

Below you will find the procedures and costs associated with a street name change.

Procedure (with general timelines in parenthesis)

1) Review the proposal with the Street Name Committee. The Committee consists of representatives from the Public Utilities Department, Fire Department, Police Department, Planning Department, ISD and the US Postal Service. The purpose of the committee is to resolve duplication and confusion arising from, and to give advice on, the naming of streets.

(2-3 weeks)

2) A staff report, with environmental document and recommendation, is prepared. The project is then scheduled for a Planning Commission hearing. Property owners (and tenants) located within 350 ft. of the project area (entire length of street) are noticed of the hearing via U.S. mail. The project may also be noticed in a newspaper of general circulation. The Planning Commission will consider the recommendation (s) of the Street Name Committee.

(2 months)

3) If the Planning Commission determines that the street name should be changed, its determination and recommendation is forwarded to the City Council. A City Council hearing is then noticed in the same manner as the Planning Commission hearing. If the Commission determines that no change is necessary, the project dies. Any interested person may appeal the decision of the Planning Commission to the City Council.

(1 month)

Costs

The street name change application fee is \$1,580. The fee to change a street address is \$50 per address. The fee to physically change the street name sign is \$173 per sign.

For example, if 10 street signs and 100 addresses need to be changed, the costs associated with the street name change would be approximately \$8,310.