point. Pearce has existed in Wichita for many decades. Pierce was platted and named while in unincorporated Sedgwick County. Before the subdivision was built, the property was annexed into the City of Wichita. This oversight, which was nearly missed, could have been a disaster in an emergency situation.

5. Street name length

Street names will be 12 characters or less, exclusive of prefixes and suffixes. Spaces between words will be counted as characters. When the prefix and type are added to a long street name, the letters on the street sign will usually be smaller. Governments do not normally want to incur the cost to produce a larger street sign to accommodate the long street name. Safety problems can arise due to smaller letters on a sign.

6. Street name spacing

Street names should be no more than two words and unnecessary spacing in a name should be monitored. For example, Forestview is much preferred over Forest View. A two-word street name is often compressed into one-word on a street sign to conserve space and the public is often under the misconception that the street sign is the official name.

7. Numeric street names

According to the Kansas Geospatial Data Addressing Standard, numeric street names shall be written using numbers rather than spelled out. In addition, numeric street names shall include the TH, RD, ST or ND characters as part of the street name. For example, 3rd should be used instead of THIRD or 3.

8. Abbreviations and punctuation

The Kansas Standard also specifies that alphabetical street names be capitalized. Elements of an alpha street name should not be abbreviated. For example, Mount Vernon and Saint Francis should be used as official street names instead of Mt Vernon and St Francis, regardless of how they appear on plats. For geocoding purposes, all punctuation should be avoided in street names including periods after abbreviations, hyphens and apostrophes.

9. Highway abbreviations

Highway abbreviations shall be input as shown below with no spaces or hyphens.

 <u>Example</u>	<u>Abbreviation</u>
 Interstate Highway 135	I135 Hwy
 US Highway 54	US54 Hwy
 Kansas State Highway 15	K15 Hwy

10. Geographic directions as part of street names

Geographic directions may not be used as part of the street name. While these do exist in Sedgwick County, such as Southgate and Westport, this practice must be avoided in future developments. The use of north, south, east, west and any variations should be reserved for prefix and suffix use only, so as not to cause any confusion. When verbally giving an address such as these, it would be impossible to distinguish between N Shore and Northshore for example.

11. Street types as part of street names

A street type, like a direction, must be avoided as part of the root street name. Chapter 6 covers the standard for street types like Avenue, Court, and Boulevard. For example, a street named Winding Trail Drive is confusing since Trail and Drive are both street types. Country Walk Lane Ct is another example where the street type Court was simply added without deleting the type Lane.

12. Street Name Continuity

Street name continuity is the retention of one name for the length of the street. This is not to be confused with street name duplication. Street name continuity should be used when possible. Allowances can be made for gaps in a street's continuity. A street with a gap should maintain the same name across the gap, as long as the street continues on the same line after the gap. (See Figure 4: Impala Dr) If the street shifts off-line by more than 200 feet, a new street name should be assigned.

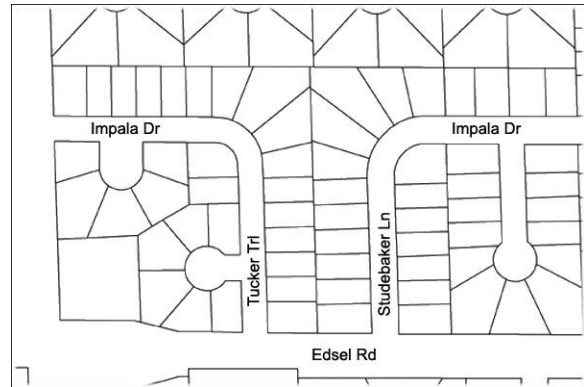


Figure 4

13. Development names as street names

New street names should not reflect the name of a development. There are many examples of a development name being used as a street name throughout Sedgwick County. However, if a development name is assigned to a street in an alignment of a grid without an established name, the next developer will greatly resist using the “other guy’s” development name on “his” streets. Street names are not marketing tools; their purpose is to enable people to locate addresses readily. When establishing new street names, make sure they don’t offend anyone else. Pick a name that everyone can use and understand.

14. Intersecting streets

Because of curving streets and street name continuity, it is possible that streets with the same directional prefix intersect. It is important that two streets do not cross or meet more than one time. This will cause confusion for emergency personnel if an intersection of two streets exists in more than one place. The locations might be blocks or miles from each other. An exception is a short looping street. This type of street intersects with another street twice, but the intersections are only a block away from each other.

15. Verify spelling

It is most often developers who suggest street names and sometimes try to incorporate street name continuity. There have been several instances when an established street continues through a new subdivision but the name has been

spelled differently. Some examples are Governour and Governuour, Quivera and Quivira, Stoney Point, Stony Point and Stoneypoint, and Coach House and Coachhouse. Local governments must examine developers' suggestions closely and make changes when necessary to be consistent with street naming and spelling.

16. Legal and alias street names

Many streets are known by several different names. Kellogg, for instance, is also US54, and MacArthur is also known as 39th St S. The name appearing on the recorded subdivision plat map, or street name petition, is usually considered the legal name and used for the situs address. Street names may be changed to a different official name at a later date. Any such changes should be registered in the Register of Deeds Office. Alias street names are other commonly used names for streets. Alias street names are tracked in most geospatial applications.

