

Champaign County Incorporated Areas

Street Addressing Standards



Champaign County GIS Consortium

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1.0 Introduction

A properly coordinated addressing system is a critical component in providing services to a community. The State of Illinois grants addressing authority to County government as well as incorporated municipalities. Within Champaign County there are 25 entities that can assign addresses, including the County. Historically, each authority followed its own addressing standards. This has resulted in the development of a variety of street name/address anomalies making it difficult to locate addresses within Champaign County. The ability to accurately locate an address is of critical importance to a variety of agencies for public safety purposes.

Members of the Champaign County GIS Consortium (CCGIS), METCAD – the consolidated dispatch center that services Champaign County and the Champaign County Emergency Management Agency (EMA) are acutely aware of the critical nature of addressing. To that end, CCGISC was tasked with the development of consistent address assignment standards for all of Champaign County. CCGISC is a joint venture that promotes inter-governmental and intra-governmental cooperation and coordination and shares the cost of the creation, distribution, and development of GIS data, standards and services with the other member agencies. The members of CCGISC include:

Champaign County	Village of Rantoul
City of Champaign	Village of Mahomet
City of Urbana	Village of Savoy
University of Illinois	

The standards found in this document are a result of the coordinated efforts of the CCGISC, METCAD and EMA.

Within Champaign County, the addressing systems and general address assignment methodologies differ enough between the County (rural) and the incorporated municipalities (urban) to warrant the development of two distinct street address standard documents. This document contains street address standards for the incorporated municipalities.

1.1 Purpose

The purpose of this document is to establish street address assignment standards for the incorporated addressing jurisdictional areas. These standards will promote consistent address assignment guidelines and procedures. The standards will be periodically reviewed to ensure they remain applicable and relevant.

1.2 Addressing Authority

The State of Illinois grants the necessary authority to enable counties and municipalities to assign and regulate building numbers and street names in Chapter 55 and Chapter 65 of the Illinois Compiled Statutes (ILCS). The sections of the ILCS granting this authority are as follows:

(55 ILCS 5/) Counties Code

(55 ILCS 5/5-1067) (from Ch. 34, par. 5-1067)

Sec. 5-1067. Names of streets and highways; numbers of buildings and lots. A county board may name or may change the name of any street, lane, road or highway and may regulate the numbering of buildings and lots adjacent to any street, lane, road or highway in the unincorporated area of the county.

In any county with a population under 1,000,000, the county board may name or change the name of any road in the county highway system or any trail under its jurisdiction. (Source: P.A. 88-387.)

(65 ILCS 5/) Illinois Municipal Code

(65 ILCS 5/11-80-18) (from Ch. 24, par. 11-80-18)

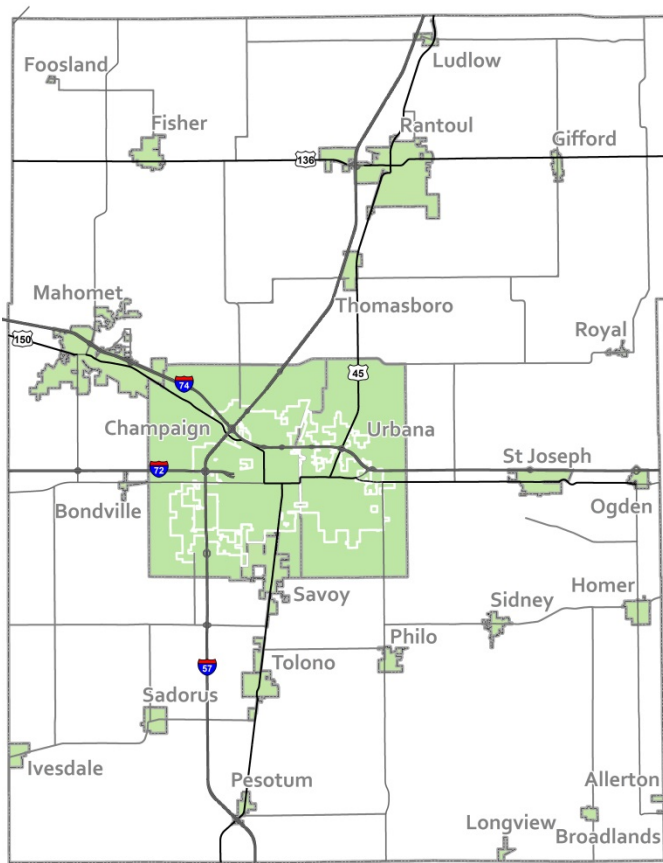
Sec. 11-80-18. The corporate authorities of each municipality may regulate the numbering of buildings and lots. No change in the numbering of buildings and lots shall be effective until 30 days after the election authorities having jurisdiction in the area in which such numbering is changed and the post office branch serving that area have been notified by the corporate authority initiating such action of the change in writing by certified or registered mail. *(Source: P.A. 80-398.)*

(65 ILCS 5/11-80-19) (from Ch. 24, par. 11-80-19)

Sec. 11-80-19. The corporate authorities of each municipality may name originally and then may change the name of any street, avenue, alley, or other public place. No change in the name of any street, avenue, alley or other public place shall be effective until 30 days after the election authorities having jurisdiction in the area in which the name of the public place is changed and the post office branch serving that area have been notified by the corporate authority initiating such action of the change in writing by certified or registered mail. *(Source: P.A. 80-398.)*

On December 17, 1991 Champaign County adopted Resolution No. 3158, “Resolution Establishing a System of Rural Addressing and City Address Service Areas”. This resolution establishes a system of rural addressing and acknowledges the County is the address authority for all unincorporated areas, including subdivisions outside of the expanded address service areas established for the Cities of Champaign and Urbana.

The Champaign-Urbana expanded address service areas are defined as follows:



City of Champaign Address Service Area:
 Area bounded by Wright Street Extended (Champaign/Urbana boundary) on the East, County Rd 600 E on the West, County Rd 2100 N on the North, County Road 1200 N on the South – excluding the Village of Savoy.

City of Urbana Address Service Area:
 Area bounded by Wright Street Extended (Champaign/Urbana boundary) on the West, County Rd 1700 E on the East, County Rd 2125 N on the North to include East and West Arrowhead Dr. and County Road 1200 N on the South.

Incorporated Areas in Champaign County

Allerton	Ivesdale	Royal
Broadlands	Longview	Sadorus
Bondville	Ludlow	Savoy
Champaign	Mahomet	Sidney
Fisher	Ogden	St. Joseph
Foisland	Pesotum	Thomasboro
Gifford	Philo	Tolono
Homer	Rantoul	Urbana

Figure 1. Addressing Service Areas

1.3 Champaign County Relational Address Database (CC-rad)

The Champaign County GIS Consortium (CCGIS) created and maintains the Champaign County relational address database (CC-rad). CC-rad is centralized relational address database that was designed based upon guidelines established in the Federal Geographic Data Committee (FGDC) address data standard document. CC-rad was created by CCGISC to:

- Support the seamless exchange of address information within and between organizations in Champaign County.
- Reduce duplicate efforts for address data collection, verification and correction.
- Improve the overall quality of address data within Champaign County

CC-rad is accessible to all addressing jurisdictions through a web interface. Utilizing the interface, authorized users can add, delete, or update address information within their address jurisdiction area. CC-rad, the web interface and the following address standards provide a consolidated and comprehensive addressing solution for Champaign County.

