

**SAMPSON COUNTY ROAD NAMING AND  
PROPERTY ADDRESSING ORDINANCE**

**WHEREAS**, the Sampson County Board of Commissioners is duly authorized pursuant to N.C. Gen. Stat. § 153A-239.1 to adopt an ordinance or ordinances regarding the naming and renaming of roads within the County that are not within municipalities and to assign or reassign street numbers for use on such roads; and

**WHEREAS**, the Sampson County Board of Commissioners previously adopted two (2) ordinances entitled the Road Renaming Ordinance for the County of Sampson, North Carolina and the Sampson County Property Address Display Ordinance; and

**WHEREAS**, the Sampson County Board of Commissioners finds that it is necessary to the health, safety, and welfare of the citizens of Sampson County that the Road Renaming Ordinance for the County Sampson, North Carolina and the Sampson County Property Address Display Ordinance be amended and restated in their entirety and consolidated together as one (1) ordinance, as follows:

**ARTICLE I  
TITLE, AUTHORITY, PURPOSE, AND JURISDICTION**

**Section 101. Title.** This Ordinance shall be known and may cited as the Sampson County Road Naming and Property Addressing Ordinance.

**Section 102. Authority.** This Ordinance is adopted pursuant to the provisions of N.C. Gen. Stat. § 153A-239.1, which grants counties the authority to by ordinance name or rename any road within the county, and not within a municipality, and, pursuant to a procedure established by ordinance, assign or reassign street numbers for use on such roads.

**Section 103. Purpose.** The purpose of this Ordinance is to provide a uniform system of road naming and numbering along both public and private streets and roadways in order to facilitate the provision of adequate public safety and emergency response services. This Ordinance is further designed to eliminate duplicate or phonetically similar street names, and to provide for the uniform marking of streets and roadways. It is further designed to establish an official map and listing of all streets and roadways in Sampson County, and to establish the procedures by which a street or roadway may be named or by which an existing name may be changed.

**Section 104. Jurisdiction.** This Ordinance and the regulations and procedures promulgated herein shall apply to and govern each and every public or private roadway within Sampson County that is located outside of any incorporated municipality.

**ARTICLE II**  
**DEFINITION OF TERMS**

For purposes of this Ordinance, certain words or terms used herein shall have the following meanings, unless the context clearly indicates otherwise:

911 Addressing Committee: The Committee designated by the Sampson County Board of Commissioners and assigned the authority to compile and coordinate the county road naming process for the purposes of providing a comprehensive countywide road name system. The Committee shall consist of the Emergency Services Director or his or her designee, the Public Works Director or his or her designee, the Finance Director or his or her designee, the 911 Communications Manager, and the Public Information Officer.

Board of Commissioners: The Sampson County Board of Commissioners.

Building: Any structure having a roof supported by columns or walls and intended for shelter, housing, or enclosure of any person, process, equipment, or goods.

Developer: A person, including a governmental agency or redevelopment authority, who undertakes any development, including, but not limited to the construction, erection, alteration, enlargement, renovation, substantial repair, movement to another site, or demolition of any structure, the excavation, grading, filling, clearing, or alteration of land, the subdivision of land as defined in N.C. Gen. Stat. § 160D-802, and the initiation or substantial change in the use of land or the intensity of use of land, who is the landowner of the property to be developed or who has been authorized by the landowner to undertake development on that property.

Driveway: A private way, beginning at the property line of a lot abutting a public road, private road, easement, or private right-of-way giving access from that public road, easement, private road, or private right-of-way, and leading to a building on that lot. A driveway may not serve more than two (2) residences.

Dwelling, Single-Family: Any building structure, manufactured home, or part thereof, used and occupied for human habitation by a single family and intended to be so used.

Mailing Address: An address assigned or used by the U.S. Postal Service for the purpose of delivery of the U.S. Mail. Mailing addresses may or may not be identical to property addresses.