17. City of Wichita annexations

For arterial streets annexed by the City of Wichita, it is understood the name of the street and the addresses will conform to the City of Wichita's naming conventions. The following is a partial list of the arterial streets affected:

 <u>County name</u>	<u>City of Wichita name</u>
 4 th St N	Central Ave
 111 th St E	Greenwich Rd
 55 th St W	Hoover Rd
 US54 Hwy	Kellogg St
 39 th St S	MacArthur Rd
 103 rd St W	Maize Rd
 6 th St S	Maple St
 23 rd St S	Pawnee Ave
 71 st St W	Ridge Rd
 79 th St E	Rock Rd
 K15 Hwy	Southeast Blvd
 K42 Hwy	Southwest Blvd
 87 th St W	Tyler Rd
 95 th St E	Webb Rd
 39 th St W	West St

Chapter 6: Standard for street type assignment

Street types for the metropolitan area include the following and use the standard postal abbreviations. For geocoding purposes, these are the only acceptable street types:

 <u>Street type</u>	<u>Abbreviation</u>	 <u>Street type</u>	<u>Abbreviation</u>
 Avenue	Ave	 Place	Pl
 Boulevard	Blvd	 Plaza	Plz
 Circle	Cir	 Point(e)	Pt(e)
 Court	Ct	 Ramp	Ramp
 Drive	Dr	 Road	Rd
 Expressway	Expy	 Street	St
 Freeway	Fwy	 Terrace	Ter
 Highway	Hwy	 Trail	Trl
 Lane	Ln	 Turnpike	Tnpk
 Park	Park	 Vista	Vis
 Parkway	Pky	 Way	Way

1. Correct use of street types

All streets have a street type whether commonly used or not. If a street type is not specifically assigned on the official plat map, the default is Street. If a platted street uses one of the above street types, it will be the official type whether it is abbreviated on the plat map or not. For example, if a new street is on the plat map as Moose Trail, then Trail is the official street type. It would not be Moose Trail Street as this would go against the directive that street types should be avoided as part of the root street name. Likewise, if a court extends off Moose Trail it would be called Moose Court, not Moose Trail Court.

2. Root street names assigned only one street type

Once a root street name is assigned it must not be used again with a different type except in the case of a Court, Circle or Drive, explained below. For example, the use of both Maple Lane and Maple Trail is not acceptable.

3. Street and Avenue

Historically in Wichita, Streets have been used for east-west thoroughfares and Avenues for north-south thoroughfares. Unfortunately, there were no set standards in place for Wichita many years ago and Wichita has Streets and Avenues running both east-west and north-south. Therefore, the street type Avenue is not often used and should be reserved for collector streets.

4. Road

The street type Road, as used in Wichita, is assigned only to arterial streets with heavy traffic volume such as Ridge Road and Rock Road. Smaller cities often use it the same as the common type of Street.

5. Drive

A Drive, in Wichita, is used when a street is adjacent to an arterial street and, in this case only, will use the same name. Kellogg Drive is the access road parallel to Kellogg Street in some parts of Wichita. In other cities in Sedgwick County, a Drive is also used for gently curving collector streets.

6. Boulevard and Parkway

Boulevard and Parkway are essentially the same type of street. They are major thoroughfares usually with a median in the center. Boulevards generally run in a diagonal direction such as Zoo Boulevard and George Washington Boulevard. Boulevards and Parkways must connect at least two major streets and act as collectors.

7. Court and Circle

A Court designates a street with a single common entrance and exit. It is used when a cul-de-sac originates from a street at a near right angle. It may be named the same root name as the street from which it radiates or may have a new name. A Circle is used to describe a street similar to a Court, with a single common entrance and exit, however it is a logical extension or continuation of a street. In other words, a Circle is a street that dead-ends. Circles should be named the same as the original

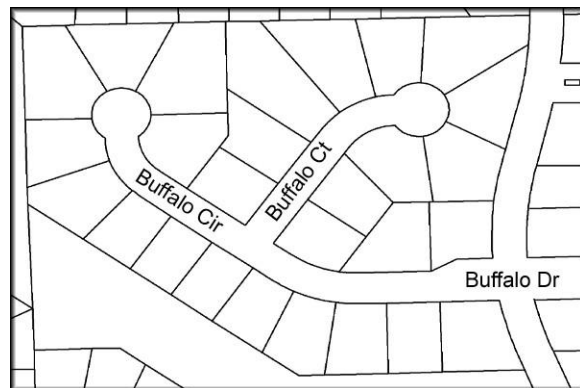


Figure 5

roadway but with the proper street type. (See Figure 5: Buffalo St, Buffalo Ct and Buffalo Cir)

8. Place

A short looping or U-shaped street is often called a Place. These streets begin and end on the same thoroughfare. For short loops with 20 lots or less, the numbering of buildings should be the same numbering system as used in the main street from which the loop begins and reconnects. A Place cannot have the same name as the street it connects to as this would result in duplicate hundred blocks and house addresses. (See Figure 6: Elvis Pl)

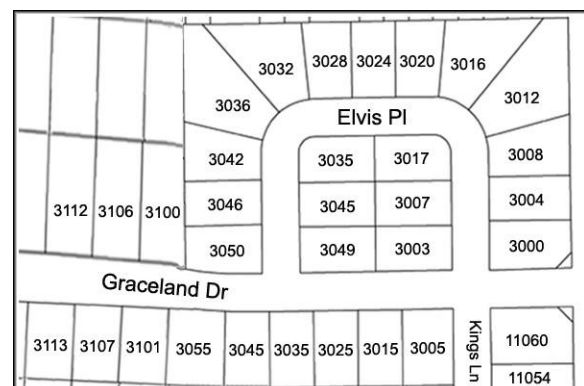


Figure 6

Longer loops must be divided into manageable segments to determine the proper addressing or need for an additional street name. Loops that also contain a cul-de-sac are not called a place and should use a different type suffix.

