
**THE VILLAGE OF HOMER GLEN
WILL COUNTY, ILLINOIS**

ORDINANCE

NUMBER 13-012

**AN ORDINANCE CREATING A UNIFIED SYSTEM FOR
ADDRESS ASSIGNMENT AND MAINTENANCE**

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AN ORDINANCE CREATING A UNIFIED SYSTEM FOR ADDRESS ASSIGNMENT AND MAINTENANCE

WHEREAS, the Village of Homer Glen, Will County, Illinois (the “*Village*”) is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and perform any function pertaining to its government and affairs (the “*Home Rule Powers*”); and,

WHEREAS, pursuant to the provisions of the Illinois Municipal Code, the corporate authorities of each municipality may regulate the numbering of buildings and lots (ILCS 5/11-80-18) and may name originally and may change the name of any street, avenue, alley, or other public place (ILCS 5/11-80-19): and

WHEREAS, the President and Board of Trustees of the Village of Homer Glen have determined that it is necessary and in the best interests of the Village to implement a uniform address system throughout The Village of Homer Glen to locate specific parcels of property, improve emergency and other services to residents throughout the Village and develop a systematic method of determining a correct address within the Village.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF HOMER GLEN, WILL COUNTY, ILLINOIS, BY AND THROUGH IT’S HOMERULE POWERS, AS FOLLOWS:

Section 1: Recitals – The foregoing recitals are hereby incorporated into this Ordinance as if fully set forth herein.

Section 2: Purpose- This ordinance is enacted to provide a plan for the standardization of street names and site addresses throughout the Village of Homer Glen’s corporate limits. This plan shall be documented within street address data standards for use by address authors within the village. The standards must, at a minimum, provide for the following objectives:

1. Describe a way to express the content, applicability, data quality, and accuracy of an address dataset or data element.
2. Provide a consistent and logical scheme for the assignment of street and address elements.
3. Provide a method for documenting the content of address information in order to facilitate street address data exchange.
4. Provide a statement of best practices for street address data content and classification.

5. Codify some commonly used units of address information, referred to as address elements, and thereby provide standardized terminology and definitions to alleviate inconsistencies in the use of address elements and to simplify the documentation process.

Section 3: Definitions- For the purpose of these standards and guidelines, certain terms are defined. Any word or phrase, which is defined in this section, shall have the meaning assigned to it by this section whenever the word or phrase is used.

Address. A combination of a set of numbers and a road name.

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 the village.

Avenue. A wide street or thoroughfare.

Boulevard. A broad thoroughfare with landscape, sidewalk, or pedestrian improvements, often with a landscaped median or center divider, that functions as a linear open space.

Campus. Properties containing a large area of grounds with two or more buildings, parking lots and decks, such as for hospitals or medical centers, conference centers, churches, sport or recreational facilities, or universities and schools.

Circle. A street with a single common entrance and exit. However, in some instances the circle may intersect with another street only once. In other words, a circle is a street that dead-ends. Circles shall be named the same as the original roadway but with the proper street name.

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

Court. A relatively short, uninterrupted street with a single common entrance and exit. Courts usually terminate in a curved dead-end.

Crossing. A roadway that traverses an important feature such as a railroad, or waterway. In many cases, crossing is a historical designation for what was once the only route of

transport over a prominent feature. Many roadways retain this designation even if that feature is now passable at many points or has ceased to exist.

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 the village.

Drive. A curvilinear street of appreciable length continues through to other rights-of-way.

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 Cell. A cell labeled with letters and numbers corresponding to a three (3) blocks (east-west) and by two (2) blocks (north-south) area.

Grid Base line. The two (2) streets, one north-south, the other east-west, whose intersection is the center point of the address grid.

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

Lane. A narrow path or road.

Mailing address. U.S. 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.

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.

Parkway. A special scenic street or park drive.

Place. A relatively short, uninterrupted dead-end 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 accomplished 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.

Road. A limited thoroughfare that is frequently used and often allows heavy traffic volume. A road may run in any direction.

Site Address. Also called situs address. A site-specific address used to describe the location of the 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. A public way or thoroughfare usually for public transportation purposes.

Street Address Advisory Group- members shall include representatives from the Village of Homer Glen, Will County Sheriff's Department, Homer Township Fire Protection District, Northwest Homer Fire Protection District, New Lenox Fire Protection District, Mokena Fire Protection District, Regional Postmaster, and Will County 9-1-1.

