

Approval date: March 17, 2014

Resolution No.: 132/2014

Subject: Street Name Change

Goal

To provide clarification of the responsibilities and process of the City, property owners and tenants for the purpose of street name changes.

Scope

This policy applies to city and property owner initiated street name changes.

Policy

City Initiated Road Name Change

The following steps will be taken to ensure those impacted have an opportunity for input.

- 1.) Heritage & Museum Advisory Committee to review the proposed Road Name Change and make a recommendation to Council to support or deny.
- 2.) All impacted property owners and tenants are to be notified of the proposed change and provided with 30 days notice to object to the proposal and of the opportunity to be heard by Council.
- 3.) Council will hear from any impacted property owners and tenants at a subsequent public meeting and resolve to approve or deny.
 - a) If approval
 - 60 days notice will be provided to all impacted property owners advising them of the name change
 - All costs associated with the road name change are to be borne by the City – to a maximum of \$500 per business or household
 - City will contact Canada Post and request free 6 month to one year mail transfer from the old to new addresses
 - b) If denied, the property owners will be notified of the decision.

Property Owner Initiated Road Name Change

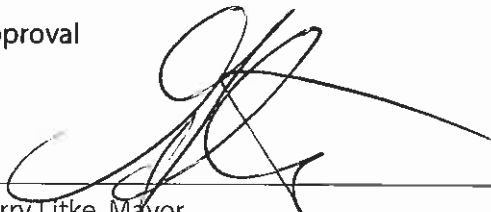
- 1) Property owners must submit an application with a petition for the proposed name change.

- a) Fee to be paid upon submission
 - b) The petition must include a minimum of 75% of the registered property owners in favour of the proposed name change.
- 2) Petition will be reviewed by the Heritage & Museum Advisory Committee which will either recommend support or denial of the proposal.
 - 3) All impacted property owners and tenants are to be notified of the proposed change and provided with 30 days notice to object to the proposal and of the opportunity to be heard by Council.
 - 4) Petition will be forwarded to Council with the Committee's recommendation to determine approval or denial.
 - a) If approved, Council will provide 60 days notice to all impacted property owners advising of the name change
 - b) All costs associated with the road name change are to be borne by the impacted property owners.

Previous revisions

n/a

Approval



Garry Litke, Mayor