Chapter 7: Standard for unit type and unit number assignment

Unit types are used to further define a space such as an apartment, a lot in a mobile home park, or an office suite in a large building. When assigning unit numbers, numerical is preferred over alphanumerical. In a multi-level structure, the unit number should reflect the floor on which it is located. Apt 304 would be located on the third floor and Suite 512 would be on the fifth floor.

Unit types and unit numbers shall be no longer than four characters each. The standard abbreviations for unit type are:

 <u>Example</u>	<u>Abbreviation</u>
 Apartment	Apt
 Building	Bldg
 Department	Dept
 Floor	Fl
 Lot	Lot
 Room	Rm
 Suite	Ste
 Unit	Unit

1. Apartments

Only one unit type can be used per address. The type Building should be used sparingly and not in conjunction with another unit type. Bldg 5 Rm 212 cannot be used. Most buildings should get their own primary street number such as an apartment complex. If building numbers are assigned, then the site address should not be dependent on that extra number. Each apartment unit must still have a unique number. Apt 1623 could be in Building 16 but there would not be Apt 1623 located in any other Buildings in the complex. The official site address would only use the type Apt and would ignore Bldg as part of the address.

2. Duplexes, triplexes and condominiums

It is preferable for duplexes, and triplexes to be assigned separate primary street numbers. If not, they should be addressed as apartments. Condominiums should be assigned addresses as though they were apartments or as individual houses along a road.

3. Mobile home parks

Mobile home parks need to be addressed with extreme care. While the main address should be the same for the entire park, the lot numbers must remain sequential within the park and not be duplicated. Named private streets inside a mobile home park may not be officially recognized as part of the site address.

The additional naming of streets inside a mobile home park has caused confusion for emergency personnel in the past. In some instances, the lot numbers on adjacent private streets were identical. Emergency personnel were not always

supplied with the private street name, making it impossible to locate the correct mobile home. Another problem with naming private streets in a mobile home park is technology related. Most address database tables or computer programs do not provide an extra field to place the extra street name. Ex: 3201 S Clifton Lot 501 Maryland or 3201 S Clifton Lot 501 Texas.

4. Shopping centers and strip malls

In the case of shopping centers or strip malls, the businesses may be assigned within the range available to the property or may be assigned as units or suites of the main address. Since businesses often change, it is advisable to leave a sufficient numbering interval to allow for one business site to be split into several future business sites.

Chapter 8: Assigning Addresses to New Plats

FLOW CHART FOR ASSIGNING ADDRESSES TO NEW PLATS WITHIN ALL JURISDICTIONS IN SEDGWICK COUNTY

DEVELOPER NOTIFIES APPROPRIATE JURISDICTION
WHEN THE LETTER OF CREDIT HAS BEEN ISSUED

PHASED PLATS

FOR PLATS BEING DEVELOPED IN PHASES THE DEVELOPER WILL PROVIDE APPROPRIATE JURISDICTION WITH SPECIFIC INFORMATION, TYPE OF DEVELOPMENT (Single Fam, Duplex, etc.) FOR THAT PHASE.

FULL PLATS

FOR PLATS BEING DEVELOPED IN FULL THE DEVELOPER WILL PROVIDE APPROPRIATE JURISDICTION WITH SPECIFIC INFORMATION, TYPE OF DEVELOPMENT (Single Fam, Duplex, etc.).

30 DAY PROCESSING AND REVIEW PERIOD

APPROPRIATE JURISDICTION WILL ADDRESS THE SPECIFIC PHASE OR A COMPLETE PLAT WITH NUMBERING, UTILIZING THE STREET NAMES SUBMITTED. (STREET NAMES SHOULD BE FINAL AT THAT TIME.)

- WITHIN MABCD JURISDICTION, MABCD WILL SUBMIT ADDRESSES TO GIS, APPROPRIATE EMERGENCY SERVICES, UTILITY(S), DEVELOPER AND CONSULTANT.
- OTHER JURISDICTIONS WILL SUBMIT ADDRESSES TO, GIS, APPROPRIATE EMERGENCY SERVICES, UTILITY(S), DEVELOPER AND CONSULTANT.
- PROPOSED CHANGE REQUESTS SUBMITTED TO APPROPRIATE JURISDICTION.
- APPROPRIATE JURISDICTION WILL SUBMIT PROPOSED CHANGES TO MEMBERS OF THE ADDRESSING COMMITTEE FOR REVIEW.
- THE REQUEST WILL BE REVIEWED AND A DECISION RENDERED TO THE REQUESTING ENTITY IN WRITING FROM APPROPRIATE JURISDICTION.
- AT THE END OF THE REVIEW PERIOD STREET NAMES AND ADDRESSES WILL BE ASSIGNED AND PUBLISHED

