

RESOLUTION NO. 168-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, ADOPTING A STREET NAMING POLICY TO PROVIDE FOR A SPECIFIC SET OF CRITERIA FOR NAMING STREETS WITHIN THE CITY OF RIVIERA BEACH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council directed staff to create a street naming policy; and

**WHEREAS**, staff researched other cities and counties street naming policies and prepared a policy for the City of Riviera Beach; and

**WHEREAS**, the policy creates specific guidelines and criteria for changing street names within the City; and

**WHEREAS**, renaming streets is a way to honor prominent members of the community both living and deceased that have contributed in a way that has benefitted the community; and

**WHEREAS**, the City Council has the final approval in changing a street name within the City of Riviera Beach.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA AS FOLLOWS:**

**SECTION 1.** The Street Naming Policy is approved by the City Council for the purpose of creating a specific set of criteria for naming streets within the City of Riviera Beach.

**SECTION 2.** This Resolution shall take effect immediately upon approval.

**PASSED and APPROVED this 15 day of December, 2010.**

RESOLUTION NO. 168-10  
PAGE 2

APPROVED:

*Thomas A. Masters*  
THOMAS A. MASTERS  
MAYOR

*Billie E. Brooks*  
BILLIE E. BROOKS  
COUNCILPERSON

ATTEST:

*C. E. Ward*  
CARRIE E. WARD  
MASTER MUNICIPAL CLERK  
CITY CLERK

*Judy L. Davis*  
JUDY L. DAVIS  
COUNCILPERSON

*Cedrick A. Thomas*  
CEDRICK A. THOMAS  
COUNCILPERSON

*Dawn S. Pardo*  
DAWN S. PARDO  
COUNCILPERSON-chair

*Shelby L. Lowe*  
SHELBY L. LOWE  
COUNCILPERSON

MOTIONED BY: *Thomas*

SECONDED BY: *Pardo*

B. BROOKS *Aye*

J. DAVIS *Aye*

C. THOMAS *Aye*

D. PARDO *Aye*

S. LOWE *Aye*

REVIEWED AS TO LEGAL SUFFICIENCY  
*Pamela H. Ryan*  
PAMALA HANNA RYAN, CITY ATTORNEY

DATE: 12/2/10

RESOLUTION NO. 6-11

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, ESTABLISHING FEES FOR STREET RENAMING APPLICATIONS AND BOARDING CERTIFICATES, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council approved a Resolution on December 15, 2010 adopting the Street Naming Policy; and

**WHEREAS**, the Street Naming Policy Section VII. "Changing Names of Public Streets" requires that a nonrefundable application fee must be submitted to the Community Development Department to process all applications; and

**WHEREAS**, the City Council adopted Ordinance 3084 regarding Boarding of Vacant Buildings or Structures on October 20, 2010; and

**WHEREAS**, Article V. "Boarding of Vacant Buildings or Structures", Section 6 "Boarding Certificates", requires an application fee, boarding certificate fee, and renewal fee be established by the City Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA AS FOLLOWS:**

**SECTION 1.** That the application fee under the Street Naming Policy shall be \$100.00

**SECTION 2.** That the boarding certificate application fee, certificate of boarding fee, and renewal of certificate of boarding fee shall be as follows:

- (1.) Boarding Application fee...\$50.00
- (2.) Certificate of Boarding fee...\$250.00
- (3.) Boarding Renewal fee...\$100.00

**SECTION 3.** That these fees shall remain in place until adjusted periodically by the City Council.

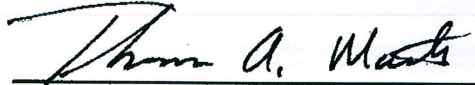
**SECTION 4.** This Resolution shall take effect immediately upon approval.

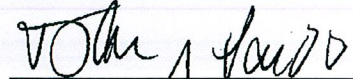
**PASSED and APPROVED this 19TH day of JANUARY, 2011.**

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RESOLUTION NO. 6-11  
PAGE 2


APPROVED:

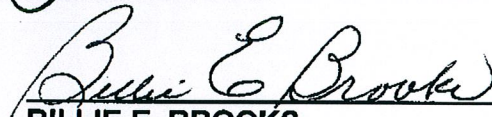
  
\_\_\_\_\_  
THOMAS A. MASTERS  
MAYOR

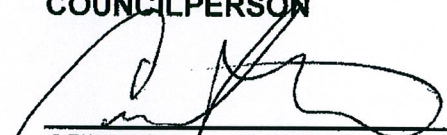
  
\_\_\_\_\_  
DAWN S. PARDO  
CHAIRPERSON

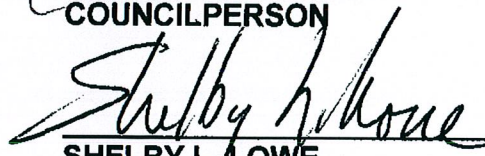
ATTEST:

  
\_\_\_\_\_  
CARRIE E. WARD  
MASTER MUNICIPAL CLERK  
CITY CLERK

  
\_\_\_\_\_  
JUDY L. DAVIS  
CHAIR PRO TEM

  
\_\_\_\_\_  
BILLIE E. BROOKS  
COUNCILPERSON

  
\_\_\_\_\_  
CEDRICK A. THOMAS  
COUNCILPERSON

  
\_\_\_\_\_  
SHELBY L. LOWE  
COUNCILPERSON

MOTIONED BY: C. THOMAS

SECONDED BY: B. BROOKS

B. BROOKS AYE

J. DAVIS AYE

C. THOMAS AYE


D. PARDO AYE

S. LOWE AYE

REVIEWED AS TO LEGAL SUFFICIENCY

  
\_\_\_\_\_  
PAMALA HANNA RYAN, CITY ATTORNEY

DATE: 1/11/11

	<b>POLICY AND/OR PROCEDURE</b>	<b>NUMBER:</b>
	<b>SUBJECT:</b>  <b>STREET NAMING POLICY</b>	<b>EFFECTIVE:</b>
		<b>CANCELS:</b>
		<b>DISTRIBUTION:</b>
<b>APPROVED</b>	<b>APPROVED BY COUNCIL RESOLUTION _____</b>	
<b>COMMUNITY DEVELOPMENT DIR</b>	<b>CITY MANAGER</b>	<b>PAGE 1 OF 5</b>

This Policy consists of the following numbered sections:


- I. PURPOSE
- II. SCOPE/APPLICABILITY
- III. STREETS REQUIRING NAMES
- IV. RENAMING STREETS
- V. NAMING NEW STREETS
- VI. STREET NAME SELECTION
- VII. CHANGING NAMES OF PUBLIC STREETS
- VIII. STREET EXTENSIONS

## **I. PURPOSE**

The purpose of the City of Riviera Beach (“City”) Street Naming Policy is to provide specific guidelines and strategies to be utilized throughout the City when streets require or warrant naming or name changing.

## **II. SCOPE/APPLICABILITY**

All street naming functions shall be centralized in the Community Development Department of the City of Riviera Beach including, but not limited to, naming new streets and renaming existing streets. All applicants applying to name a new street or rename an existing street shall comply with this Policy (“Policy”), as may be amended from time to time, and on file with the Community Development Department. To ensure consistency and uniformity, the performance of street naming functions by any other entity within the City of Riviera Beach is strictly prohibited. The City retains the authority to assign street names and change street names to protect the public health, safety, and welfare and to ensure compliance with the Policy.

	<b>POLICY AND/OR PROCEDURE</b>	<b>NUMBER:</b>
	<b>SUBJECT:</b>  <b>STREET NAMING POLICY</b>	PAGE 2 OF 5

### **III. STREETS REQUIRING NAMES**

A street will be named if it meets at least one of the following conditions:

- a. If the street is a public or approved private road or street.
- b. Public and approved private streets designed as short cul de sacs will require a street name when four or more lots use the cul de sac exclusively for their access.
- c. If two or more dwelling units or business related buildings exist, or are proposed to be constructed, along the street or are served by the street. A street for this purpose can be identified as an unapproved private road or street, unimproved Right of Way, or an access easement that serves as the primary means of access to two or more structures.

### **IV. RENAMING STREETS**


Street renaming should be limited to correcting deficiencies in existing street names, including but not limited to, duplicate street names, to correct an error in the street name, to eliminate confusion created by multiple street name changes along a single roadway; or to make any other changes that would promote the implementation of this Policy. A street may also be renamed to honor a person if the following criteria are met:

- a. The individual has achieved prominence as a result of his or her significant contribution to the United States of America and/or the local community; and
- b. The individual has been deceased for a period of no less than 5 years; or
- c. The City Council determines that the street should be renamed in honor of a living person because of exceptional circumstances.

All street name changes will require a review and recommendation from the Community Development Department (see VII. CHANGING NAMES OF PUBLIC STREETS)

### **V. NAMING OF NEW STREETS**


New streets will be named during the subdivision process. The developer shall propose the naming of all streets within a new subdivision at the time of filing the preliminary plans. The Community Development Department will review proposed street names for conformance with the street naming policy at the time of preliminary planning review. Once the street names have been approved, the developer will provide a site plan that shows the geometry of the streets with the approved street names labeled on the plan.