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

Structure. Anything constructed, erected or placed with a fixed location on the ground and includes, but is not limited to, dwellings, houses, mobile homes, businesses, and buildings which may have need or cause to have an address.

Theoretical address. An unofficial address assigned to a vacant parcel.

Trail. A curvilinear street.

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

Way. A widely applied thoroughfare designation, usually located at the entrances of residential areas for aesthetic purposes.

Section 4: Grid Structure- The Village of Homer Glen address system is set up on a grid structure. The arterial roads are generally spaced one mile apart throughout most of the village. Occasionally, a natural barrier, such as a waterway, may break the pattern. The Village

of Homer Glen's numbering system is based from the starting point intersection of State Street and Madison Street in the City of Chicago extending outwardly to the Village of Homer Glen. In the Village of Homer Glen, east/west addresses range from 12000 W to 18018 W and the north/south addresses range from 12100 S to 18670 S.

The system defines eight (8) blocks equal to one (1) mile. Each block is approximately six hundred sixty (660) feet long. In addressing there are sixty-six (66) possible numbers per block, consisting of thirty-three (33) odd numbers and thirty-three (33) even numbers each being evenly spaced out every twenty (20) feet. North and west sides of the street have even numbers. South and east sides of the street have odd numbers.

The village's grid structure for the addressing atlas includes the entire Village of Homer Glen corporate limits. The origin cell "A01" is located in the northeast corner of the address atlas (see Appendix A). Each grid cell is composed of at least one (1) letter and two (2) numbers. From east to west, the cell numbers increase from 01 to 28, and from north to south the alphabetical letters progress from "A" through "Z". Once each of the alphabetical letters have been used, the lettering continues at the beginning of the alphabet using two (2) of the same alphabetical letters from "AA" to "OO". Each cell represents one page in the atlas and focuses on three (3) blocks for east to west, and two (2) blocks for north to south.

Section 5: Addressing Procedure-New individual address assignment.

1. The request shall be made for an address assignment to the Village of Homer.
2. Once the request is received, the Village of Homer Glen will identify and locate the specific parcel using the site plan and legal description, and verify the request with local and county technical documentation.
3. Review of proposed new address assignment by Street Address Advisory Group for comment.
4. Process the request for a new address assignment, with official notification in all cases to property owners, Will county 9-1-1, respective Fire District, US Postal Service, and Will County Assessor. Said assigned address shall be the official address of the property on the effective date shown on the notice.

It shall be the policy of this ordinance to discourage the practice of changing existing addresses or address numbers which are already in use except:

1. If the existing address number is not in sequence and or does not run consecutively in the same direction as the village address system.

2. If the existing number is such that the assignment of address numbers for new structures is not practical and in keeping with the requirements.
3. When a new street is constructed, or recognized, which results in the most appropriate address for a structure to be on the new street rather than the original street such as where a structure is previously on land locked property and for example, then has a new street built to service it.
4. If it is determined that an address needs to be changed for safety and emergency purposes.
 - 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.
 - Present address is misleading.

Section 6: Notification of Number Change and Enforcement- In all cases, property owners, tax assessee(s) of record, Will County 9-1-1 Emergency Telephone System, Local Fire Protection Districts, U. S. Postal Service, or person (s) having use or control of the property and/or structures shall receive official notification of the change in address in advance of the changes. These notices shall state the old and new address, effective date of the change, and penalty for not displaying the new numbers.

Section 7: Components of an address- A site address shall contain the following components:

- | | |
|-----------------------|-----------------------|
| 1. Road Number | 8. Unit Type* |
| 2. Road Name | 9. Sub Unit Type* |
| 3. Directional Prefix | 10. Sub Unit Number* |
| 4. Road Type | 11. Suite Number* |
| 5. City Name | |
| 6. State | * Optional Components |
| 7. Zip Code | |

Example: 16030 S. Ridgewood Drive

Road Number: 16030

Road Name: Ridgewood

Directional Prefix: S
Road Type: Dr.
City Name: Homer Glen
State: IL
Zip Code: 60491

Section 8: Standard for Street Number Assignment- Address Numbers. Address numbers shall consist entirely of numbers. This includes street numbers, unit numbers, subunit numbers, and suite numbers. Characters such as hyphens, alpha- characters, and fractions are not acceptable (i.e. 24560 A-1, 24560A and 24560½).