- ONCE ADDRESSES BECOME FINAL ANY REQUEST FOR A CHANGE OF ADDRESS, OR A REQUEST FOR ADDITIONAL ADDRESSES, THE DEVELOPER WILL NEED TO PROVIDE IN WRITING, TO THE APPROPRIATE JURISDICTION, SPECIFIC REASONS TO JUSTIFY THE CHANGE.
- ANY NAME CHANGE WILL NEED TO BE SUBMITTED TO THE JURISDICTION ASSIGNING THE ADDRESSES AND GIS FOR APPROVAL PRIOR TO BEING SUBMITTED TO THE APPROPRIATE CITY ENGINEER FOR APPROVAL. A DETERMINATION WILL BE RENDERED WITHIN 30 DAYS OF SUBMITTAL REQUEST.
- IF APPROVED THE APPLICANT WILL BE RESPONSIBLE FOR ANY/ALL COSTS INVOLVED TO MAKE THAT CHANGE. THE APPLICANT WILL ALSO NOTIFY THE APPROPRIATE JURISDICTION, GIS, ALL UTILITIES AND EMERGENCY SERVICES OF THAT CHANGE.
- DENIAL WILL BE IN WRITING FROM APPROPRIATE JURISDICTION.

Appendix A: Address Changes Requests

ONCE ADDRESSES BECOME FINAL ANY REQUEST FOR A CHANGE OF ADDRESS, OR A REQUEST FOR ADDITIONAL ADDRESSES, THE DEVELOPER WILL NEED TO PROVIDE IN WRITING, TO THE APPROPRIATE JURISDICTION, SPECIFIC REASONS TO JUSTIFY THE CHANGE.

ANY NAME CHANGE WILL NEED TO BE SUBMITTED TO THE JURISDICTION ASSIGNING THE ADDRESSES AND GIS FOR APPROVAL PRIOR TO BEING SUBMITTED TO THE APPROPRIATE CITY ENGINEER FOR APPROVAL. A DETERMINATION WILL BE RENDERED WITHIN 30 DAYS OF SUBMITTAL REQUEST.

IF APPROVED THE APPLICANT WILL BE RESPONSIBLE FOR ANY/ALL COSTS INVOLVED TO MAKE THAT CHANGE. THE APPLICANT WILL ALSO NOTIFY THE APPROPRIATE JURISDICTION, GIS, ALL UTILITIES AND EMERGENCY SERVICES OF THAT CHANGE. DENIAL WILL BE IN WRITING FROM THE APPROPRIATE JURISDICTION.

Sample Request Form:

APPLICATION FOR CHANGE OF ADDRESS, ADDITIONAL ADDRESS(ES) OR STREET NAME CHANGE.

Application Fee: \$_____ Please submit with application

APPLICANT: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____ EMAIL: _____ PH: _____

CHECK APPROPRIATE REQUEST BELOW

ADDRESS CHANGE: _____ ADDITIONAL ADDRESS(ES): _____ STREET NAME CHANGE: _____

CURRENT ADDRESS: _____
_____REQUESTED ADDRESS(ES): _____
_____CURRENT STREET NAME: _____
_____PROPOSED STREET NAME: _____

JUSTIFICATION/EXPLANATION FOR REQUEST: (May attach additional information justifying request)

_____**APPLICANTS STATEMENT**

I hereby submit this application and certify the above information to be factual and true.

SIGNED: OWNER/AGENT: _____ DATE: _____

FOR OFFICE USE**APPLICATION APPROVAL/DENIAL:**

The City of _____ hereby **APPROVES** this application for address change or street name change.

The City of _____ hereby **DENIES** this application for a for an address change or street name change.

SIGNATURE: _____ DATE: _____

JUSTIFICATION/EXPLANATION FOR APPROVAL/DENIAL:

11/19/2025

CORRECTION OF PLATTING ERRORS

1. Affidavits for street name changes

An affidavit is used primarily before buildings or houses are built along a platted roadway. The following is from the Kansas Statutes.

Kansas Statue No. 12-420

Chapter 12.—Cities and Municipalities

Article 4.—Plats of Cities and Townsites

12-420. Correction of certain platting errors; procedure. If, after recording a subdivision plat, an error is found in distances, angles, bearings, subdivision or street names, block or lot numbers, the computation of dimension or elevation or other details of the plat, except in connection with the outer boundaries of the plat, and if the property described in that part of the plat containing the error is under the ownership of the person who caused the plat to be prepared, the engineer of the approving city or county, in which the property is located, after substantiation of the existence of the error may file an affidavit with the register of deeds that the error was made. The affidavit shall describe the nature and extent of the error and the appropriate correction. The register of deeds shall record the affidavit, and shall place in the margin of the recorded plat a notation that the affidavit has been filed, the date of filing and the book and page where it is recorded. The filing of the affidavit shall correct any such errors, but shall have no effect on the validity of the plat or any property interest recorded by reference thereto.

Sample Affidavit

I [*name*] (DIRECTOR/PUBLIC WORKS), BEING FIRST DULY SWORN, STATE; THAT THE NAME OF TWO (2) STREETS WITHIN THE FOLLOWING DESCRIBED PROPERTY ARE FOUND TO BE IN ERROR; TO WIT:

[*Addition name*] Addition located in the [xxxxx] Quarter of Section [xx], Township [xx], Range [x] [West/East] of the 6th P.M., Sedgwick County, Kansas.

After examination of the referenced plat as filed in the Sedgwick County Register of Deeds Office. In accordance with K.S.A. 12-420 the County Engineer is vested with the authority to make such corrections.

The East north-south street is named [xxxxx], it is to be corrected to [xxxxx].