	<b>POLICY AND/OR PROCEDURE</b>	<b>NUMBER:</b>
	<b>SUBJECT:</b>  <b>STREET NAMING POLICY</b>	PAGE 3 OF 5

All new street names shall comply with the Policy. The Community Development Department shall examine the name proposed by an applicant. If the proposed street name conflicts with the name of an existing street pursuant to the Policy or conflicts with any other provision of the Policy then the applicant shall change the proposed name of the street as directed by the Community Development Department. If a new street connects, or nearly connects to an existing street, the new street name accepted by the City shall have the same name as the existing street.

**VI. STREET NAME SELECTION**

- a. A street name should be appropriate and easy to read so that it can be easily used in an emergency situation.
- b. Historically used road names shall be retained where possible.
- c. Names tending to be confused as homonyms, having the same or similar pronunciation but with a different spelling are prohibited (e.g., Smith, Smyth or Smythe; Ellis or Alice; Allen or Alan).
- d. Names that may be offensive or derogatory (slang, double meanings, etc.) shall be avoided.
- e. Use of frivolous or complicated words or unconventional spellings in road names such as Pointe, Greene, or Olde shall be avoided.
- f. Sound-alike names (e.g., Bay View DR, Bayview DR or Brainard LN, Barnard LN) should not be used.
- g. Special characters in road names such as hyphens, apostrophes, dashes or periods should not be used.
- h. Do not use abbreviations in a street name.
- i. Street names shall not exceed a total of 30 letters and/or spaces. This will include street type and direction.
- j. The use of standard suffixes or directional suffixes or prefixes as the road/street names (e.g., North Blvd, Court St) should be avoided.
- k. Street Direction shall not be used as a prefix to a street name.
- l. Only a person's last name should be used as a street name unless additional identification is necessary to prevent duplication of an existing street name in Riviera Beach and/or surrounding municipalities.
- m. Any street name that matches an existing or proposed subdivision name must be located within the subdivision in which it shares the name.
- n. Reusing former street names is discouraged because of the confusion that may result in the property records.
- o. Qualifying words may be used when a newly created street is actually an extension of an existing street which cannot be or for which no numbers are available. North, South, East, and Upper or Lower are appropriate qualifying words (i.e., East Beach Avenue, and must be placed first as opposed to last i.e., Beach Avenue East).

	<b>POLICY AND/OR PROCEDURE</b>	<b>NUMBER:</b>
	<b>SUBJECT:</b>  <b>STREET NAMING POLICY</b>	PAGE 4 OF 5


- p. Road name suffixes must meet United States Postal Service standards as described in USPS Publication 28 Appendix C, Street Abbreviations, Subsection C1 Street Suffix Abbreviations.
- q. In the City of Riviera Beach the following suffixes are approved for use:

Avenue	Expressway	Road
Boulevard	Highway	Street
Circle	Lane	Terrace
Court	Place	Trail
Drive	Parkway	Way

**VII. CHANGING NAMES OF PUBLIC STREETS**

- a. Changes in names of public streets shall be made by resolution, pursuant to the procedures in this Policy.
- b. A proposed change in street name may be initiated by the City Council, or by petition filed with the Community Development Department and signed by at least two-thirds of the owners of property abutting the street. Upon completion of administrative review of either City-initiated or citizen-initiated applications, which review shall be completed within 60 days of submission of such application, the Community Development Department shall forward the application to the City Council for its consideration. The Community Development Department shall review all City initiated and citizen initiated applications for renaming of City streets and provide a report and recommendation to the City Council for approval. The report and recommendation shall address the following criteria:
  - 1. The origin of the street name;
  - 2. Any historical significance of the existing street name;
  - 3. Whether there are any historical structures or landmarks on the subject street;
  - 4. Whether the existing street name is part of a common theme of street names throughout the community where such street is located;
  - 5. The age of the street name; and
  - 6. Whether the street name is a duplicate street name.
- c. The Community Development Department is authorized and directed to establish:



	<b>POLICY AND/OR PROCEDURE</b>	<b>NUMBER:</b>
	<b>SUBJECT:</b>  <b>STREET NAMING POLICY</b>	PAGE 5 OF 5

1. An application for street name changes; and
  2. The standards for placements, dimensions, and type of signage for honorary street designations.
- d. All street name changes shall be for the entire length of the street and not for a short segment of such street.
  - e. No request by any entity other than a government agency for the renaming of a street or honorary designation of a street or portion thereof shall be accepted or considered by the City until a nonrefundable application fee to cover the costs of processing such application, as developed by the Community Development Department, has been paid to the City.
  - f. All Streets renamed shall keep under the new name of the street the original name.

#### **VIII. STREET EXTENSIONS**

The use of existing street names will be used whenever an existing street/roadway is extended or expanded. Every effort should be made to maintain a single street name along the entire length of a roadway. Directional identifiers should only be used if the roadway passes into a different address quadrant and the potential for address ranges to repeat exists.