

RESOLUTION NUMBER 124-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING A NAMING AND RENAMING POLICY FOR STREETS, CITY BUILDINGS AND FACILITIES (OR COMPONENT THEREOF), AND CERTAIN CITY REAL OR TANGIBLE PROPERTIES; PROVIDING FOR AN EFFECTIVE DATE; AND OTHER PURPOSES.

WHEREAS, the City Council directed staff to update and amend the existing Street Naming Policy adopted by the City on December 15, 2010; and

WHEREAS, the City Council further directed City staff to include provisions related to the naming and renaming of City buildings and facilities (or components thereof), and certain real and tangible personal properties; and

WHEREAS, City staff has researched other cities' and counties' street/building/facility naming policies and prepared an updated policy for the City of Riviera Beach; and

WHEREAS, the revised policy, affixed as Attachment "A", is to provide specific guidelines and criteria for changing street names and municipal real and tangible property within the City, including providing a fee schedule for costs associated with such requests; and

WHEREAS, the naming or renaming of streets/buildings/facilities and certain real or tangible personal property is a means to honor prominent members of society both living and deceased who have measurably contributed to the betterment of mankind either globally, nationally or locally.

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 amendment is approved by the City Council for the purpose of updating and amending the criteria for naming and renaming streets within the corporate limits of the City.

SECTION 2: The Street Naming Policy amendment is approved by the City Council for the purpose of establishing standards and guidelines for naming and renaming City buildings and facilities (or components thereof), and certain real and tangible personal properties within the corporate limits of the City.

SECTION 3: This resolution shall take effect immediately upon approval, and shall supersede all previous resolutions on this matter.

PASSED AND APPROVED this ___ day of _____, 2021.

APPROVED:

RONNIE L. FELDER
MAYOR

JULIA A. BOTEL, Ed.D
CHAIRPERSON

ATTEST:

CLAUDENE L. ANTHONY
CERTIFIED MUNICIPAL CLERK
CITY CLERK

DOUGLAS A. LAWSON
CHAIR PRO TEM

TRADRICK MCCOY
COUNCILPERSON

SHIRLEY M. LANIER
COUNCILPERSON

KASHAMBA MILLER-ANDERSON
COUNCILPERSON

MOTIONED BY: _____

SECONDED BY: _____

T. MCCOY _____

K. MILLER-ANDERSON _____

S. LANIER _____

J. BOTEL _____

D. LAWSON _____

REVIEWED AS TO LEGAL SUFFICIENCY

DAWN WYNN, CITY ATTORNEY

DATE: _____

ATTACHMENT "A"

POLICY TO NAME AND RENAME CITY STREETS, BUILDINGS AND FACILITIES (OR COMPONENTS THEREOF), AND CERTAIN REAL OR TANGIBLE PROPERTIES

This Policy consists of the following numbered sections:

- I. PURPOSE
- II. SCOPE/APPLICABILITY
- III. NAMING OR RENAMING OF STREETS, BUILDINGS OR FACILITIES TO HONOR INDIVIDUALS
- IV. NAMING NEW STREETS
- V. PUBLIC STREET RENAMING
- VI. STREET EXTENSIONS
- VII. NAMING OR RENAMING OF CITY BUILDINGS, FACILITIES OR CITY REAL OR TANGIBLE PROPERTIES
- VIII. FEES FOR THE NAMING OR RENAMING OF CITY BUILDINGS, FACILITIES AND CERTAIN REAL OR TANGIBLE CITY PROPERTIES
- IX. SIGNAGE FOR THE NAMING OR RENAMING OF CITY BUILDINGS, FACILITIES OR CERTAIN REAL OR TANGIBLE PROPERTIES

I. PURPOSE

The purpose of the City of Riviera Beach ("City") Policy to Name and Rename City Streets, Buildings, and Facilities (or components thereof), and certain real or tangible properties is to provide specific guidelines and strategies to be utilized by the City when naming or renaming:

- A. City streets;
- B. City buildings;
- C. Ancillary facilities;
- D. Components of City buildings or facilities; and
- E. Certain real or tangible City properties.

II. SCOPE/APPLICABILITY

- A. All street naming functions shall be centralized in the Development Services Department, 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 submit an application and application fees for processing and approval, as provided in this Policy.
- B. All City buildings and facilities, or components thereof, and real or tangible properties naming functions shall be centralized in the Parks and Recreation Department, including, but not limited to, naming and renaming buildings, facilities (or components thereof), and certain real or tangible properties. All applications for such name or rename changes shall submit an application and application fees for processing and approval, as provided in this Policy.
- C. To ensure consistency and uniformity, the performance of street naming functions by

any other agency within the City 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.

- D. All costs associated with name or rename change requests are to be borne by the applicant.
- E. The City reserves the right to refuse, deny or otherwise ignore any application per this Policy.
- F. The City Council reserves the right to remove any name or rename of a street, building, facility, or real or tangible property granted under this Policy at its discretion.

