

## STREET RENAMING PROCESS

### ELIGIBLE APPLICANTS:

Persons who reside on or own property that have a street address on any street, road or highway within the city.

### INITIAL REQUEST:

1. Applicants must submit an initial written request to the City Secretary containing an accurate description of the street, road, or highway or portion thereof, and the name or names involved, so as to identify the location and a narrative explaining the background and intended justification for the proposed street renaming.
2. The City Secretary and City Traffic Engineer will jointly verify whether the request complies with the city council policy for proposed street name changes.

### City Policy:

- a. The City Council declines to rename streets in Corpus Christi except to serve a recognized purpose of local, regional, statewide or national significance.
  - b. In any case, the City Council declines to rename any street:
    1. that is currently "named" functional classified arterial through street as listed in the Code of Ordinances, section 53-250;
    2. for a person not deceased;
    3. that would create disruption or discontinuity to the name of a longer section street; or
    4. that is reflected on the 1852 Plan of Corpus Christi, or a street name that has existed within the original boundary of the 1852 Plan of Corpus Christi for a period of greater than 50 years.
  - c. Not included in sections a or b of the policy is any proposed renaming of a street initiated by the City Traffic Engineer for the purposes of street network clarification or any proposal to provide a formal name to a street which has only a State highway or County Road numerical classification (e.g. F.M. xxx or CR. xx).
3. If the City Secretary and City Traffic Engineer determine that the request does not comply with city policy, the City Secretary shall notify the City Council. Unless otherwise directed by a majority of the council by the end of the next council meeting after notification, the City Secretary will notify the applicant of the denial and the reasons for denial.
  4. If the determination of the City Secretary and City Traffic Engineer is that the request does comply with city policy, the City Secretary shall notify the applicant to submit an Official Application in writing, directed to the City Council.

OFFICIAL APPLICATION:

5. The Official Application shall be on a form supplied by the City Secretary, shall contain all information requested and must be accompanied by a five hundred dollar (\$500.00) Research Fee.

The Research Fee will be for preparation of a detailed site map, identification of affected property owners, tenants, and their mailing address, preparation of a survey form, and identification of a Processing Fee.

The Processing Fee shall be for cost of mailing survey forms to affected property owners, staff costs for compiling responses to survey, cost of publishing a notice of a public hearing by the city council, and cost for mailing written notice to all affected property owners and tenants on the affected street.

6. City Traffic Engineer shall provide written notice to applicant of amount of Processing Fee and applicant shall deposit that sum within ten (10) working days of receipt of such notice with the City Secretary.

7. Within ten (10) working days of receipt of the Processing Fee, the Traffic Engineer will mail the survey to the affected property owners. Property owners will have fifteen (15) working days to respond to the survey. The City Traffic Engineer will at that time determine the number of property owners in support of the street name change. Property owners not responding will be classified as not supporting the street name change.

8. Within twenty (20) days the applicant will be notified of the survey results. If less than seventy-five (75) percent of the property owners support the proposed street name change, the request will be denied.

9. If more than seventy-five (75) percent of the property owners support the proposed street name change, the City Traffic Engineer shall in writing request comments in writing from the Director of Engineering Services, City Utilities Office Manager, Director of Planning, City Landmark Commission, Police Chief, Nueces County Historical Society, Fire Chief, Nueces County Historical Commission and the Postmaster.

10. A Public Hearing by the City Council on the street name change will be set, published in the newspaper, and notices mailed to all affected property owners and tenants.

11. After the Public Hearing is held, the City Council will approve or disapprove the applicant request. At least three-fourths (3/4) majority vote of the City Council shall be required to approve the request.

12. If approved, the City's cost for fabrication and installation of street name sign assemblies (inclusive of material costs) will be paid by the applicant.

13. If denied, neither the Research Fee or Processing Fee will be refunded to the applicant.