


<b>ROAD NAMING POLICY</b>		
	<b>DEPARTMENT:</b> Clerk	<b>POLICY NUMBER:</b> 03-16
	<b>EFFECTIVE DATE:</b> September 12, 2016	<b>LEGISLATIVE AUTHORITY:</b> Municipal Act, 2001
	<b>APPROVED BY:</b> RESOLUTION 2016-385	

**Policy Statement**

Council for the Township of Wellington North identify that the naming or re-naming of roads should be determined in a manner that incorporates local history, culture, and environmental features. Additionally, organizations or individuals who have made significant contributions to the municipality or society as a whole may be considered.

**Purpose**

The purpose of the Road Naming Policy is to establish procedures for naming and re-naming roads within the Township of Wellington North.

**Scope**

This Policy applies to developers, staff, individuals or organizations with respect to naming or re-naming of roads within the Township of Wellington North.

**Road Naming**

Whenever possible, the naming or re-naming of roads in the Township will be determined by reference to:

- i. the surnames of local pioneer families in the immediate vicinity of the proposed development or existing road;
- ii. the names of prominent current and/or former residents who contributed through community involvement / athletic / business acumen;
- iii. the names of local servicemen who served their country;
- iv. any prominent geographic or other natural feature which makes a site unique or identifiable; or
- v. a historic name which once identified the location.

Developers, individuals or organizations making the request are responsible for conducting the research necessary to establish an appropriate name for proposed roads.

The duplication of names that are used in adjacent municipalities shall be avoided. Only one name is to be used for road naming throughout the whole Township.

## **Naming Principles**

- a) Names shall be unique; name duplication and similar sounding names shall be avoided.
- b) Names should give a sense of place, continuity, belonging and celebrate distinguishing characteristics and uniqueness of Wellington North;
- c) Names should maintain a long standing local area identification with the residents of Wellington North;
- d) Names shall be understandable;
- e) Names shall not be discriminatory, derogatory or political in nature;
- f) Names shall assist with emergency response situations by being consistent with street names and geographical locations;

## **Application review and approval process**

Applicant(s) shall submit a written request for a road name to the Clerk, providing the following:

- (a) background information concerning the rationale for consideration of the request;
- (b) biographical information if named after an organization (or an individual); and,
- (c) documentation including letters from organizations and individuals providing substantial support for the request.

Upon receipt of an application, the Clerk shall circulate the application to municipal staff, Public Works, Fire and the County of Wellington for comment on the suitability of the name and to review all proposed external civic names for the purpose of minimizing confusion for emergency response situations.

The Clerk shall submit a report with the appropriate recommendation to Council to either approve or not approve the naming/renaming as requested by the applicant(s).

Council reserves the right to refuse any proposed road name.