2.0 Addressing Standards

The addressing guidelines for the incorporated areas provide standards that will promote continuity and consistency for city-style addressing throughout the County. Non-conforming addresses that conflict with these standards exist within the various incorporated municipal jurisdictions. The addressing authority will make every effort to correct these addresses if they determine that such a change is reasonable and feasible. In addition, a concerted effort shall be made by all the addressing jurisdictions to promote address continuity for properties that are wholly or partly surrounded by, or adjacent to, one or more addressing jurisdictions.

2.1 Overview of Incorporated Addressing System

Incorporated areas within Champaign County utilize the four quadrants of a Cartesian coordinate system as a locational device for the assignment of street name directionals and address numbers. Utilizing the Cartesian system, an east-west road is established as a baseline and a north-south road is established as a meridian line. Roads that run north-south and straddle the baseline are assigned a “North” prefix when they are north of the baseline or a “South” prefix when they are south of the baseline. Roads that run east-west and straddle the meridian line are assigned a “West” prefix when they are west of the meridian line or an “East” prefix when they are east of the meridian line. The intersection of the base and meridian lines is known as the origin or reference point. Address numbers increase as they radiate outward from the reference point typically by an interval of 100 per city block (Figure 2). See Appendix A for illustrations of the dividing streets of each incorporated entity within Champaign County.

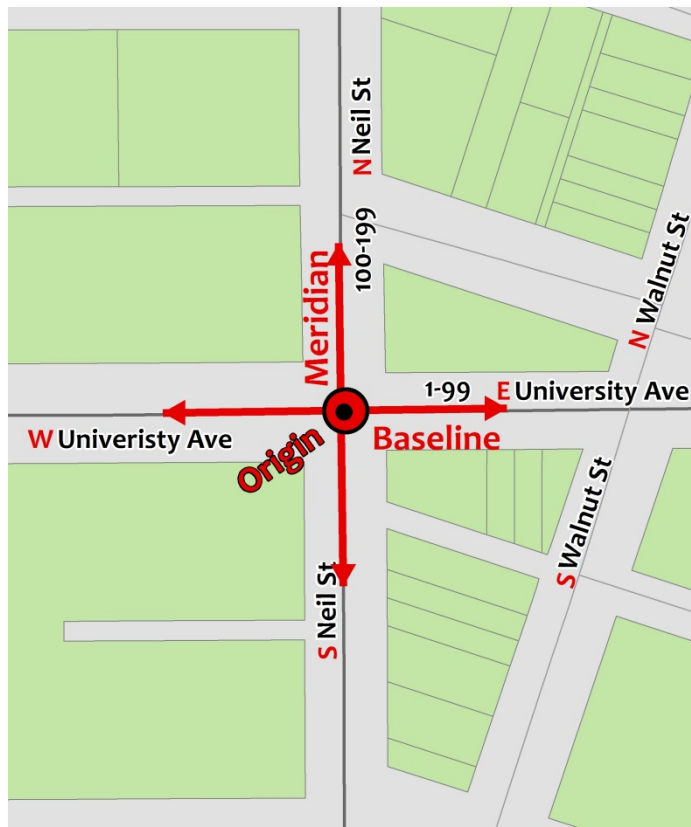


Figure 2. Example of a Four Quadrant Addressing System - City of Champaign

2.2 Address Elements and Components

A full address string is composed of four elements. Each element consists of a combination of components. **A full address string must be unique.**

1. Address Number

Address Number Prefix + Primary Address Number + Address Number Suffix

2. Street Name

Street Name Prefix Direction + Street Name Prefix Type + Primary Street Name + Street Type + Street Name Post Direction + Street Name Post Modifier

3. Sub-Address (Building, Suite, Unit, etc.)*

Sub-Address Type + Sub-Address Number (o... x)

4. Place Name

City + State + Zip Code

* Sub-addresses are only required when a sub-address (Building, Suite, Apartment, etc.) is needed to uniquely identify or describe a building or structure.

2.3 Address Number

Address Number Element

Address Number Prefix + Primary Address Number + Address Number Suffix

525 A OR 1025 1/2

N/A	525	A
N/A	1025	1/2
Address Number Prefix	Primary Address Number	Address Number Suffix

NOTE:

N/A – Address components are not applicable or used in any address jurisdiction within Champaign County.

Primary Address Number - The required numeric identifier of the *Address Number* element that identifies a land parcel, structure or other feature that follows the addressing jurisdictions grid system.

Address Number Suffix – The element follows the Primary Address Number and is used to uniquely identify stacked structures - two or more buildings with the same primary address off the same point of access (*driveway*) to a public roadway or when an address is needed between two consecutive whole primary address numbers.

2.3.1 Primary Address Number Assignment

Primary addresses shall be numeric and shall increase from the baseline or meridian outward beginning with the 100 block range. For each block, address numbers on each side of the street address shall increase using the same parity and if possible be a consecutive numeric sequence with consistent separation. Corner lots shall have two preliminary primary addresses; the permanent

address will be dependent upon the street the front entrance of the structure faces. A total of 99 primary address numbers are available for assignment within each block.

2.3.1a Address Number Parity

Addresses on the north and east side of the street shall be assigned the same address number parity, typically EVEN. Address on the south and west side of the street shall be assigned the same address number parity, typically ODD. The exception to the rule is Rantoul, where address numbers increase away from the origin (Tanner Street and Sangamon Ave) with the EVEN numbers assigned to the RIGHT side of the street and the ODD numbers assigned to the LEFT side of the street in all directions. This means that as you move away from the origin, EVEN numbers will always be on your RIGHT (Figure 3).



Figure 3. Rantoul Street Parity

2.3.1b Address Number Apportionment

Address numbers begin at the block range reserving the even hundred addresses (i.e. 100, 200, 300) for structures that span an entire block. The numbers on each side of the street increase sequentially with the same parity at an established distance of frontage (typically 60 feet) that is determined by the addressing authority. An address number shall be skipped if the frontage is greater than the established distance (Figure 4).

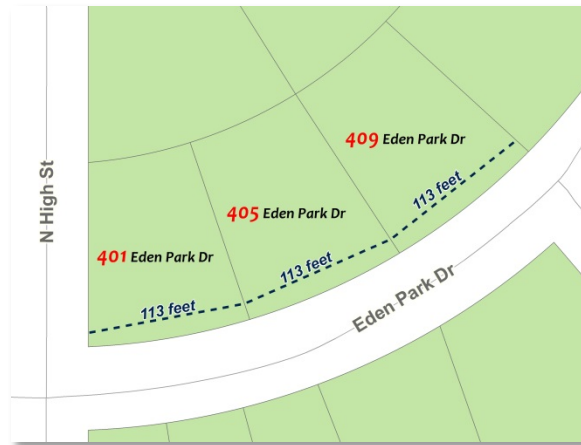


Figure 4. Address Number Apportionment

2.3.1c Address Number Assignment on Meandering/Diagonal Roadways

Primary address numbers on meandering or diagonal roadways shall be assigned based on the predominant direction of the street. If a predominant direction cannot be determined then the street shall be assigned primary address numbers that follows the roadway grid in the opposite direction from the roadway that it originates using the preceding guidelines.

