



To: Auburn Planning Board
From: Megan Norwood, City Planner II
Re: Change Street Name per Sec. 46-182(6)(1)(i) from Balsam Drive to Kassbohrer Way
Date: November 12, 2019

I. **PROPOSAL** – The City’s addressing officer received a request from a landowner on Balsam Drive to change the name of the private road from Balsam Drive to Kassbohrer Way. Upon researching the ordinance, Chapter 46 (*Street, Sidewalks and Other Public Places*), Article V (*Design and Construction Standards*), Division 2 (*Streets*), Sec. 46-182 (*Sidewalks & Other Walkways*) states:

1. Street names. (i) Streets that join and are in alignment with existing streets shall bear the same name. Names of new streets shall not duplicate, nor bear phonetic resemblance to the names of existing streets and roads within the city. Names of new streets to be accepted by the city shall be subject to the approval of 911 and the city council. Names of new streets that are not to be accepted by the city shall be subject to the approval of 911 and the planning board.

Kassbohrer Way exists now to access the cell tower and back entrance to Kassbohrer All Terrain Vehicles (off of Merrow Road), the current driveway shown on the map in the Planning Board packets will become an unnamed drive and Balsam Drive will become Kassbohrer Way.

- II. **DEPARTMENT REVIEW** –
- a. **Police** – No comments.
 - b. **Auburn Water and Sewer** – No comments.
 - c. **Fire Department** – No comments.
 - d. **Engineering** – No comments.
 - e. **Public Services** – No comments.
 - f. **Addressing** - (See attached memo).
 - g. **Economic and Community Development** – Planning Staff recommends the Planning Board approve the request to change the street name from Balsam Drive to Kassbohrer Way. While internal procedures recommend that the City not assign proper names to streets, a precedent has been established for doing so by allowing John Deer Road and Subaru Drive.

III. **PLANNING BOARD ACTION** – The ordinance language requires that the Planning Board review and approve the name of the street but does not provide standards for reviewing the street name. **Recommendations:** Planning Staff recommends the Planning Board vote in favor of renaming the street from Balsam Drive to Kassbohrer Way.

Suggested Motion: I make a motion to change the street name for a private Way off of Merrow Road from Balsam Drive to Kassbohrer Way.

Megan Norwood
City Planner II