III. NAMING OR RENAMING OF EXISTING STREETS, BUILDINGS OR FACILITIES TO HONOR PERSONS

- A. 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 serve to promote the implementation of this Policy.
- B. A street or City-owned building or facility (or portion thereof) may be renamed to honor a person, who the Council has determined has met the following criteria:
 - 1. The individual has been deceased for a period of no less than five (5) years and has achieved prominence as a result of his or her significant contributions to the nation, state or local community; or
 - 2. A living person only if the individual has achieved prominence as a result of his or her significant contributions to the nation, state or local community and only if a super-majority vote of the Council is realized.
- C. All street, building, and facility name changes will require a review and recommendation from the Development Services Department or Parks and Recreation Department.

IV. NAMING OF NEW STREETS

New streets will be named during the subdivision review 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.

A. STREETS REQUIRING NAMES

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

1. If the street is a public or approved private road or street.
2. 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.
3. 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.

B. STREET NAME SELECTION GUIDELINES

1. A street name should be appropriate and easy to read so that it can be easily used in an emergency situation.
2. Historically used street names shall be retained where possible.
3. 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).
4. Names that may be offensive or derogatory (slang, double meanings, etc.) shall be avoided.
5. Use of frivolous or complicated words or unconventional spellings in road names such as Pointe, Greene, or Olde shall be avoided.
6. Sound-alike names (e.g., Bay View DR, Bayview DR or Brainard LN, Barnard LN) shall not be used.
7. Special characters in road names such as hyphens, apostrophes, dashes or periods shall not be used.
8. Do not use abbreviations in a street name.
9. Street names shall not exceed a total of 30 letters and/or spaces. This will include street type and direction.
10. The use of standard suffixes or directional suffixes or prefixes as the road/street names (e.g., North Blvd, Court St) should be avoided.
11. Street Direction shall not be used as a prefix to a street name.
12. 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.
13. Any street name that matches an existing or proposed subdivision name must be located within the subdivision in which it shares the name.
14. Reusing former street names is discouraged because of the confusion that may result in the property records.

15. 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).
16. 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.
17. 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

V. PUBLIC STREET RENAMING PROCESS

- 1) Changes in names of public streets shall be made by resolution, pursuant to the procedures in this Policy.
- 2) A proposed change in street name may be initiated by the City Council, or by any individual applicant. All proposals 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.
- 3) 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.

- 4) All street name changes shall be for the entire length of the street and not for a short segment of such street.
- 5) 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 \$250 application fee to cover the costs of processing such application, has been paid to the City.
- 6) In addition to the application fee, requests must include a \$1,000 deposit towards the expense of street sign production and installation costs related to the name change. If approved by City Council, the remaining cost of street renaming, as calculated by City staff, shall be due within 30 calendar days of the Council meeting wherein the approval was made. If the request is not approved by Council, the \$1,000 deposit will be returned to the applicant.
- 7) All streets renamed shall maintain the original street name printed under the new street name.

VI. 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.

VII. NAMING OR RENAMING OF CITY BUILDINGS, FACILITIES OR CITY REAL OR TANGIBLE PROPERTIES

The City Council must approve the naming or renaming of the following City real or tangible properties as a:

1. Building (existing or new);
2. Park Bench (existing or new);
3. Tree or landscape bed (existing or new);
4. Community Garden (existing or new);
5. Playground (existing or new);
6. Pavilion (existing or new);
7. Community Center Rooms/Gym room (existing or new);
8. Public meeting space (existing or new);
9. Athletic field or court (existing or new); or
10. Trail (existing or new)

VIII. FEES REQUIRED FOR THE DEDICATION PROCESS FOR NAMING OR RENAMING BUILDINGS, FACILITIES AND CERTAIN REAL OR TANGIBLE CITY PROPERTIES

1. Upon staff's review of the application and determination that all requested information has been provided by the application, City staff shall prepare and submit the request to the City Council for approval. Such request shall be submitted to the City Council within sixty (60) calendar days of the completion of the application review.
2. Upon the City Council's approval of a request for the naming or renaming of a City building, facility, or component thereof, or real or tangible property, the applicant shall submit the relevant fees below within thirty (30) calendar days of the City Council's approval.
 - i. Buildings (existing) \$5,000-\$50,000 dependent on square footage
 - ii. Buildings (new) Negotiated
 - iii. Park bench (existing) \$250 (new) Cost of bench and installation plus \$250
 - iv. Tree or landscape bed (existing) \$250 (new) cost of tree or bed plus \$250
 - v. Community Garden (existing) \$500 (new) cost of construction plus \$500
 - vi. Playground (existing small) \$500 (existing large) \$1000
 - vii. Playground (new) cost of playground and installation plus \$500
 - viii. Pavilion (existing) \$250 (new) cost of construction plus \$250
 - ix. Community center or gym room (existing) \$500
 - x. Community center or gym room (new) \$1000
 - xi. Athletic field or court (existing) \$500 (new) \$1000
 - xii. Trail (existing) \$500 (new) cost of development plus \$500

IX. SIGNAGE FOR THE NAMING OR RENAMING OF CITY BUILDINGS, FACILITIES OR CERTAIN REAL OR TANGIBLE PROPERTIES

Upon the approval of an application and the applicant's payment of the fees for the naming or renaming of a City building, facility, or certain real or tangible properties, a sign or similar identifier will be placed on or near the building, facility, or components thereof. The sign or identifier will be supplied by the City, once the applicant has paid the fees as stipulated in this Policy.