Manufactured Home: A structure, transportable in one or more sections, which in traveling mode is eight body feet or more in width, or 40 body feet or more in length, or, when erected on site, is 320 or more sq. feet; and which is built on a permanent chassis and designed to be used as a dwelling, with or without permanent foundation when connected to the required utilities, including the plumbing, heating, air conditioning and electrical systems contained therein. See N.C. Gen. Stat. § 143-145(7) for further explanation of what classifies as a Manufactured Home.

Manufactured Home Park: Any site or tract of land of contiguous ownership upon which manufactured home spaces are provided for manufactured home occupancy, whether or not a

charge is made for such service. This does not include manufactured home retail sale lots in which unoccupied manufactured homes are parked for the purpose of inspection and sale. Two (2) or more manufactured homes on a parcel classifies as a manufactured home park unless it meets the exemption outlined in the Sampson County Zoning Ordinance.

Manufactured Home Space: A plot of land within a manufactured home park designed for the accommodation of a single-manufactured home in accordance with the requirements set forth for in the Manufactured Home Park Ordinance, Sampson County.

Official Name: The name of a street or roadway in the unincorporated area of Sampson County as approved by the Sampson County Board of Commissioners or, where applicable, the North Carolina Department of Transportation.

Private Manufactured Home Park Road: Any street, roadway, or driveway which serves two (2) or more manufactured homes for residential purposes, and which has not been dedicated to the public use.

Private Road: A street not maintained by the North Carolina Department of Transportation which is not intended to become a public street but which shall be used for access to a particular site, group development or business. A road which provides access to three (3) or more residences, businesses, industries, or combination thereof, regardless of the length of the road.

Private Subdivision Road: A road that serves a parcel or tract of land that is subdivided into two or more lots, building sites, or other divisions for sale or building development for residential purposes where such subdivisions include a new road or change in an existing road.

Property Address: The property address number, as assigned by the County, and the official name of the street or road, as approved by the County or the North Carolina Department of Transportation, shall serve as the property address.

Property Address Number: The street number assigned by the County under this Ordinance which identifies the building located on a specific property.

Public Road: A street located on a public right-of-way which meets the total improvement requirements for a public street as set forth by the North Carolina Department of Transportation in its publication "Subdivision Roads – Minimum Construction Standards."

State Road Number: A number assigned by the North Carolina Department of Transportation; also known as the SR number for secondary state-maintained roads.

Street Name: The official name of any roadway, designated by the Board of Commissioners, or, in the case of public roads, by the North Carolina Department of Transportation.

Suffix: The following all-inclusive list shall be used after a street/roadway name: avenue, boulevard, circle, court, crossing, drive, estate, extension, gardens, heights, highway, landing, lane, park, place, plaza, point, ridge, road, roadway, square, street, terrace, trace, trail, village, or way.

**ARTICLE III**  
**ROAD NAMES AND PROPERTY ADDRESS NUMBERS**

**Section 301. Road Name Listing.**

**A.** Sampson County shall maintain a listing of all road names in the County as well as maintain an official County map depicting the location and official names of all roads in Sampson County and shall serve as a clearinghouse for all information regarding the names and location of roadways in Sampson County.

**B.** Any amendments to the listing maintained by Sampson County shall be made only by the Board of Commissioners, unless additions to the listing made through the duly-adopted procedure for the approval of new subdivisions, planned unit developments, manufactured home parks, or other land development regulations, provided that the relevant County ordinance allows administrative approval of the street/road name.

**C.** All public roadways in the unincorporated areas of Sampson County shall be identified by a sign showing the official name and/or state road number. These road signs shall be placed at all intersections. The County shall be responsible for the provision and installation of the signs.

**D.** All private roadways in the unincorporated areas of Sampson County shall be identified by a sign showing the road's official name. These road signs shall be placed at all intersections. The County shall be responsible for the provision and installation of said signs, except in the case of subdivisions with proposed new streets, wherein the developer in that case shall be responsible for the provision and installation of said signs.