The address number is a unique numerical identifier based on the address grid. The address number shall be five (5) digits in length. The numbering system continues to increase southerly and westerly. In the case where a structure is subdivided into more than one occupancy, a unit type and unit number shall be assigned.

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 13000 shall not be assigned on a block with a potential address range of 12000-12099. In cases where no structures exist on parcels overlapping two (2) blocks, the block number with the address range that contains the greater portion of the parcel shall be assigned. In cases where a structure exists on a parcel overlapping two (2) blocks, the block number with the address range that contains the greater portion of the structure shall be assigned. In instances where this may cause conflict in address interval assignment, the address range may be left to the discretion of the street address advisory group for number assignment.

Address Parity. In the Village of Homer Glen, even numbers are located on the north and west sides of the street and odd numbers are located on the south and east sides of the street. This is known as address parity. Addresses across the street from one another shall be comparable. If 13515 is used on the odd-numbered side of the street, numbers close to 13514 or 13516 shall be used on the even side. This is not always possible in practice, particularly on curving streets, but it shall be followed as closely as possible.

Numerical Sequence. All existing parcels and structures within the Village of Homer Glen shall have a valid numerical address. All new parcels and structures within the village shall be provided with an approved numerical address. The Village of Homer Glen shall approve the use of all proposed numerical addressing within the village after consultation with the street address advisory group.

Assignment of addresses must be done in numerical sequence along a street. Address numbers shall increase as they move either southerly or westerly from the corresponding point on the address grid and they shall not be assigned out of order. For instance, 16331 shall not fall between 16313 and 16325.

Address Intervals. The Village of Homer Glen must consider both current and future development for assigning address numbers. Future growth may make it necessary to insert address numbers between those currently being assigned. Planning shall include a large enough numbering interval to allow for expansion and growth. Even numbered addresses (i.e. 12310, 12314, 12318, etc.) shall be used to identify all lots located on the north and west side of the road. Odd numbered addresses (i.e. 12311, 12315, 12319, etc.) shall be used to identify all lots located on the south and east side of the road. Assignment of address intervals shall be determined upon the number of structures that need to be numbered within each block.

Duplicate numbers. No duplicate numbers shall be assigned on a street. This includes addresses on streets that are extensions of a main street (i.e. place, courts and circles). If there is a 15540 S. Rock Dr., then there shall not be a 15540 S. Rock Ct.

Long Streets. In subdivision developments having long blocks with no intersecting streets, addresses shall correspond with the appropriate address range for each section of the block.

Corner Lots. A structure located at the corner of two (2) intersecting streets shall be addressed from the street from which the front door is positioned. A request for a business to be addressed with a major street address shall not be permitted unless the major street borders that property, and the front door is obscured or invisible from the major street.

Courts. A court shall have the same name as the street from which it branches (Figure 1). However, in the case where more than one court branches off the same street, each court shall have a different street name than the street from which it branches. In each of the cases listed above, the street type classification for each of the courts shall be a court.

The numbering pattern for courts shall follow the numbering pattern, interval, and direction for the Village's address grid system and shall not continue from the street from which it branches. Likewise, in the case where there is more than one (1) court off the same street, each court shall follow the address interval relative to its location on the address grid system with no courts duplicating address intervals from the other courts. In other words, in this instance, no court shall be assigned the same address. Courts shall have the even and odd address numbers meet at the closed end of the street.

Circles. A circle is defined as a court that terminates at the end of a street. The name, numbering pattern, interval and direction are continued from the street on which the circle stems. The street type classification circle may be used to name the entire street, or it may be used to name the court portion of the street only if there is a natural breaking point, such as an intersecting street that may separate and distinguish the two (2) sections (See Figure 2). Circles shall be numbered like any regular street and have the even and odd address numbers meet at the closed end of the street.

Closed Loop. If a street forms a closed loop, addressing shall proceed clockwise from the base of the loop of the street from which it branches. Closed loops shall be numbered like any regular street and shall have the even and odd address numbers meet at the closed end of the loop.

Crescents. A crescent is defined as a street that intersects at two (2) points from the same collector street. Crescent streets are numbered consecutively starting from one point and terminating at the second point. The street numbers for this street configuration shall not be assigned consecutively from the street from which it extends. Instead, the street numbers shall be assigned according to the direction in which it covers the greatest distance being north/south or east/west. Likewise, odd numbers shall be located on the south and east sides of the street, with even numbers on the north and west sides of the street (See Figure 3).

