

Existing Street Naming Policy with Markups

This Policy consists of the following numbered sections:

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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. All costs associated with name change requests are to be borne by the applicant. Street name changes must be approved by the City Council.

II. SCOPE/APPLICABILITY

All street naming functions shall be centralized in the Development Services 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 Development Services 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.

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 cull de sacs will require a street name when four or more lots use the cull 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. City Council shall determine what constitutes exceptional circumstances for living persons.

All street name changes will require a review and recommendation from the Development Services 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 Development Services 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.

All new street names shall comply with the Policy. The Development Services 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 Development Services 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 Allice; 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).
 - 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 Way
Drive	Parkway	

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 any individual applicant. Any street renames not initiated by City Council must be submitted via application to the Development Services Department and include a petition in support of the action signed by at least two-thirds of the owners of property abutting the street to be renamed. 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 Development Services Department shall forward the application to the City Council for its consideration. The Development Services 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 Development Services Department is authorized and directed to establish:
 - 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~~ City Council 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 \$250 application fee to cover the costs of processing such application, as developed by the Development Services Department, has been paid to the City. In addition to the application fee, requests must include a \$1,000 deposit towards the expense of street sign installation. If approved by City Council, the remaining cost of street renaming, as calculated by City staff, shall be due within 30 days of the meeting which approved the request. If the request is not approved by a majority vote by City Council, the \$1,000 deposit will be returned to the applicant. If the street rename is initiated by City Council, the body's proposal shall include a description of the proposed funding source(s).
- 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.