

Committee of Names – City Facility Rename Application

Process

Below is an overview of the process to rename a City Facility. A “City Facility” is any building, structure, property, park, open space, street, or vehicle, owned or leased by the City, its agents, agencies, or departments. For detailed language, see [Resolution 0016-2003](#) in which City Council sets forth the procedures and criteria for name change proposals.



Criteria for Proposed Names

General Criteria

1. Names shall not be considered suitable if they...
 - Are composed of several parts or difficult to pronounce;
 - Duplicate or are too similar to an existing name of the same type of facility;
 - Imply discrimination or would be considered derogatory to a particular person or organization or to any race, religion, ethnic group or group of handicapped persons;
 - Are considered obscene or blasphemous; or
 - Would not be considered in good taste by current community standards.
2. When a survey has been conducted, the results of the survey shall be considered.
3. Where possible, names should provide a useful function such as identifying the City Facility.
4. Names which have been established through local tradition will be given priority.
5. Street names should maintain the continuity and identification of streets in order to facilitate 911 identification, emergency response, and mail delivery and the location of addresses.

Criteria Specific to Names Identified with Individuals

1. A City Facility cannot be named for a living person.
2. Names of persons should be considered only if it is determined to be in the public interest to honor the person or the person's family for historical or commemorative reasons.
3. A person's epithet, nickname, or title may be used if it would provide a more appropriate, interesting, or enduring name.
4. Full names usually will not be considered suitable unless they are short, euphonic, or would be required because using only a part of the name would render it unidentifiable.
5. Names usually will not be considered suitable unless the person was associated with or made a significant contribution to the facility or the area in which the facility is located.
6. Prior ownership of land or a financial contribution to a City Facility alone should not be considered sufficient basis for consideration of an individual's name.
7. The committee will not recommend a proposal which seeks to rename a City Facility which is already named for a person, if the name of that person has historical significance.

Applicant Information

Applicant Name: _____

Associated Organization (if applicable): *e.g. Community Council, City Council, Community Development Organization, etc.*

Date of Application Submission: _____

Basic Information

1. **Specific City Facility to be renamed and proposed name:** *Please attach sketch showing exact location of the City Facility, including the name and relevant cross streets, if applicable.*

2. **Origin, meaning, or significance of the proposed name:**

- 3. If the proposed name is that of a person, write a brief biography, including the birth and death dates if known: *Reminder, a City Facility cannot be named after a living person.***

- 4. Explanation of why the City Facility should be named or renamed with the proposed name: *If applicable, how is the proposed name and/or person associated with the City Facility or the area in which it is located.***

- 5. If available, please attach letters from appropriate organizations and individuals which furnish evidence of substantial local support for the proposal.**

Additional Information

- 1. **Has a survey of the community been conducted about the proposed name change? If so, please attach the results for the Committee of Names to consider.** Yes No

- 2. **Has the proposed name been established through local tradition? If so, please elaborate.**
 Yes No

- 3. **Does the proposed name provide a useful function such as identifying the City Facility? If so, please elaborate.** Yes No

- 4. **If named for an individual, is it in the public interest to honor the person or the person's family for historical or commemorative reasons? If so, please elaborate.** Yes No