

Village of Vinton  
Resolution No.

**A RESOLUTION OF THE VILLAGE OF VINTON, TEXAS  
ESTABLISHING A POLICY AND PROCEDURE FOR THE RENAMING  
OF PUBLIC STREETS**

This policy is implemented to establish uniform criteria and procedures, applicable to all persons, groups, firms and agencies, for the permanent change of a city street name. Streets should generally be named after people, places and events having made a significant impact on the quality of life within the city, and/or events of significance to the city's development.

## **Street Naming Policy**

### **General Provisions**

Proposed names should generally meet one of the following criteria:

- 1) to honor and commemorate noteworthy persons associated with the Village of Vinton;
- 2) to commemorate local history, places, events or culture;
- 3) to strengthen neighborhood identity; or
- 4) to recognize native wildlife or natural features related to the Village of Vinton.

Consideration should be given to names of local areas of historical significance. The following names shall not be used:

- 1) names of living persons for streets, other than a recognized national figure;
- 2) duplicative names of streets already existing within the city;
- 3) names which are, and could be considered discriminatory or derogatory, or that express a particular political affiliation; and
- 4) names that could be considered as advertising.

This policy shall not affect the platting or designation of new city streets

### **Street Renaming Procedure**

All requests for the renaming or co-designation of existing streets within the Village of Vinton shall be submitted by application to the Mayor's Office or upon City Council's own action. An application may be in the form of a petition signed by:

- 1) not less than 75% of all owners abutting the subject city street. "Owners" shall be determined from the current city real property ad valorem tax roll; or
- 2) a duly authorized officer or attorney representing a governmental subdivision, agency or department.

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The application shall state:

- 1) the present official city name of the street;
- 2) the proposed new name;
- 3) the name, address and contact information of the person requesting name change;
- 4) a statement of reasons supporting a street name change, and
- 5) a non refundable application fee in the amount of \$500.00.

### **Expenditures**

The costs of making and installing all the necessary signage for the honorary designation shall be paid for by the proponents. The Director of Public Works shall compute the costs of the making and installation of the signs or plaques and provide the amount of the costs to the proponents. If the City Council approves the designation, the proponents shall pay the full amount of the costs to the Village of Vinton prior to the making of any of the necessary signs.

In no event may the fee and costs set forth above be waived, unless the procedure is initiated by the City Council.

### **Consideration**

After receipt of a complete application for a street name change, the Mayor shall distribute the request to the following departments for input: Public Works, Law Enforcement Agency and Fire Department.

Completed applications, after staff review, will be submitted to an ad hoc Council committee for a review of the request and comments regarding the potential impacts of the name change on the operations of city departments and other affected entities.

Some of the criteria which shall be used in consideration of public street name/rename requests are as follows:

- 1) Number of businesses/residents directly affected - consideration in this category would focus on the number of properties directly affected; the fewer properties the better.
- 2) Recognition of community diversity - consideration of this criterion would endorse involving community diversity.
- 3) Recognition of historical significance - consideration of this criterion recognizes the historical significance of existing street names and the importance in recognizing the potential future historical importance to current events and developments.
- 4) Appropriateness given types of uses along subject Street - consideration of this criterion would insure reasonable compatibility between land use and street name.
- 5) Impacts on emergency services - consideration of this criterion will ensure that replacement names for existing streets will not result in confusion related to efficient access for emergency purposes.
- 6) Precedent - consideration of this criterion will determine whether an action to rename a street might establish a desirable or undesirable precedent.

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7) Continuity and Stability - consideration of this criterion will evaluate the effect of a rename request on the public's general connection with the existing name.

The City Council may determine the necessary roadway designation such as Street, Road, Lane, Circle, Drive, Boulevard, Parkway, Place, or other similar designations. A street name may not contain more than one street- type designation. For example, the street name "John Doe Place Parkway" is not permitted.

## **Hearing Before the City Council**

The Village Administrator shall schedule a City Council hearing on all applications for street name changes or naming of a new facility which meet the requirements outlined in this policy.

Notification procedures will be followed for a public hearing for street name changes before the City Council. Written notice of a public hearing before the City Council shall be sent to all owners of real property, as indicated on the most recently approved ad valorem tax roll, on the street in question. Notice shall be sent at least ten (10) days prior to the meeting via first-class mail and shall contain the proposed name change and the date and time of the public hearing. In addition, notice for street or facilities change will be listed on the City's website at <http://www.vintontx.govoffice2.com/> at least 72 hours prior to the public hearing at a City Council meeting.

The favorable vote or a simple majority of the council members present is required to change the name of the street except as follows. The favorable vote of three-fourths of all members of the City Council is required if a written protest against the street name change has been signed by the owners of 20 percent of all lots abutting the street. Written petitions in opposition need to be filed with the Mayor's Office, 72 hours before the scheduled Public Hearing.

The City Council shall either approve or deny the application based upon the testimony presented at the public hearing. The decision of the City Council shall be considered final.

## **Notification of Name Change**

If the request for a street name change is approved by the City Council, the Mayor shall notify all City Directors of the name change, amend the official street maps maintained by the City of the name change, and post notice of the name change on the City's website at <http://www.vintontx.govoffice2.com/>.

It shall be the property owners' responsibility to notify their respective utility companies (other than the City), the El Paso Central Appraisal District, their mortgage companies, social security administration, lien holders, and any other pertinent entities of the address change.

When a request for a street name change has been denied by the City Council, the denied request, or a similar request of [for] the same street, shall not be accepted for a period of one ( 1) year from the date of the City Council action.

## **Effective Date**

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A name change approved by the City Council shall take effect on the date the resolution is approved unless stipulated differently in the resolution (i.e., 30 days from the passage of the resolution).

**Corrections**

Changing street names to correct errors or omissions or to make necessary changes to bring street names into compliance with the current method of street naming is exempt from the provisions of this policy.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF VINTON, TEXAS THAT:

The Street Naming Policy and Procedure is hereby established to ensure consistent and orderly processing of requests to rename public streets within the Village of Vinton municipal limits.

PASSED, APPROVED, AND RESOLVED this the 6 day of October, 2015, by the Village of Vinton City Council.

  
Madeleine Pramo, Mayor

ATTEST:

  
Jessica Garza, Village Administrator

ATTEST:

  
Shane English, Village Attorney

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APPLICATION FOR STREET NAMING

Name of Person or Group Requesting Change: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St.: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Present Official Name of Street: \_\_\_\_\_

Proposed Name of Street: \_\_\_\_\_

Reason supporting street name change (On and additional sheet if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contribution to the Village of Vinton historical relevance: (On an additional sheet if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If name change is for a person, is the person: \_\_\_\_\_ Living \_\_\_\_\_ Deceased

Applicant acknowledges responsibility for cost of signs or plaques: \_\_\_\_\_ Yes (please initial)

FOR OFFICE USE ONLY

\$500.00 Non Refundable Application Fee paid: \_\_\_\_\_ Receipt Number

Estimate of cost and installation of plaques or signs: \_\_\_\_\_

Applicant submitted required petition of affected property owners: \_\_\_\_ Yes \_\_\_\_ No

Date submitted for review: \_\_\_\_\_ Staff Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of hearing before City Council: \_\_\_\_\_ Date notices mailed: \_\_\_\_\_

\_\_\_\_ Approved \_\_\_\_ Denied