**Section 302. Street Naming Procedures.**

**A.** Under the authority of N.C. Gen. Stat. § 153A-239.1, a county may by ordinance name or rename any public or private road within the county, and not within a municipality. However, in naming or renaming a public road, a county may not:

- 1.** Change the name, if any, given to the road by the North Carolina Board of Transportation without their concurrence;
- 2.** Change the identification number assigned to the road by the North Carolina Board of Transportation; or
- 3.** Give the road a name that is deceptively similar to the name of any other public road in the vicinity.

In the event that the 911 Addressing Committee determines that a new road should be named or an existing road should be renamed (other than a road subject to Section 306 of this Ordinance) or receives a petition to name or rename a road from a private citizen, the Committee shall first mail by first class mail a notice to all property owners owning property that is accessed by the road

or driveway in question. The records of the Sampson County Tax Office shall be deemed conclusive as to the ownership of the properties in question. The notice shall inform the property owners of the proposed name of the road and invite property owners to offer up to three (3) suggested street names. Property owners shall be given a period of fifteen (15) days from the date on which the notices are mailed to return their suggested names to the 911 Addressing Committee. Notices must be actually received by the 911 Addressing Committee prior to the expiration of the fifteen (15) day period.

The 911 Addressing Committee shall consider any recommended names received from property owners, and select a recommended name using the criteria set forth in this Ordinance. The 911 Addressing Committee shall transmit its recommended name to the Clerk to the Board of Commissioners for placement on the Board of Commissioner's agenda. The 911 Addressing Committee shall also mail by first class mail notice of its final recommended road name to the property owners owning property that is accessed by the road or driveway in question at least twenty (20) days prior to the date on which the Board of Commissioners will act on the road naming. This final notice shall also include a statement that property owners may address their concerns by speaking before the Board of Commissioners at the public hearing required by N.C. Gen. Stat. § 153A-239.1. However, this twenty (20) day notice requirement shall not apply to the naming of private lanes.

Before voting to name or rename a road, the Board of Commissioners must hold a public hearing on the matter (except as provided in Section 306 of this Ordinance). At least ten (10) days before the day of the public hearing, the Board of Commissioners shall cause notice of the time, place, and subject matter of the hearing to be prominently posted at the county courthouse, in two (2) public places in the township or townships where the road is located, and shall publish a notice of such hearing in at least one newspaper of general circulation published in the county.

After naming or renaming a public road, or assigning or reassigning street numbers on a public road, the County shall cause notice of its action to be given to the local postmaster with jurisdiction over the road, to the North Carolina Board of Transportation, and to the following agencies: the Sampson County Sheriff's Office, Sampson County Emergency Medical Services, Fire Departments who respond to calls in Sampson County, and the Sampson County Tax Office.

**B.** The 911 Addressing Committee is authorized to determine the need for street names and changes and to recommend such additions or changes to the Board of Commissioners for both private and public roads outside the corporate limits of any municipality within the county. The following criteria shall be used to formulate recommendations for road names:

1. When appropriate and feasible, commonly known, informal road names shall be retained;
2. The 911 Addressing Committee should utilize geographical, physical, and historically significant factors regarding the road;
3. When a road passes into another county or municipality, the proposed road name shall not conflict with a name given in any other county or municipality;

4. This subdivision is intentionally left blank.
5. Undesirable or distasteful road names shall not be used;
6. If two or more parties request duplicate or near duplicate road names, the following priorities will apply:
  - a. Historical significance. Should the proposed name be historically significant to a specific road, that road will have first priority to receive the proposed name;
  - b. Condition of the road. Roads in superior condition will have priority over those in inferior condition;
  - c. Length of road. All other factors being equal, the longest road shall take priority;
7. Road name changes should be allowed only when roads pass through incorporated and/or municipal areas, and when travel is disrupted by regulatory traffic control mechanism (such as stop signs, yield signs, etc.) or when a clearly defined line of demarcation exists in the normal line of travel for the road.

