



## BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

**Subject:** Discussion and any necessary action regarding Ordinance 2025-14 amending Section 5-1 and Section 9-8 of the Breckenridge Code of Ordinances to adopt local amendments to uniform codes regarding address identification.

**Department:** Administration

**Staff Contact:** Cynthia Northrop

**Title:** City Manager

---

### **BACKGROUND INFORMATION:**

In March the City Commissioners approved Ordinance 2025-04 to resolve challenges associated with inconsistent addressing throughout the City of Breckenridge. Due to an administrative oversight, the version approved was not the final version of the proposed Ordinance amendment.

Ordinance 2025 – 14 will amend the changes to Sections 5-1 and 9-8 of the Code of Ordinances that Ordinance 2025-04 made by adopting the language originally intended by staff regarding address identification. Rather than require 6” address markers, with an exception allowing for 4” address markers for suites and apartments, Ordinance 2025-14 requires 4” address markers for residential properties and 6” lettering for commercial properties. Staff has indicated that 6” lettering is more difficult to obtain and recommends that it is only required for larger commercial structures.

The City initiated a work group to develop solutions to inconsistent addressing (all properties should have 911 Addresses), making it difficult for law enforcement/fire services/code enforcement to find homes.

Working with the West Central Texas Council of Governments (COG), USPS, Appraiser, Stephens County and COB PD, FIRE, and Code, we have a path forward to resolving this challenge. The first step is to update our ordinance to require 911 Addressing (state law already does require, it just hasn’t always been done) and to require all buildings (residential/commercial/industrial) to display their 911 address on their structure where it is visible from the street.

The next step will be a public education campaign, and COG and USPS will conduct audits simultaneously. Once we have their audits, we will notify all residents (mailing) of the required compliance and provide residents with info on how to ensure they have a 911 Address.

**FINANCIAL IMPACT:**

The cost of a city-wide mailing: approximately \$2000

**STAFF RECOMMENDATION:**

Consider approval of Ordinance 2025-14 as presented.