



## **POLICY FOR NAMING MUNICIPAL PROPERTY AND STREETS**

### **I. PURPOSE AND INTENT**

The purpose of this policy is to establish formal, fair and consistent guidelines and criteria for naming of municipal property in the City of Ennis. It is the intent of the City Commission to review and evaluate the naming or re-naming of municipal property in accordance with this policy.

### **II. GUIDELINES AND CRITERIA**

Names given for a municipal property shall identify one of the following:

- A. Naming for persons – There are occasions when it seems appropriate to name a park, street, facility, etc., in honor of a person. It should be one who has made a significant contribution to the public good; whose moral character and demonstrated leadership have been a major contribution to the City's quality of life; and/or has been instrumental in acquiring the area. In most instances, the person should be honored posthumously.
- B. Naming after Elected Officials – Naming of parks, streets, facilities, etc., after elected officials should generally be done posthumously. Consideration should be given to an elected official only if they have made a major contribution to any level of government, community, and/or have been instrumental in acquiring site/facility or funds.
- C. Naming after Donor or Donation – A site or facility may be named after the donor providing the donor wishes the same. A minimum of 80% of the total cost of the site, project, or facility development is required in order for a facility to be named after the donor. If a matching grant is secured, a minimum of 50% of the cost of the development is required. If a gift meets these requirements and stipulates naming a site after a living person, then criteria #1 must be evaluated thoroughly.
- D. Predominant natural features – Geographic, geologic, ecologic, botanical, horticultural, or scientific features of the City or a particular part of the City.

- E. An adjoining street or subdivision
- F. A Historic/Heroic event, location/landmark, or person – This may be local, state, or national and be substantiated through research and documentation.
- G. Street names may be proper nouns – All street names must be chosen so as to be easily identifiable and understood, such that a child could remember and pronounce, for purposes of dispatching public safety personnel

### III. PROCESS AND PROCEDURES

The City Commission has the sole right and responsibility to approve the names of municipal property.

- A. Facilities and real property – The City Commission will formally name each by passage of a Resolution. The Resolution will be considered during a meeting of the City Commission following a Public Hearing. Notice of the Public Hearing will be published in a newspaper of general circulation and on the City's website 72 hours in advance of the hearing.
  - 1. City initiated naming or renaming – The City Manager will present a list of suggested names to the City Commission for its consideration. The names suggested will comply with the criterion in Section II above. Upon consideration of the suggested names or any alternatives which may be suggested by the City Commission, the City Commission will formally name or rename the facility or property. In cases where a previous City Commission has formally named a facility or property, the City may initiate renaming under special circumstances, acknowledging the circumstances under which the previous City Commission chose to formally name the facility or property. Special circumstances may include changes in the use or function of the facility; factors which have rendered the current name obsolete, impractical, confusing or no longer the in the public interest; or other circumstances which, in the decision of the City Commission, necessitate the facility or property be renamed. Facilities or property named in honor of any nationally recognized figure may not be changed.
  - 2. Citizen initiated naming or renaming – A citizen, or citizens of the City of Ennis must submit a written request to the City Manager to propose a facility or real property name or rename. The request must clearly identify the facility or real property and must show compliance with the criteria and guidelines set forth within this policy. In the case of a proposal to rename a facility or property, the written request must also include the documented history of how and why the facility or real property was named originally and an explanation of why the current name should be replaced with the name proposed.

## B. Streets

1. Residential streets – names for streets constructed as part of a residential subdivision development will be proposed by the Developer during the platting process in compliance with the subdivision regulations and criteria in Section II above. The name of a new residential street will be formally granted upon the City's approval of the final plat.
2. All other streets – new streets constructed by the City will be named in accordance with the guidelines and criteria in Section II above upon the City's award of the construction contract.
3. City initiated renaming of Streets - City reserves the right to initiate renaming of a street if the City determines a name change is appropriate to eliminate driver confusion, enhance economic development, to improve emergency response, or other circumstances which, in the decision of the City Commission, necessitate the street be renamed. The renaming of any street will be in accordance with this policy and the subdivision regulations. The City Commission will formally rename a street by passage of an Ordinance. The Ordinance will be considered at a City Commission meeting following a Public Hearing. Notice of the Public Hearing will be published in a newspaper of general circulation at least ten (10) days in advance of the hearing and will be on the city's website. At least ten (10) days prior to the hearing, notice will also be mailed to all property owners and tenants owning or occupying property abutting the street of the proposed name change. This notice will contain the date, time and location for a public hearing to receive public input on the proposed name change.
4. Citizen initiated renaming of Streets – A request may be submitted to the City Manager by a citizen or citizens to rename an existing street in the City of Ennis. The request must contain (1) a location map showing the street or portion of street proposed for renaming; (2) a petition signed and dated by at least 90% of the property owners abutting the street with printed names and addresses next to the signatures; and (3) reasons supporting the street name change. Suggested names must be in compliance with the Guidelines and Criteria set forth in Section I of this policy. Name changes will not be considered if (1) the proposed street name is a duplication of an existing street name in the City; (2) the existing street name has significant historical value to the City; (3) the street name requested is perceived to be offensive to segments of the City's citizenry; or (4) if the proposed street name change is longer than 14 characters. Once the application has been received will be reviewed for compliance and submitted to the City Commission for approval by Ordinance.

IV. MISCELLANEOUS PROVISIONS

- A. No facility or real property shall be given the same name as an existing site or facility except where sites abut one another. Only one site shall be named for any individual or group.
- B. Proposed names of individuals shall be confidential insofar as the individual and/or family is concerned until the City Commission action has been taken.
- C. The City Commission reserves the right to deny a request for naming/renaming or dedicating a City facility or real property from any person, business or organization. The consideration by the City Commission will not be based on race, age, color, religion, sex, ancestry, national origin, disability, or place of birth but on what the City Commission and/or City Staff determines in its sole discretion to be in the best interest of the City.
- D. No name of any municipal property may bring dishonor on the citizens of Ennis or their government.
- E. Names may be removed from consideration or from a facility if the individual is convicted of a felony or any crime involving moral turpitude, is convicted of a lesser included offense pursuant to a plea when the originally charged offense is a felony or if the individual accepts deferred adjudication for a felony or a crime involving moral turpitude.

ADOPTED at a meeting of the City Commission of the City of Ennis on the 20<sup>th</sup> day of June, 2016.