**C.** A street name shall be assigned to any public or private road or driveway which provides access to three (3) or more residences, businesses, industries, or combinations thereof, regardless of the length of such road or driveway, unless the Board of Commissioners finds and determines that naming a particular public or private road or driveway with access to fewer than three (3) residences, businesses is necessary to ensure the adequate provision of emergency services to the citizens residing or conducting business thereon.

**D.** Any road officially named by the Board of Commissioners shall not be petitioned for a road name change unless the road has been physically altered or by special direction of the Board of Commissioners. If a petition is made for a road name change by a private citizen, the petition must be signed by more than fifty percent (50%) of the property owners who own property along the road to be renamed.

**Section 303. Road Name Duplication.** The County may not assign a road name that is deceptively similar to the name of any other public or private road or driveway in the vicinity.

**Section 304.** This section is intentionally left blank.

**Section 305. Prohibited Road Names.** The 911 Addressing Committee may disapprove newly-proposed street names which fall into one of the following categories:

**A.** Street names which have numbers as part of the name, unless the name is well known and there is general acceptance of the name;

- B. Street names that are difficult to pronounce;
- C. Street names which are over fifteen (15) characters in total length, including spaces, but not including suffixes;
- D. Street names that are duplicated in neighborhoods across County lines which are in the same U.S. Postal District, Fire District, Rescue District or telephone exchange;
- E. This subsection is left intentionally blank;
- F. Street names that are similar to the name of an existing subdivision, unless the street lies within that same subdivision;
- G. Duplicate or near duplicate street names.

**Section 306. Subdivisions with Proposed New Streets.** For all subdivisions which are developed and in which new roads are proposed, the following items must be submitted to the 911 Addressing Committee prior to the recordation of a plat subdividing the property:

- A. A scaled map of the overall tract illustrating the road layout;
- B. The name proposed for each road identified on the map;
- C. An alphabetical list of the proposed road names, together with an alternate name for each road name proposed.

The 911 Addressing Committee shall review the proposed road names using the criteria set forth in this Ordinance and shall approve the road names before the names are placed on a final plat and recorded with the Sampson County Register of Deeds.

**Section 307. Property Addressing Procedures.**

- A. Under the authority of N.C. Gen. Stat. § 153A-239.1, a county may by ordinance assign or reassign street numbers for use of roads within the jurisdiction of the county.
- B. The 911 Addressing Committee shall assign property address numbers within the unincorporated areas of the County. Even address numbers shall be assigned to the right side of the road, and odd numbers shall be assigned to the left side of the road, as one would stand with their back towards the beginning point of the road.
- C. Property address numbers may only be assigned to buildings that have the requisite permits, including zoning permits (or bona fide farm exemptions), septic permits, and building permits. In the event that a permitted building is removed from a property, the property address number assigned to the building shall be removed and may be reassigned to the relocated building upon issuance of the requisite permits.

**D.** The 911 Addressing Committee may develop rules and regulations not in conflict with this ordinance that govern the assignment of property address numbers.

**E.** After the 911 Addressing Committee has assigned a property address number to a property, written notice of the property address shall be sent by electronic mail, hand delivery, or some other method by which delivery is actually accomplished to the owner of the property according to the records of the Sampson County Tax Office. The property owner shall, within thirty (30) days of receiving such notice, post the property address number on the property. The following shall apply to property address numbers:

1. The minimum height of the numbers shall not be less than three inches (3 in.), provided that the building number of an apartment townhouse or condominium complex shall not be less than six inches (6 in.) in height, and shall be placed such that it is clearly visible from the road from which the building is accessed;

2. Property address numbers shall be displayed in numeric and Arabic format, not in script or Roman Numeral format;

3. The color of property address numbers placed on a structure or pedestal shall be in contrast to the color scheme of the building or pedestal so that the number is clearly visible and the property address numbers shall be maintained in a clearly visible manner and shall not be obstructed by shrubs or vegetation as viewed from the road from which the building is accessed;

**Section 308. Road Closure.** The closure of public roads and easements within the County and not within an incorporated municipality shall be governed by the provisions of N.C. Gen. Stat. § 153A-241.

