

ARCHDALE STREET RENAMING POLICY

The purpose of this policy is to outline the city's street renaming policy and processing procedures. Since street name changes can be expensive and can be an inconvenience for residents and property owners, street name changes will only be approved by City Council.

This policy does not apply to street name changes initiated by the city. If a street name change is initiated by the city, a public hearing will be conducted by the City Council so that affected property owners may speak for or against the proposed street name change.

Procedure:

- A. A petition, which is available from the City Planning Department, is required for any person(s) or entity that wishes to rename a street.
- B. The street must be located within the city limits and must be maintained by the city.
- C. The petition must contain the signatures of seventy-five (75%) percent of the property owners addressed from or that may potentially be addressed from the street. In cases where the property is owned by more than one person, all persons in whose name the property is titled must sign the petition.
- D. The Planning Department will process the petition and check for completeness. Only petitions that meet the criteria set forth in section A, B and C will be forwarded through the street renaming process.
- E. The Planning Department will consult with the Randolph/Guilford County 911 Addressing Coordinator to determine if the proposed street name is viable. To be viable a street name cannot duplicate or be similar to another existing street name within the county in which it is located. A street name that is considered offensive to any person, group, or place will not be accepted.
- F. If the Planning Department determines that a proposed street name is viable, the request will be forwarded to City Council for consideration and approval. The City Council will conduct a public hearing on the proposed street name change so that affected citizens may speak for or against the change. A resolution implementing the street name change will be prepared upon approval by City Council.
- G. The street name will become effective upon payment of applicable fees described below.

Fees:

A \$50.00 fee will be required to process a street name change request. In addition, petitioner(s) must pay for any costs associated with replacing existing street name signs. The cost of replacing the signs will be determined by the Planning Department through consultation with the Public Works Department. The \$50.00 fee shall be collected upon receipt of the petition. The fee for sign replacement shall be collected after approval from City Council. The fee for sign replacement will be provided to the petitioner prior to City Council consideration. If the petitioner does not agree to pay the costs or the costs to replace the signs are not paid within 60 days then the request will be void.