The east-west street is named [xxxxx], it is to be corrected to [xxxxx].

NOW, THEREFORE, The County Engineer request that the described platted street names be corrected to read “[xxxxx]” and “[xxxxx]”...

2. Resolutions or Ordinances for street name changes

Resolutions or ordinances are generally used after buildings or houses have been built along a roadway.

Sample Resolution

A RESOLUTION CHANGING THE NAME OF CERTAIN STREETS IN SEDGWICK COUNTY, KANSAS, AND REPEALING ALL ORDINANCES AND/OR RESOLUTIONS OR PARTS THEREOF IN CONFLICT HEREWITH.

BE IT RESOLVED BY THE [BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS]:

SECTION I. That after hearing the recommendation of the [xxxxx] Planning Commission, the name of certain streets should be, and the same are hereby changed from and after the effective date of this Resolution, and shall be known, named, and designated by the respective new names as follows:

[Old name 1] and [old name 2], as platted in [addition name] Addition, be changed to [NEW NAME 1] and [NEW NAME 2] RESPECTIVELY.

SECTION II. That all other names previously assigned, either officially or otherwise to such streets, are hereby made null and void.

SECTION III. This Resolution shall take effect and be in force from and after its adoption and publication.

DATED this [xth day of month 20xx].

[BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS]

3. Possible Reasons for an Address Number Change

-  Number is out of proper sequence
-  Number series presently in use is incorrect or misleading
-  Odd or even number on wrong side of roadway
-  Principal entrance does not face the street as now addressed
-  New street intersection makes present number outmoded
-  Change of street designation
-  Designation of private roadway
-  Identical numbers on similar street
-  Not using assigned address
-  No address presently assigned
-  Change from rural route and box number to urban type address
-  Present address is misleading
-  Annexation into a new grid system

Appendix B: Sample Address Ordinance, Code or Resolution

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING AUTHORITY FOR NAMING ROADS AND ADDRESSING PREMISES LOCATED IN THE UNINCORPORATED AREAS OF [XXXXX] COUNTY, KANSAS

WHEREAS, the Board of County Commissioners of [xxxxx] County, Kansas (“County”) has determined the need to adopt specific regulations which establish the method and manner by which: (1) numbers are assigned to buildings and structures; and (2) names are assigned to streets and roads located in the unincorporated areas of [xxxxx] County, giving consideration to certain areas of influence; and

WHEREAS, K.S.A. 19-2961(d) authorizes the Board of County Commissioners to name or rename streets and to number and renumber business and residence addresses in the unincorporated portion of the County; and

WHEREAS, the Board of County Commissioners has the power and authority to adopt and enforce the terms, conditions, and regulations established herein pursuant to (i) its general police powers to protect the public health, safety, morals, and general public welfare; (ii) the provisions of K.S.A. 19-101a *et seq.*; (iii) the provisions of K.S.A. 19-2961 (d); and (iv) all other applicable provisions of law.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF [xxxxx] COUNTY, KANSAS, that:

SECTION 1. [xxxxx] County Code Chapter 22, Article IV, Section 22-81 shall read as follows:

Sec. 22-81. Title.

Article IV of Chapter 22 of this Code shall be known as, and may be referred to as the “[xxxxx] County Addressing Code.”

SECTION 2. [xxxxx] County Code Chapter 22, Article IV, Section 22-82 shall read as follows:

Sec. 22-82. Purpose.

The purpose of the regulations contained in this Article is to provide for and enforce the uniform naming and marking of all streets and roadways used for public conveyance in [xxxxx] County; to provide for and enforce a uniform building numbering system along said streets and roadways in order to preserve and promote public health, safety and welfare; to establish an “Address Coordinator” who shall determine the official names and numbers to be used in addressing; to establish a process for appealing decisions of the Address Coordinator.

SECTION 3. [xxxxx] County Code Chapter 22, Article IV, Section 22-83 shall read as follows:

Sec. 22-83. Definitions.

For the purpose of this Article, certain terms used herein shall be defined as follows:

Address grid: an addressing system for a geographical area reflecting a building numbering scheme with reference to the grid base lines.

Blocks: A block on a street running north and south shall be a length of approximately 660 feet, or 8 blocks per mile section. A block on a street running east and west shall be a length of approximately 330 feet, or 16 blocks per mile section.

Grid base lines: two intersecting roadways (one north-south, the other east-west), the intersection of which is the center point of the address grid. The grid base lines for the unincorporated areas of [xxxxx] County shall be: [xxxxx] Avenue and [xxxxx] Street (intersecting within the City of [xxxxx], Kansas).

Roadway: any road, street, avenue, drive, lane, cartway, tramway, easement, right-of-way, access area, highway, thoroughfare, highway, boulevard, or any other corridor used for or having the potential use as a means of conveyance by a motor vehicle.

Street Name: the official name of any roadway, designated by the Board of County Commissioners.

SECTION 4. [xxxxx] County Code Chapter 22, Article IV, Section 22-84 shall read as follows:

Sec. 22-84. House and Building Numbers.