Streets that change direction. For streets that change direction, the street shall retain its original address grid and range throughout its entire length no matter how many times the roadway turns or bends (See Figure 4). In the instance where the street curve shifts at a 90-degree angle changing the major direction of the street, it may be acceptable to assign a new street name (See Figure 5). However, streets with more than one (1) curve may not follow this exception as it may produce a hidden street. Likewise, this method shall not be used if the second street at the 90-degree angle is very short.

Vanity street names. A vanity street is a street named after a company, corporation, individual, etc., usually as a condition of a land dedication. If vanity street names are used, their numbering shall be consistent with the address grid. Acme Company shall not use “Number One Acme Drive” as their address but must be numbered according to the established address range. In addition, vanity street names shall not be for only a segment of a street, but if used must be for the entire street length.

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 preassigned as a guide. For example, theoretical addresses are usually assigned to the lots in approved residential subdivisions before

new homes are built. For geographic information systems (GIS) referencing purposes an unofficial address shall be assigned to each 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 thousand block range. For example, a vacant parcel on the even side of the 15000 block would be addressed as 15050 rather than 15000 or 15002. Sometimes a very large parcel, such as in a rural setting, will reside in more than one thousand block range. Like the previous example, the unofficial address shall be about halfway between the ranges. If the parcel occupies two (2) blocks, such as between 17000-19000, it would be given an address of 18000. 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 address assigned by a building permit. This would be in cases where the expected pattern of development for a vacant parcel shall require different or additional addresses. General address standards would then apply. However, whenever possible, the unofficial address shall be issued as the official address on the building permit.

Single family residential development. All residential subdivision developments shall be assigned one development or project address as approved by the village. This address shall be the same as the existing parcel address maintained in the master address database, or shall be assigned another address if the parcel is to be subdivided. This address shall be used to identify the property until the street address advisory group approves addresses for each individual lot within the subdivision. Each proposed lot within a single family residential development shall be assigned one numerical address. However, no lot shall use theoretical or existing parcel address. After the subdivision has been fully developed, the theoretical address shall no longer be used, but shall be listed as a historical address in the master address database.

Sales, construction, and other miscellaneous structures and trailers used during the construction of projects shall use the project address assigned to the development. All temporary structures and trailers shall be assigned a designated unit number approved by the village. Temporary unit numbers shall be numerical in sequence (100,101,102, etc.) based upon the order in which the structures are placed on the project site

Duplexes and Townhomes. Duplexes and townhomes shall be assigned individual street numbers for each residence following the appropriate numbering pattern, interval and direction stipulated for individual lots. In cases where duplexes and townhomes are perpendicular to the street from which it is being addressed from, street numbering shall be left to the discretion of the Village.

Stacked addresses. Houses or trailers behind or next to other houses or trailers sharing a common driveway shall be given separate street numbers. Assign the first possible number to the front house and the second number to the next house, etc. If the structures are next

to each other, numbering shall continue in sequence. This is much preferred over the use of hyphenated, alphanumeric, or fractional numbering (i.e., 12437-2, 12437B, 124371/2).

Commercial development- Single building projects. The theoretical address or development address shall be used for the proposed structure if the proposed structure frontage faces the street used to address the project. If the proposed structure frontage faces in the opposite direction, a new structure address shall be assigned.

If the development site is to be subdivided, a new address shall be assigned for the proposed structure and it shall be consistent with the range of addresses in the village's master address database for each of the pre-subdivided properties.

Unoccupied structures such as storage buildings and fire pump buildings shall not be assigned a numerical address.

Sales, construction, and other miscellaneous structures and trailers used during the construction of projects shall use the project address assigned to the development. All temporary structures and trailers shall be assigned a designated unit number approved by the village. Temporary unit numbers shall be numerical in sequence (100, 101, 102, 103, etc..) based upon the order in which the structures are placed on the project site.

Commercial Development- Multi building complexes. One development or project address shall be assigned to the new project by using the address of the parcel the project shall be located on. This address shall be the same as the existing parcel address maintained in the master address database, or shall be assigned another address if the parcel is to be subdivided. This address shall be used to identify the property until the street address committee approves addresses for each individual structure on the development or project site.