- 2.3.1d Address Number Parity in Cul-de-Sacs
The primary address number parity assigned to lots within a cul-de-sac shall be determined by drawing a line down the center of the street and passing it through the cul-de-sac. If the line dissects a lot the even or odd primary address number will be determined by which side of the line the majority of the lot is located (Figure 5).

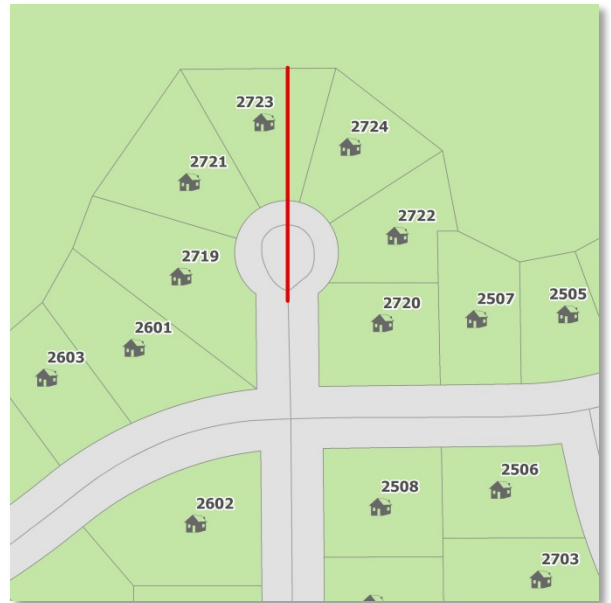


Figure 5. Cul-de-Sac Numbering

2.3.2 Address Number Prefix and Suffix Assignment

2.3.2a Address Number Prefix

Address number prefixes are **not** utilized by any addressing jurisdiction within Champaign County.

2.3.2b Address Number Suffix

An address number suffix may be a letter or a fractional number. Letter suffixes are used to describe two or more buildings with the same primary address off the same point of access (driveway) to a public roadway. For example 525 A and 525 B. Fractional suffixes are used when addresses are needed between two consecutive whole primary address numbers. For example 1025 ½.

There are situations when the use of an address number suffix is necessary but they are otherwise discouraged. Sub-addresses rather than address number suffixes should be used for multi-unit structures that share a single outside entrance. Unique primary address numbers should be assigned to condominiums or townhomes that share a driveway but have distinct outside entrances. A residential home in an established area that has been converted into a multi-unit structure is an example of a situation when an address number suffix maybe necessary.

2.4 Street Name

Street name assignment is the responsibility of the addressing authority.

Street Name Element

The Street Name element may be composed of one or more of the following components.

Street Name Prefix Direction + Street Name Prefix Type + Primary Street Name + Street Type + Street Name Post Direction + Street Name Post Modifier

Silver Ct W OR E Main St Spur

None	N/A	Silver	Court	West	None
E	N/A	Main	Street	None	Spur
Street Name Prefix Direction	Street Name Prefix Type	Primary Street Name	Street Type	Street Name Post Direction	Street Name Post Modifier

NOTES:

N/A – Address components are currently not applicable or used by the incorporated addressing authorities within Champaign County.

None – Illustrated example does not use particular address component, but the component may be used by the incorporated addressing authorities.

Street Name Prefix Directional - A compass direction of North, South, East or West that precedes the *Primary Street Name* and is used to describe a streets location within a jurisdictions quadrant system.

Primary Street Name – The official name of a roadway assigned by the local governing authority. It excludes street types, directionals, and modifiers.

Street Type - The component following the *Primary Street Name* that indicates the type of street.

Street Name Post Direction – A compass direction of North, South, East or West that follows the *Street Type* element. A street name post direction is used to identify duplicate street names in the same quadrant that branch or split into different roadways.

Street Name Post Modifier – The final component in the *Street Name* element that is used to further describe a deviation in the path of an existing roadway.

2.4.1 Primary Street Name Assignment

All dedicated public roadways shall be assigned a *Primary Street Name*. The subsequent guidelines shall be followed when assigning new primary street names.

2.4.1a Duplicate Street Names

Primary street names shall not be assigned a duplicate name - all the addressing jurisdictions within Champaign County are to be taken into consideration. The only exception is cul-de-sacs and courts off a main road. The primary name of the main road may be assigned to a single cul-de-sac or court that is off of the main road with an appropriate change of the street type – for example Devonshire Drive is the main and Devonshire Court is off the main (Figure 6).

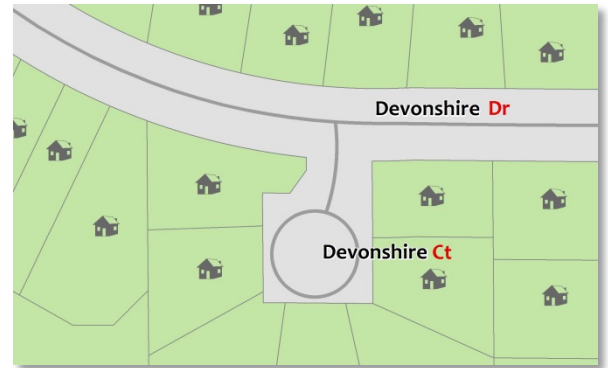


Figure 6. Duplicate Street Names

2.4.1b Street Names on Meandering Streets

Should a street meander or change direction for a length of roadway that requires the assigned address numbers to change grid planes i.e. from the x-axis (baseline) to the y-axis (meridian), the primary street name shall change.

2.4.1c Phonetically Similar Street Names

Primary street names shall not be assigned a phonetically similar name to an existing primary street name for example Linwood and Lynwood or Steven and Stephen.

2.4.1d Compass Direction in Street Name

Compass directions shall not be assigned to a primary street name for example **East** Drive or **Northwest** Road.

2.4.1e Street Type in Street Name

Valid United States Postal Service (USPS) street types as listed at Appendix B shall not be assigned to a primary street name for example **Terrace** Drive or **Circle** Lane.

2.4.1f Punctuation in Street Name

Primary street names shall not contain punctuation for example St. Mary's Road or Bel-Air Court.

2.4.1g Easy to Spell and Pronounce

Primary street names shall be easy to spell and/or pronounce. For example names such as Peony, Weimaraner, etc. are discouraged.

2.4.1h Subdivision Names as a Street Name

A subdivision name shall only be used as a primary street name when a portion of the street is contained within the boundary of the subdivision.

2.4.1i Proper Names as a Street Name

Proper names should not be used as a primary street name.

- 2.4.1j *Compound or Multi-Word Street Names*
A compound word or multi-word should not be used as a primary street name for example Crestridge or Brook Ridge.
- 2.4.1k *Street Name Length*
Primary street names should not be longer than 20 characters.
- 2.4.1l *Use of Themes for Street Names*
Themes may be used when assigning primary street names in neighborhoods or subdivisions. Themes assist in identifying the general area in which an address exists. Common themes include trees, birds, flowers, etc.