All houses and buildings, except accessory structures, which have access to public or officially recognized private roadways in unincorporated [xxxxx] County, Kansas shall be numbered and designated using an address grid system as follows:

- A. For roadways running north and south, numbering shall commence with number 100 at the northeast and southeast corners and with number 101 at the northwest and southwest corners of each roadway at its intersection with [xxxxx] Avenue within the City of [xxxxx], Kansas, and shall increase north and south at the rate of:
 1. 100 numbers for each block; and
 2. One number sequentially for each twenty-foot space along the building line of the roadway within each block with odd numbers being assigned to houses and buildings on the west side and even numbers to houses and buildings on the east side.
- B. For roadways running east and west, numbering shall commence with number 100 at the northeast and northwest corners and with number 101 at the southeast and southwest corners of each roadway at its intersection with [xxxxx] Avenue within the City of [xxxxx], Kansas, and shall increase north and south at the rate of:
 1. 100 numbers for each block; and
 2. One number sequentially for each twenty-foot space along the building line of the roadway within each block with odd numbers being assigned to houses and buildings on the west side and even numbers to houses and buildings on the east side.

SECTION 5. [xxxxx] County Code Chapter 22, Article IV, Section 22-85 shall read as follows:

Sec. 22-85. Appointment of and duties of Address Coordinator.

(a) The County Manager shall designate an "Address Coordinator." The duties of the Address Coordinator shall include: 1) designation of the official number of any building; 2) determining the official name of a roadway; and 3) preparation of written guidelines and policies to be used in making said designations and determinations.

(b) The Address Coordinator is authorized, empowered and directed to make such exceptions to the numbering system as may be made necessary by the irregular routing of roadways, by the use of named private streets; or by any other circumstance under which application of the numbering system set forth in section 22-84 is impossible or produces a result which is not consistent with the orderly and uniform numbering of houses and buildings.

(c) The Address Coordinator is authorized, empowered and directed to correct inconsistencies in street numbers assigned or otherwise in use by reassigning a street number consistent with section 22-84 and this section and requiring the property owner or owners to post such reassigned street numbers as provided in section 22-86.

(d) Before making a reassignment of street numbers as provided in subparagraph (c) above, the Address Coordinator shall notify the affected property owner in writing of such reassignment.

(e) Duties or responsibilities assigned to the Address Coordinator pursuant to this Resolution may be delegated to a subordinate.

SECTION 6. [xxxxx] County Code Chapter 22, Article IV, Section 22-86 shall read as follows:

Sec. 22-86. Duty of owner or occupant to post or place numbering; size; consistent with official numbering.

The owner or occupant of each and every house or building in unincorporated [xxxxx] County is required to place on the house or building, in a conspicuous place, non-alphabetical, Arabic numerals of at least four (4) inches in height. Numerals shall be in conformity with and according to the provisions of sections 22-84 and 22-85, neat, contrasting to the background and of a permanent quality. Separate suite, unit, or apartment numbers shall be posted as well.

House numerals shall be placed on the structure so that they may be viewed from the roadway. If, however, placement on the structure would prevent the numerals from being visible due to: 1) landscaping; 2) other obstructions; or 3) the setback is more than one hundred (100) feet from the center line of the roadway which fronts the structure, then the assigned number shall also be placed at or near the driveway which serves the structure.

SECTION 7. [xxxxx] County Code Chapter 22, Article IV, Section 22-87 shall read as follows:

Sec. 22-87. Duty of owner or occupant to correct illegible or incorrect number; notice.

In the event any building or dwelling house within the area provided for in this article shall be unnumbered or incorrectly numbered, or the number thereof shall have become defaced or illegible, it shall be the duty of the owner of the same to cause such building or dwelling house to be numbered correctly within ten days after notification by the county's Address Coordinator to do so.

Such notice may be served by leaving a copy thereof at the building or dwelling house in charge of any adult person found there, or it may be given by posting such notice on the building door or at the entranceway to such building. Such notice shall specify the correct number of the building. No person shall deface, remove or destroy any notice so posted until the building on which the same is posted has been correctly and properly numbered.

SECTION 8. [xxxxx] County Code Chapter 22, Article IV, Section 22-88 shall read as follows:

Sec. 22-88. Assignment of names to private roadways.

(a) Any property owner may request in writing that the portion of a private roadway running through said owner's property be named and that such name be officially recognized by the County. When a property owner makes such a request, it shall be the duty and responsibility of the person or persons requesting recognition and naming of such roadway to file with the Address Coordinator a copy of a site plan prepared with sufficient detail to locate such private roadway.

(b) Requests for recognition and naming shall be made to the Address Coordinator and shall be acted upon consistent with a policy of maintaining uniformity and consistency in the names of roadways and the numbering of houses and buildings within the County so as to insure the ready and efficient location

of houses and buildings by the fire department, sheriff's department, other emergency services and the public.

(c) In the event such a private roadway is named and such name is officially recognized by the County, it shall be the responsibility of the property owner to erect and maintain a roadway sign or signs of the same type, size and color as street signs installed by the County on public roadways. Such sign, by suffix or subsidiary sign element, shall identify the roadway by adding "Private Street," or "Private St." or "Pvt. St." It shall also be the responsibility of the property owner to file with the register of deeds of [xxxxx] County a copy of a site plan which accurately reflects the roadway as named.

(d) In the event the signs referred to in paragraph (c) above are not erected or maintained as provided in said subsection, the county is authorized to erect such signs with the cost thereof to be assessed against the property owner or owners abutting said private roadway.

SECTION 9. [xxxxx] County Code Chapter 22, Article IV, Section 22-89 shall read as follows:

Sec. 22-89. Recognition of Public Roadway.

The Address Coordinator shall recognize names of public roadways in such a manner consistent with the addressing guidelines.