Commercial projects shall be assigned an individual numerical address for each occupied structure on the site. Address numbers shall be consistent with the range of addresses found along the street or road in which they face, Each structure shall be assigned numbers in sequence by tens (10's) if the address range and number of proposed structures allows for it; otherwise numbers shall be assigned utilizing the best fitting sequence scheme available. Unoccupied accessory structures such as storage buildings and fire pump buildings shall not be assigned a numerical address.

When assigning individual structure or lot addresses to the project, the original development address shall not be used for any of the occupied structures or lots. Instead, it shall be listed as a historical address in the master address database.

Sales, construction, and other miscellaneous structures and trailers used during construction of projects shall use the project address assigned to the development. All temporary structures and trailers shall be assigned a designated unit number approved by the village. Temporary unit numbers shall be numerical in sequence (100, 101, 102, 103, etc...) based upon the order in which the structures are placed on the project site.

Parks. Parks shall be assigned one numerical address in the proper numerical sequence for the area.

Size of Street Numbers. Size and location. The figures used by owners or occupants of each building to identify the street address of that building shall be plainly visible from the middle of the street, shall not be less than six (6) inches high, and shall be located in a conspicuous place immediately over or by the side of the main entrance to the building facing the street or conspicuously displayed on the mailbox located at and applicable to the property.

Color and maintenance. Such numbers shall be of such color as to clearly contrast with the portion of the structure on which the numbers are affixed. The owners or occupants of each building shall maintain all numbers affixed to their respective building.

Form. Such numbers shall not be of script form.

Penalties. Failure to number. The owner or occupant of any store, residence or other building now erected, or which may hereafter be erected within the village, who fails to comply with the provisions of this article, shall be fined no more than seven hundred and fifty dollars (\$750.00) for the first offense.

Defacing numbers. Any person who shall willfully deface or remove any number placed upon any building in conformity with this article shall be fined no more than seven hundred fifty dollars (\$750.00) for the first offense.

Section 9: Standard for Street Name Assignment- Pronunciation. Street names shall be easy to pronounce and read in order for the public, children in particular, to easily speak the street name in an emergency situation. For the same reason, street names with confusing spellings shall likewise be avoided.

Appropriate. Street names will not be considered that are inappropriate and refer to race, color, sex, religion, national origin, ancestry, disability, or are regarded as generally offensive.

Confusing or generic streets. Confusing or generic street names shall not be used.

Similar sounding streets. Street names shall not duplicate or sound similar to other street names even in cases where the spelling is unique. Pearce and Pierce are not acceptable, nor shall 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 place, circle and court. For example, Oak Road, Oak Lane and Oak Street cannot all be utilized. However, using both Oak Road and Oak Court is acceptable, as long as Oak Court extends from Oak Road. Further explanation of the proper use of place, circle and court are covered in Sections 8 of this article. Proposed names shall also be rejected if one of the principal words in the name has already been used several times (i.e. Meadow, View or Wood).

Street name length. Street names shall be fourteen (14) characters or less, exclusive of prefixes and suffixes. Spacing between words shall be counted as characters. When the directional prefix and type are added to a long street name, the letters on the street sign will usually be smaller in appearance. 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 being able to read smaller letters on a sign.

Street name spacing. Street names shall be no more than two (2) words and unnecessary spacing in a name shall be avoided. For example, Forestview is much preferred over Forest View. A two-word street name is often compresses into one-word on a street sign to conserve space. This compression often misleads the public into believing that the street sign is the official name.

Numeric street names. Numeric street names shall be written using numbers rather than spelled out as words. Additionally, numeric street names shall include the TH, RD, ST or ND characters as part of the street name. For example, 3RD shall be used instead of THIRD or 3.

Abbreviations and punctuation. Street name, type, directional prefix, unit and subunit types shall all be capitalized in the master address database. Elements of a street name shall not be abbreviated with the exception of highways. For example, Mount Vernon and Saint Francis shall 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 shall be avoided in street names including periods after abbreviations, hyphens and apostrophes.

Geographic directions as part of street names. Geographic directions (north, south, east, west) shall not be used as part of the street name. While these do exist in the Village of Homer Glen, such as Easton Court and Westwood Drive, this practice shall be avoided in

future developments. When verbally giving an address such as these, it would be impossible to distinguish between E. on Court and W. Wood for example.

Additionally, the adoption of the Chicago Address Grid System in the village allows for only two (2) accepted prefixes: South and West. Therefore, north and east shall not be accepted as directional prefixes in the Village of Homer Glen.