2.4.2 **Street Type Assignment**

A street type shall be assigned to all named streets. Only valid United States Postal Service (USPS) street types found at Appendix B shall be used as a street type. The street types of “Road” and “Street” are reserved for dedicated public roadways and shall not be used for non-dedicated private access ways.

2.4.3 **Street Name Prefix Direction Assignment**

A prefix direction indicates the streets location within the quadrant system and shall only be assigned to a street name if the street straddles the quadrant baseline (E-W line) and/or meridian (N-S line). A prefix direction shall not be assigned to streets that do not straddle the quadrant baseline or meridian. Valid values are restricted to “North”, “South”, “East” and “West”.

2.4.4 **Street Name Post Direction Assignment**

A post direction shall only be used for existing duplicate street names in the same quadrant that branch or split into different roadways. The post direction shall indicate the compass of direction (North, South, East or West) of the branched roadways in relation to each other and shall not indicate its location within the quadrant system (Figure 7). Valid values are restricted to “North”, “South”, “East” and “West”.



Figure 7. Street Name Post Direction

2.4.5 Street Name Post Modifier Assignment

The post modifier is the final component in the Street Name element. It is used to describe a deviation or split in the path of an existing roadway (Figure 8). Common values include “Spur”, “Extension” or “Bypass”.



Figure 8. Street Name Post Modifier

2.5 Sub-Address

Sub-addresses shall be used to create a **unique** address string when a unique address string cannot be obtained from the combination of address number + street name + place name. Typically sub-addresses are assigned in multi-unit developments where separate units are contained in one building or several buildings within one complex. Multiple combinations of sub-address type + sub-address number (o...x) may be grouped together to create a unique address string i.e 221 Spruce St, **Apartment 2** or 3901 Daffodil Ln, **Building A, Apartment 2**.

Sub-Address Element

Sub-Address Type + Sub-Address Number (o...x)

Building B, Apartment 112

Building	B	Apartment	112
Sub-Address Type 1	Sub-Address Number 1	Sub-Address Type 2	Sub-Address 2

Sub-Address Type - The element used to describe the type of occupancy within a building or structure.

Sub-Address Number - The element used to distinguish different occupancies from one another.

2.5.1 Sub-Address Type Assignment

A sub-address type shall be a descriptor of the occupancy type within a building or structure. The subsequent guidelines shall be followed when assigning sub-address types. Commonly used types include “Apartment”, “Building”, “Suite” or “Trailer”.

2.5.1a Sub-Address Type for Apartments

Units within an apartment building or complex shall be assigned a sub-address type of “Apartment”.

2.5.1b Sub-Address Type for Businesses

Units within a business buildings shall be assigned a sub-address type of “Suite”.

2.5.2 Sub-Address Number Assignment

A number, letter or combination of the two may be used as a sub-address number. The assignment of a sub-address number for an individual unit shall follow a floor-unit format. For example the first apartment on the fourth floor at 201 Main Street should be addressed: 201 Main Street, Apartment 401 or 4A in the case of lettered units.

2.6 Place Name

The place name refers city, state and zip code as assigned by the United States Postal Service (USPS).

Place Name Element

City + State + Zip Code

Urbana, Illinois 61802

Urbana	Illinois	61802
City	State	Zip Code

City – The USPS city name.

State – The name of the state where the address is located.

Zip Code - A five-digit code that identifies a specific USPS delivery area.

2.6.1 City Assignment

The city name shall be assigned the USPS city name. This is the name that is utilized by the post office and from which mail is delivered to an address. In many places this name will be different from the name of the incorporated municipality in which the address is physically located.

2.6.2 State Assignment

The state name for all of Champaign County shall be Illinois – the state in which Champaign County is located.

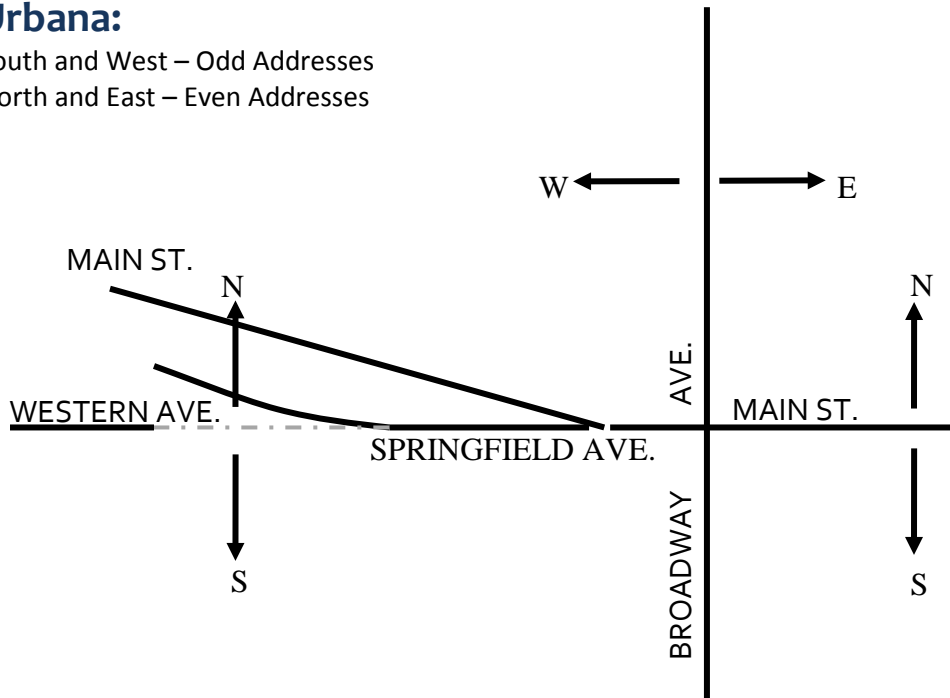
2.6.3 Zip Code Assignment

The zip code shall be the five-digit code established by the USPS that identifies the geographic delivery area in which the address is located. A USPS city may be assigned more than one zip code in areas where there is a high mail volume.