#### **ARTICLE IV** **APPEALS**

In the event that a property owner who owns property that is accessed by a road that has been recommended for naming or renaming pursuant to this Ordinance wishes to contest or appeal the road name proposed by the 911 Addressing Committee, he or she may contest the proposed road name by speaking before the Board of Commissioners at the public hearing required by N.C. Gen. Stat. § 153A-239.1. The decision of the Board of Commissioners regarding the proposed road naming or renaming shall be conclusive.



**ARTICLE V**  
**PROHIBITED ACTIVITIES**

It shall be unlawful for any person(s), without the authorization of Sampson County, to commit any of the following acts:

**A.** Purport to name or designate the name of any public road, private road, private subdivision road, private manufactured home park road, or driveway located in the unincorporated areas of Sampson County.

**B.** Erect any street sign on any public road, private road, private subdivision road, private manufactured home park road, or driveway in the unincorporated areas of Sampson County.

**C.** Erect any street sign on any roadway, public or private, in the unincorporated areas of Sampson County which does not meet the current County and/or North Carolina Department of Transportation sign specifications.

**D.** Remove, deface, damage, or obscure a street sign within the jurisdiction of this Ordinance.

**E.** Number or assign a number to any building without the approval of Sampson County or otherwise fail to comply with the property address numbering provisions of this Ordinance.

**ARTICLE VI**  
**PENALTIES**

**A.** A violation of this Ordinance shall be a Class 3 misdemeanor, as provided in N.C. Gen. Stat. § 14-4, punishable by a fine of not more than five hundred dollars (\$500.00).

**B.** Any person found to be in violation of this ordinance may be subject to a civil penalty in the amount of a \$100.00 fine recoverable by the county in the nature of a debt if the penalty is not paid within thirty (30) days of issuance, pursuant to the provisions of N.C. Gen. Stat. § 153A-123(c).

**C.** The County may seek an appropriate equitable remedy for a violation of this Ordinance, including, but not limited to, an injunction.

**D.**  
The penalties set forth herein are cumulative, and this Ordinance may be enforced by any one or more of the penalties set forth in this Article VI of the Ordinance.

**E.** Each day's continuing violation of this Ordinance shall be a separate and distinct offense.

**ARTICLE VII**  
**AMENDMENTS**

This Ordinance may be amended from time to time by the Board of Commissioners after holding a public hearing upon ten (10) days' notice.

**ARTICLE VIII**  
**SEVERABILITY**

In the event that any provision of this Ordinance is found to be inconsistent with any provision of state or federal law by a court of competent jurisdiction, then the invalidity of any such provision shall not affect the validity of the remainder of this Ordinance, and the terms hereof shall be severed from the provisions of this Ordinance found to be invalid.

**ARTICLE IX**  
**EFFECTIVE DATE**

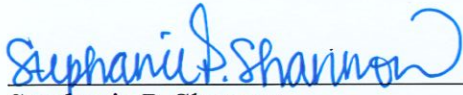
This Ordinance shall be in full force and effect upon adoption by the Board of Commissioners and shall supersede any and all other ordinances adopted for the purpose of naming or renaming roads or assigning property address numbers in the unincorporated areas of Sampson County.

ADOPTED the 3<sup>rd</sup> day of June, 2024.



\_\_\_\_\_  
R. JEROL KIVETT, Chairman,  
Sampson County Board of Commissioners

ATTEST:



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Stephanie P. Shannon,  
Clerk to the Sampson County Board of Commissioners