Street types as part of street names. A street type, like a directional prefix, shall be avoided as part of the root street name. For example, a street named Winding Trail Drive is confusing since Trail and Drive are both street types. Country Walk Lane Court is another example where the street type Court was simply added without deleting the type Lane.

Street name Continuity. Street name continuity is the retention of one street name for the entire length of the street, including streets aligned with streets in adjacent subdivisions. This is not to be confused with street name duplication in which case streets that are not continuous are given the same name. Street name continuity shall be used when possible. Allowances can be made for gaps in a street's continuity as in cases of undeveloped land. However, if a case arises in which street name continuity has been established in two (2) or more subdivisions with a gap of undeveloped land in between, the gap, when developed shall continue that street and street name in its development to establish continuity. If the street shifts off-line by more than two hundred (200) feet, a new street name shall be assigned.

Street name duplication. Street name duplication shall not be allowed in the Village of Homer Glen. However, any new development that may be developed between an undeveloped area and an existing subdivision where a planned street aligns with an existing street in the developed subdivision shall be allowed to continue the name of that existing street in its development plans. However, in this case, the duplicate street must be parallel to the existing street and may not shift off-line by more than two hundred (200) feet in order to retain the existing street name.

Development names as street names. Street names shall not reflect the name of a development. Problems arise with implementing continuous street names through other subdivisions when a street name reflects the name of another development. Street names are not marketing tools; their purpose is to enable people to locate addresses readily.

Verify spelling. Street naming and spelling shall be consistent when an established street continues through a new subdivision. For example, Governour Street established in one subdivision shall not be spelled as Governor Street as it continues in another subdivision.

Legal and alias street names. Alias street names are other commonly used names for streets. Streets may also be known by different names, such as Bell Road is also known as County Road 16, and 159th Street is also known as Illinois Route 7. 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. Any such changes shall be registered in the county recorder of deeds office. Alias street names shall be tracked in the village's master address database for historical and emergency response purposes.

Village annexations. For arterial streets annexed by the Village of Homer Glen, it is understood the name of the street and the addresses shall conform to the Village of Homer Glen's naming conventions.

Section 10: Appurtenances and Utility Assets-Addressing for the following list of appurtenances and utility assets in the Village of Homer Glen shall be assigned as stated below:

Cable Panel Vaults	Storm water Outfalls
Electric Meters	Telephone Panel Vaults
Electric Pedestals	Utility Sheds
Electric Panel Vaults	Wastewater Services
Electric Power Poles	Water Backflows
Electric Reader Boards	Water Irrigation Meters
Hydrants	Water Service
Monument Signs	

Exceptions in the above exist for the following:

1. *Appurtenances located on the property line between parcels.* For appurtenances located directly on the property line between parcels, either one of the immediately adjacent parcel addresses may be used if both parcels are addressed off the same frontage street. If the adjacent parcels are addressed off different streets, the parcel address that contains the street the property line fronts shall be used. If several types of appurtenances are to be located on the same property line, all shall use the same address.
2. *Appurtenances located near a parcel but not on a parcel.* For appurtenances located near a parcel but not directly on the parcel, the situs address of the parcel located closest to the appurtenance shall be used to identify the asset.
3. *Appurtenances located in rights-of way medians.* Appurtenances located in street medians shall be addresses by utilizing the address of the parcel located closest to the median, or the parcel address where the power supply pedestal

for the appurtenance is located. When identical addresses are used for separate appurtenance locations, a location description shall be included.

4. *Traffic signals.* Traffic signal addresses are determined by the address of the parcel where the power supply pedestal for the traffic light controller box is located.
5. *Appurtenances and utility assets with separate addresses.* Addressing for the following list of appurtenances and utility assets in the Village of Homer Glen shall be assigned separate addresses:

Cell towers	Gas Pipelines
Water towers	Gas vaults
Wells	Gas Stations
Lift Stations	Pipes (Above Ground)
Electric Transformer Switching Stations	

Sections 11: Standard for Directional Prefixes-The standard directional prefixes are always abbreviated and capitalized, but no punctuation, including periods, shall be used. Standard directional prefix and suffix abbreviations include the following:

North – N	East- E
South – S	West- W

Although northwest (NW), northeast (NE), southwest (SW), and southeast (SE) are prefixes that may be used in some surrounding municipalities, they shall not be used in the Village of Homer Glen.