SECTION 10. [xxxxx] County Code Chapter 22, Article IV, Section 22-90 shall read as follows:

Sec. 22-90. Assignment of numbers to new buildings or structures.

Upon the approval of a final plat, the Address Coordinator shall assign a temporary number to such building parcels in conformity with the provisions of this article concerning the numbering of buildings.

Upon the [xxxxx] County Code Enforcement's issuance of a building permit for a new structure, the temporary number will become permanent. Any requested modifications to the temporary number shall first be approved by the Address Coordinator including the number assignments of lots, units, apartments, suites, etc. for multiple occupancy parcels.

SECTION 11. [xxxxx] County Code Chapter 22, Article IV, Section 22-91 shall read as follows:

Sec. 22-91. Assignment of numbers to existing buildings or structures.

Within one year, the Address Coordinator shall assign a number to existing buildings, structures or premises known to the Address Coordinator which are located in the unincorporated areas of [xxxxx] County, Kansas. If possible, the number assigned shall be that which is currently being used on the effective date of this resolution.

SECTION 12. [xxxxx] County Code Chapter 22, Article IV, Section 22-92 shall read as follows:

Sec. 22-92. Appeal.

Any applicant may appeal, to the governing body of the County, the Address Coordinator's assignment of an address and/or the naming of a public or private roadway. Such appeal shall be in writing setting forth with sufficient particularity the decision appealed from and the reasons why such decision should be reviewed. An appealing party shall have the right to be heard and to present evidence at a hearing set for such purpose. No such appeal shall be considered by the governing body of the County unless written notice of appeal is received by the governing body no later than twenty days after the decision appealed from is rendered.

A property owner may appeal to the governing body of the County, the Address Coordinator's reassignment of street numbers. Such appeal shall be in writing setting forth with sufficient particularity the decision appealed from and the reasons why such decision should be reviewed. An appealing party shall have the right to be heard and to present evidence at the hearing set for such purpose. No such appeal shall be considered by the governing body of the County unless written notice of appeal is received by the governing body no later than twenty days after the decision appealed from is rendered.

SECTION 13. [xxxxx] County Code Chapter 22, Article IV, Section 22-93 shall read as follows:

Sec. 22-93. Penalty.

The failure of the owner or occupant of a house or building to comply with the provisions of sections 22-86, 22-87 and 22-88 shall constitute a class "F" violation. Every day said owner or occupant fails to comply with said sections shall constitute a separate and distinct violation.

SECTION 14. Costs.

Costs of compliance with the provisions of this resolution will not be borne by County or entities thereof.

SECTION 15. Severability.

If any section, sentence, subdivision or clause of this resolution shall for any reason be held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this resolution.

SECTION 16. Effective date.

This resolution shall become effective upon publication once in the official county newspaper.

Appendix C: List of Address Grids in Sedgwick County

Grid/City	North/South Divider	East/West Divider
Wichita/Sedgwick County *	Douglas Ave	Main St
Andale	1st Ave	Andale Rd
Bentley	Main St	Wichita Ave
Cheney	Santa Fe St	Main St
Clearwater	Ross Ave	Tracy Ave
Colwich	Wichita Ave	1st St
Derby	Washington St	Baltimore Ave
Garden Plain	South of Ave D	295th St W
Goddard	Santa Fe St	Main St
Haysville	Grand Ave	Main St
Kechi	Kechi Rd	Oliver St
Maize	Albert Ave	Park Ave
Mt Hope	Main St	Ohio St
Mulvane	Main St	2nd Ave
Sedgwick	1st St	Madison Ave
Valley Center	Main St	Meridian Ave
Viola	Park Ave	Main St

* The Cities of Bel Aire and Park City use the Wichita/Sedgwick County Address Grid.

Appendix D: “Retired” Wichita and Sedgwick County Street Names

In the interest of public safety, the following will no longer be permitted as street names in Wichita and Sedgwick County for at least one of the following reasons:

-  Duplication within the same grid (see Appendix C) or with surrounding cities
-  Contains a number, direction, or street type
-  Difficult to pronounce and/or spell

Acadia	Charron	Lieunett	Saddle Brooke
Alameda	Circle Lake	Louis	Saddlebrook
Albert	Clay	Mason	Saint Andrew
Alexander	Coliseum	Meadow	Saint Andrews
Aley	Colorado	Mohawk	Sequoia
Allen	Curtis	Mystic Lakes	Sequoya
Anita	Derrick	Navajo	Shadow
Apache	East Park View	Ninebark	Shari
Arapaho	East Pky	Nineiron	Sharon
Arcadia	East Point	North	Shelley
Aspen	East Valley	North Lakeview	Shelly
Autumn	Eastmoor	North Point	Sherry
Barlow	Eastview	North Shore	Somerset
Bartlow	Fairhaven	North Valley	South
Beech	Fivewood	Northeast	South Brooke
Bernice	Forest Park	Northridge	South Fork
Berniece	Foulois	Northview	South Lakeview
Birdie Lane	Greenway	Oak	Southcrest
Blue Stem	Harvest	Oakwood	Southgate
Bluestem	Hawthorne	Old Trail	Southridge
Boulevard	Highland	Onewood	Southway
Bounous	Hillcrest	Patricia	Southwood
Breeze	Hilltop	Peach Tree	Spring
Britain	Hollywood	Piaute	Stonebridge
Britton	Iva	Plaza	Stoneridge
Brookhaven	Ivah	Pueblo	Stoney Point
Cain	Jackson	Reay	Stony Point
Campos	Julia	Reeds Cove	Stratford Ln
Campus	Julia North	Remington	Stratford Row
Cardinal	Julia West	Ridgefield	Summerset
Catherine	Kane	Ridgewood	Sunnydale
Cedar	Katherine	River	Sunnydale Lake
Central Park	Kiowa	Riverside	Sunnydell
Cessna	Lakeside	Robinson	Sunrise
Champion	Lakewood	Rosewood	Threewood
Champoins	Learjet	Ross	Timber Ridge