Appendix A. Dividing Streets – Incorporated Entities

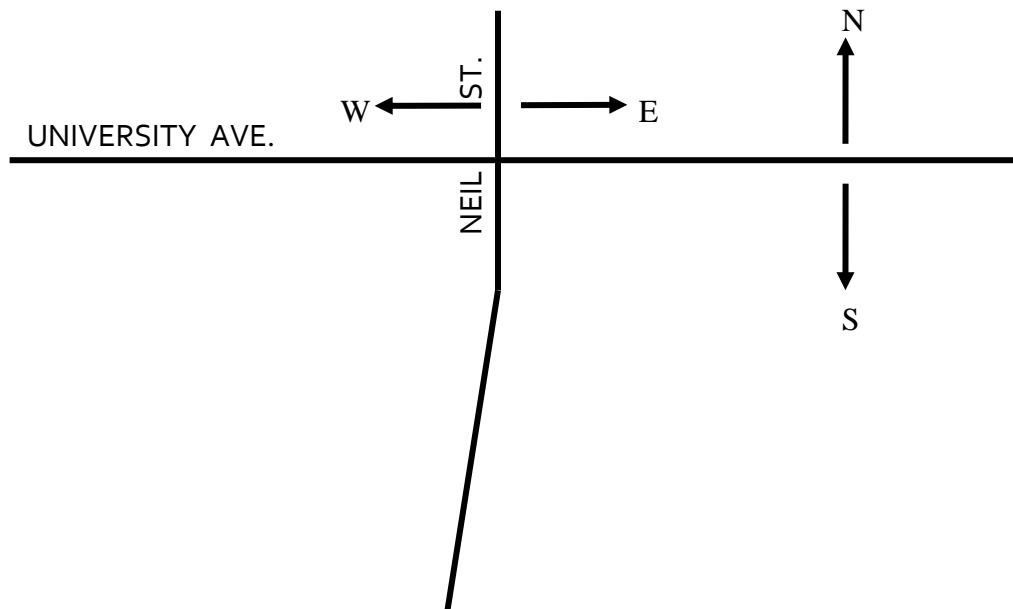
Urbana:

South and West – Odd Addresses
North and East – Even Addresses



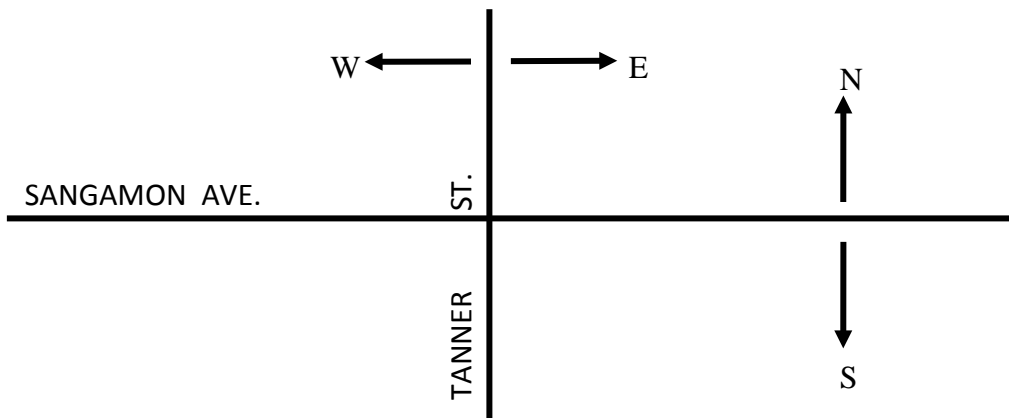
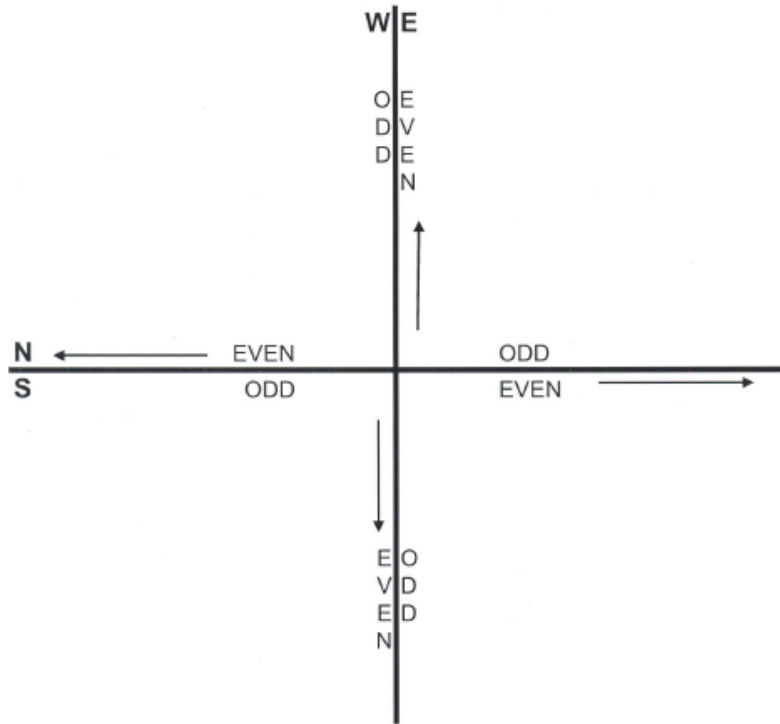
Champaign:

South and West – Odd Addresses
North and East – Even Addresses



Rantoul:

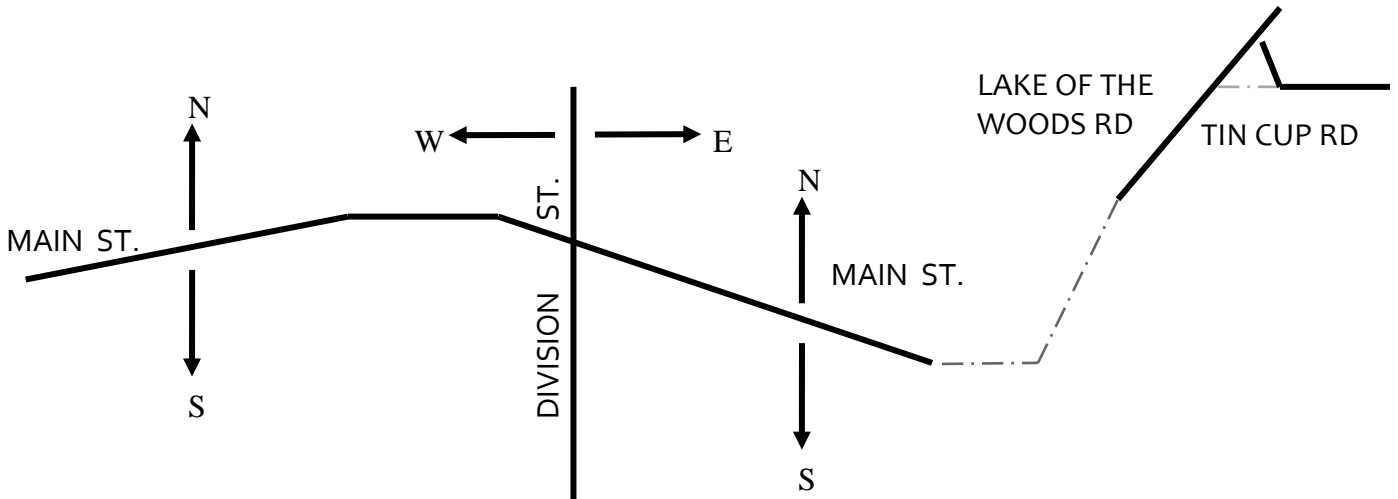
Rantoul's odd/even sides of the road depend on the quadrant of the village a street lies within, as follows:



Mahomet:

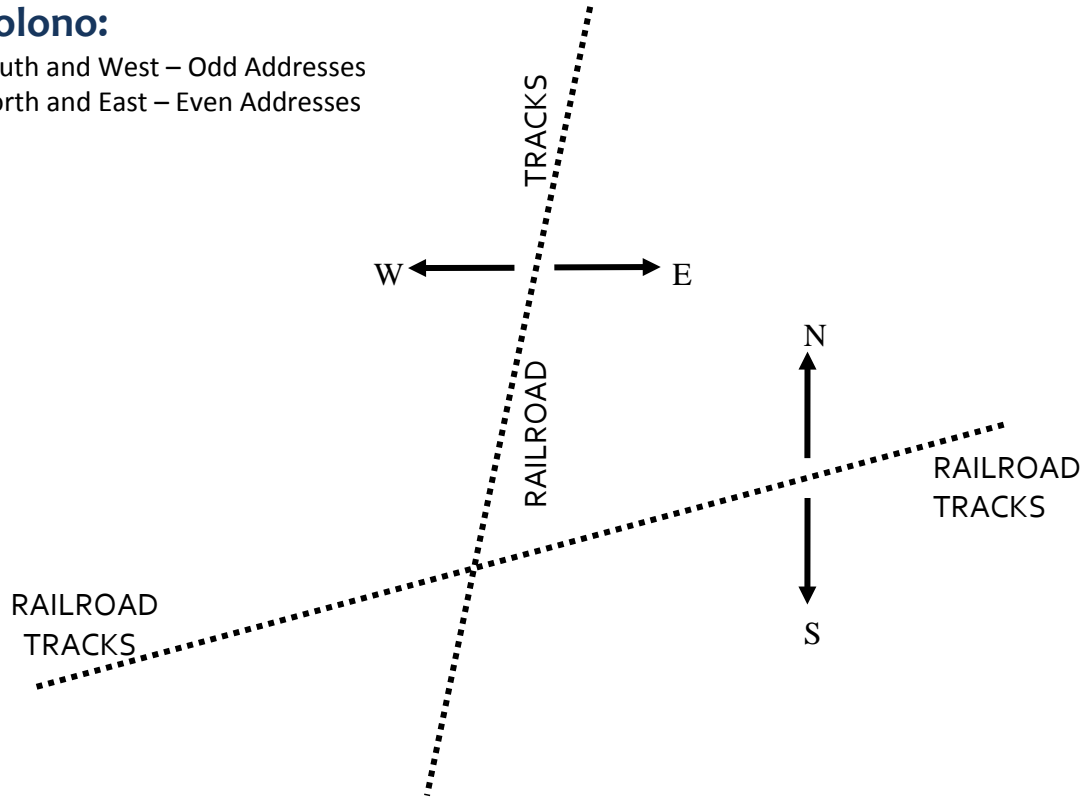
South and West – Odd Addresses

North and East – Even Addresses



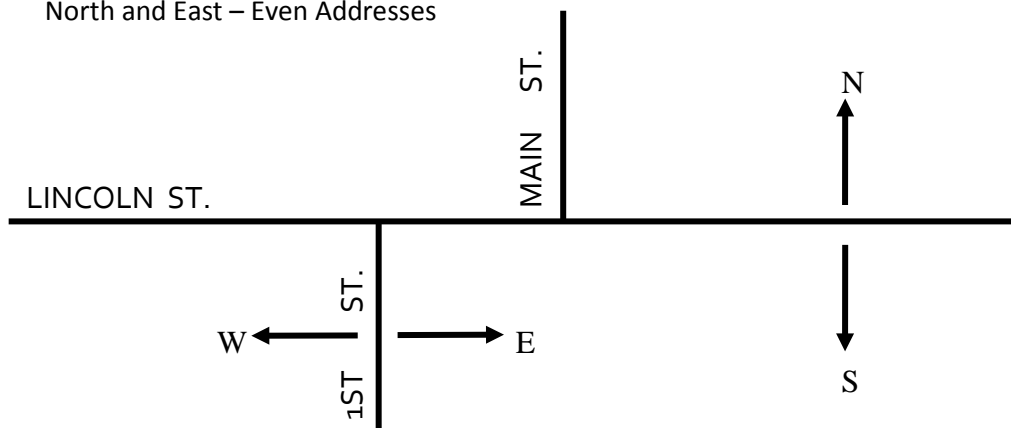
Tolono:

South and West – Odd Addresses
North and East – Even Addresses



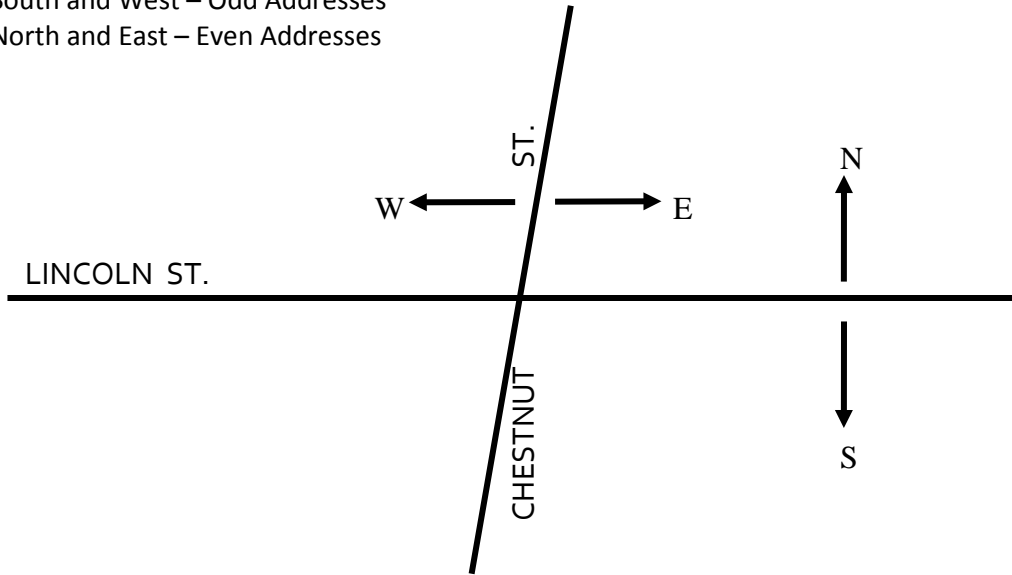
St. Joseph:

South and West – Odd Addresses
North and East – Even Addresses



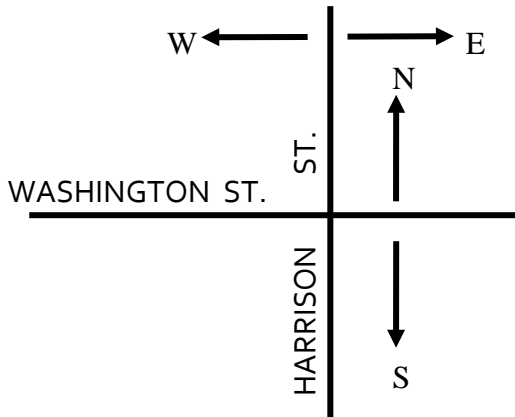
Pesotum:

South and West – Odd Addresses
North and East – Even Addresses



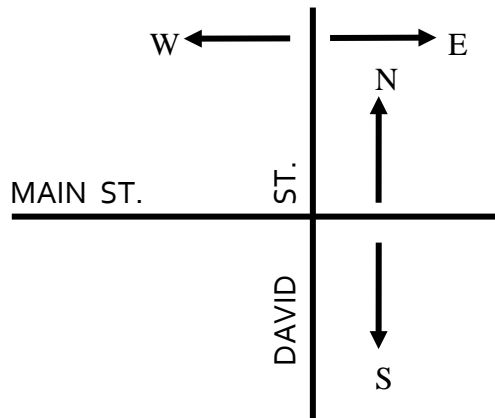
Philo:

South and West – Odd Addresses
North and East – Even Addresses



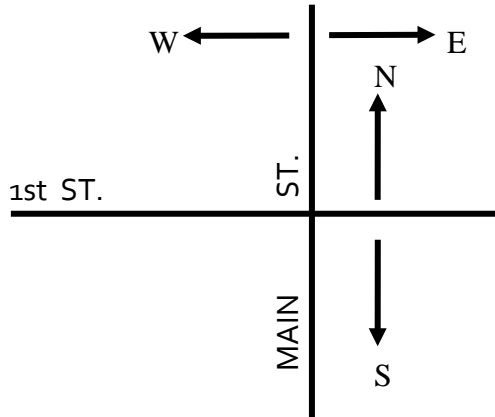
Sidney:

South and West – Odd Addresses
North and East – Even Addresses



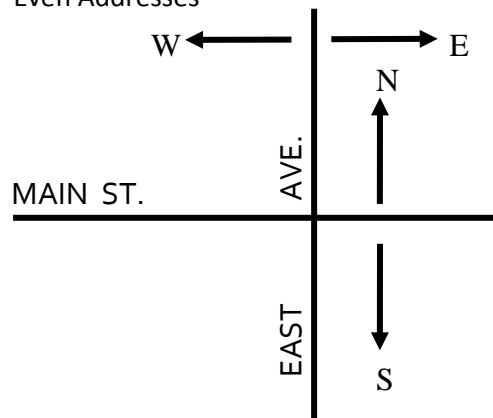
Homer:

South and East – Odd Addresses
North and West – Even Addresses



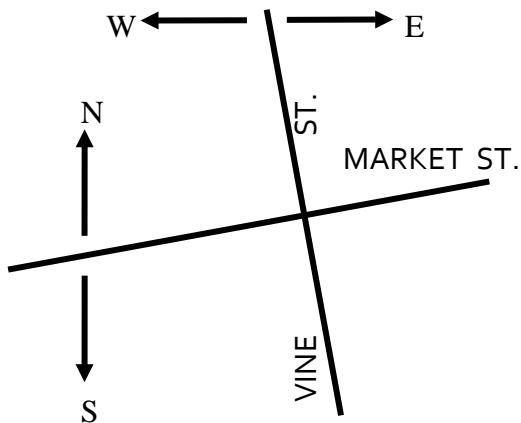
Ogden:

North and West – Odd Addresses
South and East – Even Addresses



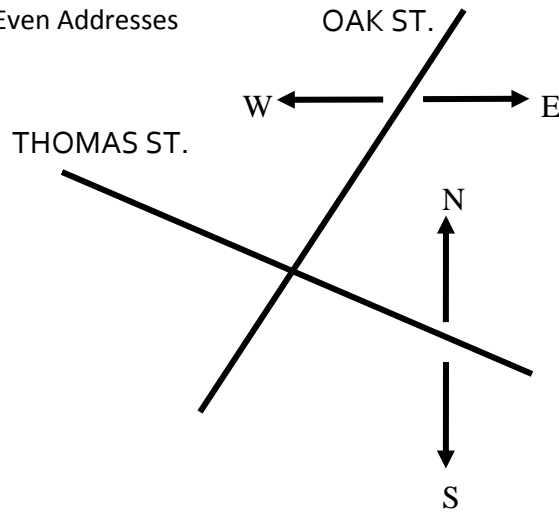
Sadorus:

North and East – Even Addresses
South and West – Odd Addresses



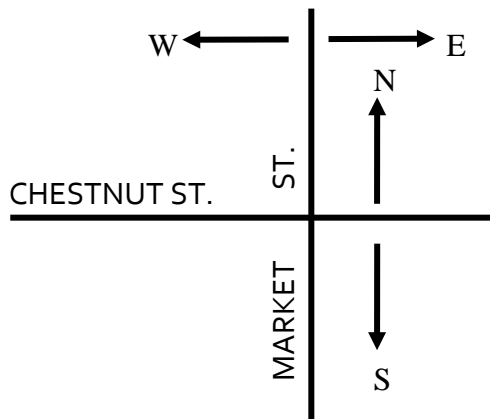
Ludlow:

South and West – Odd Addresses
North and East – Even Addresses



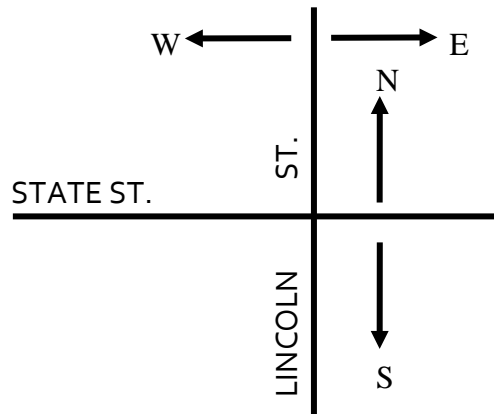
Bondville:

South and West – Odd Addresses
North and East – Even Addresses



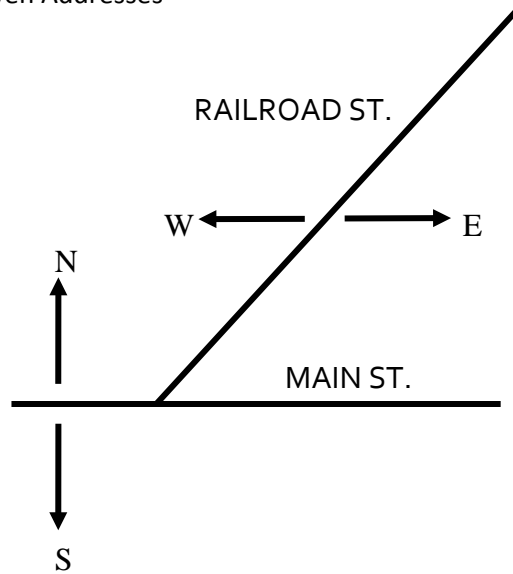
Broadlands:

North and East – Odd Addresses
South and West – Even Addresses



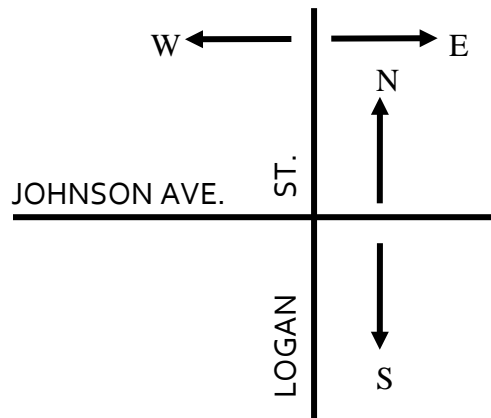
Royal:

South and West – Odd Addresses
North and East– Even Addresses



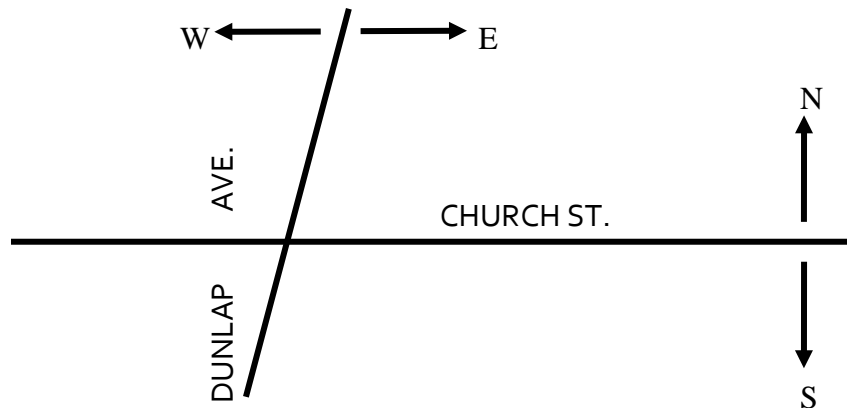
Longview:

South and East – Odd Addresses
North and West– Even Addresses



Savoy:

South and West – Odd Addresses
North and East– Even Addresses



Thomasboro:

North of Central Ave.:

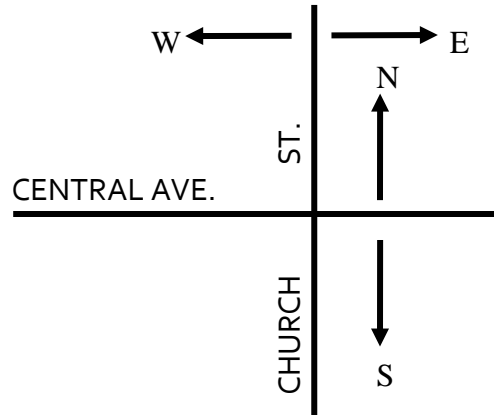
South and West – Odd Addresses

North and East– Even Addresses

South of Central Ave.:

South and East-Odd Addresses

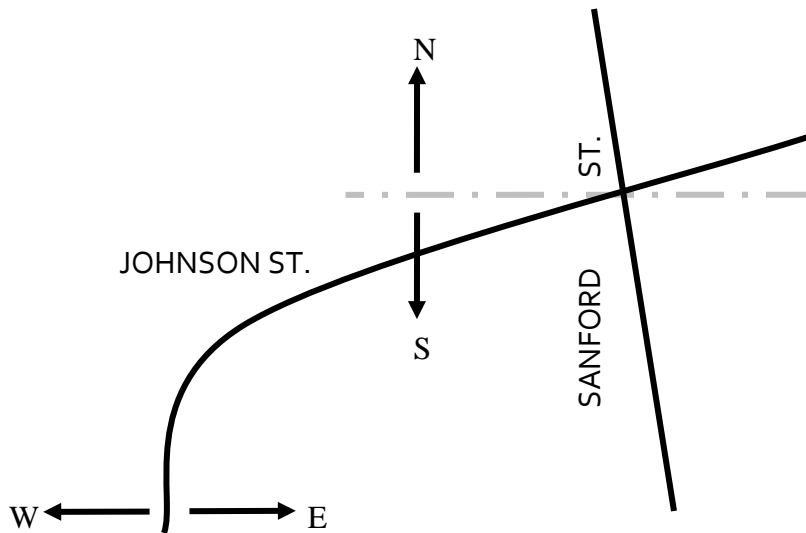
North and West-Even Addresses



Ivesdale:

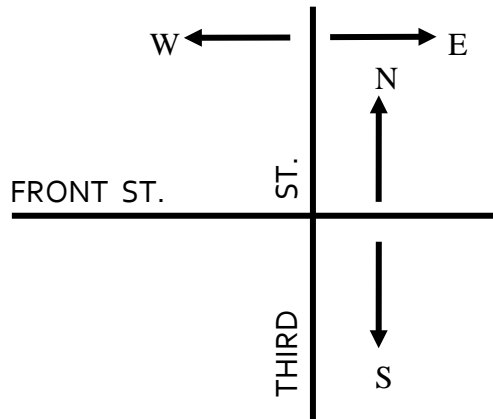
South and West – Odd Addresses

North and East– Even Addresses



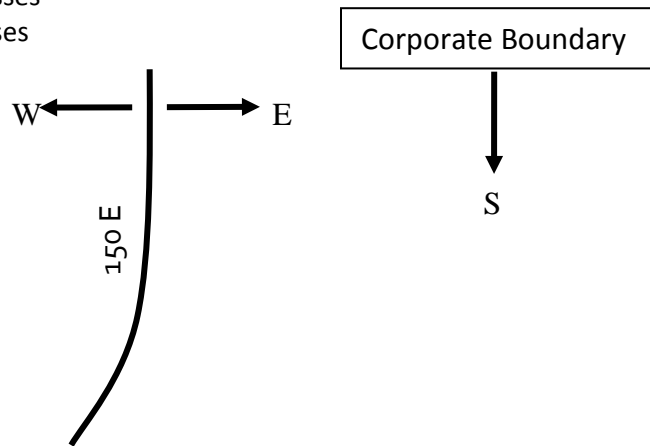
Fisher:

South and West – Odd Addresses
North and East – Even Addresses



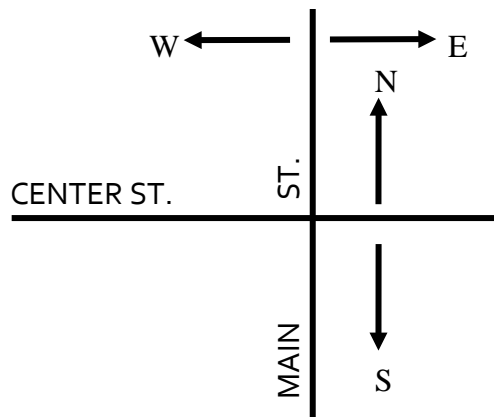
Foosland:

North and West – Odd Addresses
South and East – Even Addresses



Gifford:

South and East – Odd Addresses
North and West – Even Addresses



Appendix B. Valid Street Types and USPS Abbreviations

Street Type	Abbreviation
ALLEY	ALY
AVENUE	AVE
*BAY	BAY
BEND	BND
BOULEVARD	BLVD
CIRCLE	CIR
COURT	CT
COVE	CV
CROSSING	XING
DRIVE	DR
GROVE	GRV
LANDING	LNDG
LANE	LN
PARKWAY	PKWY
PLACE	PL
POINT	PT
ROAD	RD
ROW	ROW
RUN	RUN
SQUARE	SQ
STREET	ST
TERRACE	TER
THROUGHWAY	TRWY
TRAIL	TRL
VALLEY	VLV
VIEW	VW
WAY	WAY

* Bay is not a valid USPS street type or abbreviation however it is used within Champaign County.