Directional prefix. A directional prefix is required as part of the official site address. The use of S and W, shall be the only acceptable directional prefixes used for addresses in the Village of Homer Glen. Any previous N or E prefix shall be listed as a previous prefix directional in the master address database.

Diagonal or curving streets. Diagonal or curving streets, with one street name, shall be determined to be either a north-south or an east-west street for its entire length, and shall retain the directional prefix throughout the entire length of the street. However, long streets with a 90-degree curve may sometimes be dealt with as two (2) separate streets with different names even if there is not an actual intersection. In this case, each street section with a unique name may have a different directional prefix.

Section 12: Standard for Street Type Assignment. Street types for the village shall include the following street types and abbreviations listed below.

Avenue-AVE	Boulevard-BLVD
Circle- CIR	Court-CT

Cove-CV	Crossing-XING
Drive-DR	Highway-HWY
Lane-LN	Parkway-PKWY
Place-PL	Road-RD
Route-RTE	Street-ST
Trail-TRL	Way-WAY

Correct use of street types. All streets shall have a street type. 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 shall 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 shall be avoided as part of the root street name.

Root street names. Once a root street name is assigned it must not be used again with a different type except in the case of *Court or Circle*. For example, the use of both Maple Lane and Maple Trail is not acceptable. However, Maple Lane and Maple Court are acceptable. The street type *Place* may also be used in this instance only if it extends from the street from which it is using the root street name.

Alley. An alley is a short, narrow passage, not commonly used for through traffic, and generally located behind buildings in between two (2) blocks. No addresses shall be assigned to structures from an alley.

Section 13: Street Naming Procedure. Naming streets and changing existing street names. An official name shall be given to a private street and approved by the Village of Homer Glen when:

1. The private street services five (5) or more residences or structures, or
2. The location and/or length of the private street are such that for safety and emergency purposes, it is more appropriate to name the private street than to assign addresses for the main road.

The existing street name, or the name applied to a right-of-way as shown on an approved Preliminary plat or recorded plat, shall be changed when:

1. Road construction has resulted in the extension of one (1) street to another street so that both streets are joined in such a manner that both streets shall be considered one street.

2. In the instance of changing a street name, one (1) of the two (2) existing street names shall be used. The Village of Homer Glen shall determine which street name is used based on:
 - a. The street name which results in the fewest number of address changes.
 - b. The street name which is oldest.

Notification of street names. The Village of Homer Glen shall notify interested persons as set forth in 3a thru 3h below whenever a street is named for the first time, and whenever an existing street name is changed:

1. In the case of naming streets or street rights-of-way as part of the process of approving final plats, the record in the Will County Recorder of Deeds Office shall be sufficient notice.
2. In cases of naming streets for the first time, written notice shall contain:
 - a. The new street name
 - b. A structure's new address and description of the location of the structure.
 - c. The extent of the street the street name is to be applied to.
3. Notices shall be sent to the following interested persons:
 - a. The respective County's Assessor's office
 - b. The respective County's Planning office
 - c. The respective County's 9-1-1 office.
 - d. The respective village departments.
 - e. The respective highway departments.
 - f. The respective Fire District's office.
 - g. U.S. Post Office
 - h. Residents, occupants, and owners who will have an address on the street.

Section 14: Administrative Adjudication of Violations. Proceedings to enforce violations of this Ordinance may be initiated and conducted in accordance with and pursuant to the provisions of the Village Ordinances providing for Administrative Adjudications of Code Violations or by any other means provided by law.

Section 15: Penalty. Any persons violating or failing to comply with the provisions of this Ordinance shall upon a finding of such violation be fined not less than Two Hundred and Fifty and 00/100 Dollars (\$250.00) nor more than Seven Hundred and Fifty and 00/100 Dollars (\$750.00) for each offense.

Section 16: Severability. If any section, subsection, sentence, clause, phase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

Section 17: Conflicts. All ordinances or parts thereof in conflict herewith are hereby repealed.

Section 18: Effective Date. This Ordinance shall take effect from and after its passage, approval and publication in pamphlet form as provided by law.

Adopted this 26th day of February, 2013 pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Costa	X			
Kagianas	X			
Niemiec	X			
Sabo	X			
DeVivo	X			
Yukich	X			
Daley (Village President)	-			
TOTAL	6	0	0	-

APPROVED by the Village President on February 26, 2013.

James P. Daley
 Village President

ATTEST:

Gale Skrobuton
 Village Clerk