

Central Hawke's Bay District Council – Report

TO: Services Committee

FROM: Regulatory Services Manager

DATE: 16 July 2009

FILE REF: COU1-801

SUBJECT: NAMING OF STREETS AND ROADS POLICY

1.0 SUMMARY

Council's current Policy on the naming of streets and roads is in parts unclear.

The process for re-naming roads set out in Section 2 is circular and the overall policy gives little guidance.

2.0 RECOMMENDATION

THAT

The amended *Naming of Streets, Roads Policy* be adopted.

REASON

The Objective of the decision will contribute to the following Community Outcomes:

- *Transport infrastructure and services that are safe, effective and integrated.*

3.0 BACKGROUND

The *Naming of Streets and Roads a Policy* sets out the process for the naming/renaming of roads. It provides criteria to assist with the selection of appropriate names and also provides some practical guidelines regarding naming.

It is important that road names are clear and accurate to ensure that there is no confusion. It is also important that they are universally acceptable and universally adopted, to ensure that individual addresses are recognised by everyone.

Advantages of a clear policy are:

- (i) For Councils and local government — by improved administration and service delivery.
- (ii) For emergency services — by facilitating improved response to emergency situations.
- (iii) For commercial interests — through enhanced customer service through more efficient delivery and distribution of goods and services.

- (iv) The information industry — by facilitating easier transfer, maintenance and exchange of address information between custodians and users.

4.0 OPTIONS

Option 1

The amended *Naming of Streets, Roads Policy* be adopted.

Option 2

The policy not be amended.

5.0 STATUTORY IMPLICATIONS

This is a Policy document which guides the Council's decision making to ensure consistent treatment of requests for new names.

6.0 CONSULTATION

6.1 External

N/A

6.2 Internal

Chief Executive
Regulatory Services Manager

7.0 FINANCIAL

There are no financial implications.

8.0 POLICY/DELEGATION REFERENCE

Policy Manual Document 2.11 *Naming of Streets and Roads Policy*.

John Turnbull
Senior Planner

NAMING OF STREETS AND ROADS POLICY

1 NEW ROADS

Requests for new road names are to be submitted with the application for subdivision consent. The sub-divider shall submit three names in order of preference with reasons for the suggestions and results from any consultation undertaken.

In cases where subdividers/developers do not wish to submit preferred options for road names, the Chief Executive or a delegated officer will provide three options which will be included in the report that requests a new road name.

The Services Committee will consider the request and recommend to Council road names for the new roads with reference to the following Naming of Streets and Roads Policy approval criteria and style guide.

2 PRIVATE WAYS AND ACCESS DRIVES

The Council can name private ways and access drives if requested. This ability should be used sparingly.

The District Plan requires that access to more than ten lots must be by legal road, therefore these private ways tend to be short. Particular attention should be given to the length of the name.

A disadvantage of naming private ways and access drives is the unfounded expectation that by naming them, the Council will become responsible for their maintenance.

Accordingly, the words *Private Way* will be added to the road sign.

The full costs of the signs and their erection are to be paid for by the subdivider/developer and any subsequent maintenance will be the responsibility of the residents.

3 RENAMING ROADS

The Council does not encourage the changing of road names because of the cost of the procedures and the inconvenience caused to the public.

A name change will only be made if Council considers that the change will result in a clear benefit to the community and the owners of land fronting the road are generally in agreement with the proposal.

Reasons for changing road names may include;

- a) spelling correction,
- b) prevention of duplication in spelling or sound,
- c) prevention of confusion arising from major layout changes to roading,
- d) geographical corrections,
- e) issues of cultural sensitivity.

Where an owner or occupier of a property in a particular road or a member of the public seek to have a road name changed and the change does not meet the above criteria for changing road names, Council will only consider initiating the change if:

- a) The request takes the form of a petition signed by at least 80% of the owners whose properties front the road OR Council deems a name change necessary or is requested to do so by emergency services.
- b) The name suggested by the applicants must be acceptable to Council in terms of the criteria for naming new roads.
- c) The applicants or petitioners agree to meet the all costs and disbursements incurred by Council (including costs of signs, renumbering, administration etc).

The Services Committee will consider the request and recommend to Council new road names for the roads with reference to the Naming of Streets and Roads Policy approval criteria and style guide.

4 APPROVAL CRITERIA

The following factors shall be taken into account when selecting names:

- a) Historical or geographical significance.
- b) Well known or previously well known names of farms, properties or run holdings.
- c) Maori names of local significance. Appropriate consultation and advice from the Maori Consultative Committee may be required.
- d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military etc. Naming after persons living should generally be avoided. Permission of surviving relatives should be obtained where deemed appropriate.
- e) Continuing an established theme in a neighbourhood.
- f) A significant feature in the area (for example, geographical feature, landscape, flora or fauna). Naming after features which do not exist in the area should be avoided (for example, naming after native trees or plants that are not evident in the area or views that cannot be identified).
- g) Where an existing street is being extended, the street extension will be the same as that of the existing street.
- h) Names cannot be offensive, insensitive or commercially based.
- i) Council may not necessarily accept the marketing name for the development as a road name for any road within a development.
- j) A new road shall not be named the same or similar to a road already in existence within the Central Hawke's Bay District.
- k) In some circumstances reference to the New Zealand Geographic Board Nga Pou Taunaha o Aotearoa, Rules of Naming in New Zealand may be made by the Council to guide its decisions regarding street naming.

5 STYLE GUIDE FOR NAMES

To ensure a consistent standard of road naming, the following style guide should be applied.

- a) In general the "road type" of a road will reflect the public nature of a road or the geography of the area. For example, an urban road would be a "Street", "Place", "Avenue" or "Crescent" whereas a remote rural road would be a "Road".
- b) Full names will only be used where the name is of reasonable length and the first name needs to be used to correctly identify the individual being commemorated. Full names longer than 15 letters will not usually be considered. In these instances, consideration will be given to using only the surname. Under no circumstances will initials be used in any part of the name.
- c) Short names for short streets, private rights of ways and the like are suggested for practical reasons.
- d) Printed symbols such as apostrophes and hyphens should not be used, to ensure the clarity of signs is maximised.

End

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