Timberidge	West Lynn	Westlake	Westwind Bay
Timberridge	West Park View	Westlakes	White Tail
Timothy	West Pky	Westlawn	Wild Rose
Tjaden	West Shore	Westlink	Willo Esque
Tlalnepantla	West Wind Lake	Westover	Willow
Toh N Hah	Westchester	Westport	Willow Creek
Valley View	Westdale	Westridge	Winchester
Valleyview	Westfield	Westview	York
Watson	Westgate	Westwind	

The following words have been retired as parts of street names due to overuse. The current frequency of use is listed for each word.

Brook	47
Creek	66
Field	36
Green	25
Hill	45
Lake	70
Meadow	34
Park	49
Ridge	72
Spring	27
View	57
Wood	152

Note: These lists may be amended by the Address Committee as needed.

Appendix E: Address Committee and Appeal Committee Membership

ORGANIZATION	MEMBER NAME	CONTACT
METROPOLITAN AREA BUILDING DEPT(MABCD)		
METROPOLITAN AREA BUILDING DEPT(MABCD)		
SEDGWICK COUNTY GIS		
SEDGWICK COUNTY GIS		
SEDGWICK COUNTY FIRE		
CITY OF WICHITA FIRE		
DEVELOPER		
DEVELOPER		
AGENT		
AGENT		
WICHITA AREA BUILDERS ASSOCIATION (WABA)		
WICHITA AREA BUILDERS ASSOCIATION (WABA)		
EVERGY		
EVERGY		
UNITED STATES POSTAL SERVICE		
2ND & 3RD CLASS CITY REPRESENTATIVES		

All interested parties are encouraged to attend and participate in the process.

2ND & 3RD CLASS CITY REPRESENTATIVES

ORGANIZATION	MEMBER NAME	CONTACT
VALLEY CENTER		
GODDARD		
MAIZE		
HAYSVILLE		
DERBY		
PARK CITY		
KECHI		
GARDEN PLAIN		
CHENEY		
COLWICH		
CLEARWATER		
MULVANE		
BEL AIRE		

APPEAL COMMITTEE MEMBERSHIP

METROPOLITAN AREA BUILDING DEPT(MABCD)		
SEDGWICK COUNTY GIS		
SEDGWICK COUNTY FIRE/CITY FIRE/2ND/3RD CLASS CITY EMERGENCY SERVICES REPRESENTATIVE		
WICHITA AREA BUILDERS ASSOCIATION (WABA)		
EVERGY		
2ND & 3RD CLASS CITY REPRESENTATIVE		

Glossary

Address grid - an addressing system for a geographic area that reflects the house numbering increment and the grid base lines.

Arterial streets - major through roads, they are often 4-lane streets. Includes most mile-section roads in Sedgwick County.

Collector streets - streets that empty out neighborhoods and subdivisions to the main arterial roads.

Cul-de-sac - a short street that begins at an intersection and then runs into a dead end. Most often referred to as a Court or Circle in Sedgwick County.

Geocoding - the process of assigning a geographic code to a record, event or occurrence. Used to build a database relationship between addresses and geospatial features so geographic coordinates can be assigned to the address.

Grid base line - the two streets, one north-south, the other east-west, whose intersection is the center point of the address grid.

Grid quadrants - the four areas of the address grid, made by the intersection of the grid base lines.

Hidden street - a street that is not easily found. A short street usually only accessible by another minor street or streets.

Kansas Geospatial Data Addressing Standard - a Kansas standard developed to promote data consistency. It defines attributes, address components, and data characteristics for address databases.

Mailing address - US Postal Service address format, used to deliver mail. Mailing addresses, as used by local governments, may even be out-of-state for a property owner. Mailing addresses may not match situs address.

Parity - the consistent use of even numbered addresses on one side of the street and odd numbered addresses on the opposite side of the street.

Plat map - a division of land represented by a formal drawing, with signatures indicating approval by appropriate parties. The final plat shows proposed lots, roads, utility easements, building setback lines, drainage areas, among other information and is accompanied by any necessary supporting legal or technical documents.

Preliminary plat map - a proposed division of land represented by a drawing indicating future lots, roads, road names, utility easements, building setbacks, drainage areas, etc. and the relationship to adjoining lands. Preliminary plats are submitted to local planning authorities for review before being finalized.

Site address - also called situs address. A site-specific address used to describe the location of a property. A site address is composed of such components as street number, street name, street type and street direction. It also includes address sub-numbers for identifying multi-occupancy properties and parcels.

Street name continuity - the use of one street name throughout the length of a street whether there are gaps or not.

Theoretical address - an unofficial address assigned to a vacant parcel.

Vanity street name - a street named after a company, corporation, individual, etc., usually as a condition of a land dedication.

Resources

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