



City of Orem

Facility and Street Naming Application

Applicants Name: _____ Applicants Phone# _____

Applicants Email: _____ Application Fee: \$100.00

Facility / Street Being Considered: _____

Individual / Organization to be Recognized: _____

Proposed Name: _____

Please check all that apply:

- An Orem police officer or firefighter who died in the line of duty.
- An Orem resident or individual with strong ties to the City of Orem who died in combat while serving in the military.
- A person or entity that made extraordinary and lasting contributions* to the City of Orem.
- A person or entity that made substantial contributions* to the creation or betterment of a specific City facility or park.
- A descriptive name to a City facility or street when doing so will promote community pride or spirit, will create a positive sense of place, or will enhance the aesthetic appeal of the area in which the street or facility is located.

*Please provide additional information as to how and/or why the contribution of the individual or organization was significant or substantial to the City of Orem. (not to exceed two (2) typed pages)



Facility and Street Naming Policy
City of Orem

PURPOSE: To establish a formal and uniform policy regarding the naming of City facilities and streets.

POLICY:

A. General Guidelines

1. Except as otherwise provided herein, the City Council shall have the final authority to name and rename all City facilities and streets. However, City Council approval is not required for street names that are coordinate addresses only.
2. It is the intent of the City Council that names for public and private streets be generally limited to coordinate addresses. However, descriptive names may be given to a street in limited circumstances and subject to compliance with this policy.
3. Descriptive street names are additions to the street name and will not change the street address. Street signs for streets with a descriptive name shall contain the descriptive name with the coordinate address below the descriptive name. (i.e. Canyon Parkway as the main street name and 800 North listed below)
3. The renaming of a City street or facility that has a pre-existing descriptive name shall require a super majority vote of at least five City Council members.
4. No City street or facility shall be named after a seated elected or appointed official.
5. Only one City street or facility shall be named after any given person or entity.

B. Criteria for Naming City Facilities and Streets.

1. **Naming after an Individual or Entity.** The City Council may assign a descriptive name to a City facility or street in honor of:

a. An Orem police officer or firefighter who died in the line of duty;

b. An Orem resident or individual with strong ties to the City of Orem who died in combat while serving in the military.

c. A person or entity that made extraordinary and lasting contributions to the City of Orem; or

d. A person or entity that made substantial contributions to the creation or betterment of a specific City facility or park.

2. **Other Names.** The City Council may assign a descriptive name to a City facility or street when it finds that doing so will promote community pride or spirit, will create a positive sense of place, or will enhance the aesthetic appeal of the area in which the street or facility is located.

3. **New Streets.** All new streets created in a new subdivision shall have a coordinate address only unless the street is not conducive (in the sole judgment of City staff) to a coordinate address due to the street being diagonal, curvilinear or other reason. New streets that are not conducive to a coordinate address may be assigned a descriptive name in the preliminary plat. The descriptive name shall be limited to a topographical or historical feature related to the site. The Planning Commission shall have authority to assign descriptive street names as part of the preliminary plat approval process and may consider street names requested by the owner/developer although the Planning Commission is not required to accept or approve such requested names.

C. **Definitions.** For purposes of this policy, the following terms are defined as follows:

1. **City facilities** means City parks, buildings, recreational facilities, fields, walkways, trails, bridges or any other City-owned property. The term City facilities may also include specific portions of City facilities such as points of entry, rooms/patios, facility features (such as a column or fountain), pavilions, monuments, etc.

2. **Streets** means both public and private streets.

D. Facility and Street Naming Process.

1. A request to name or rename a City facility or street (other than names for new streets in a new subdivision plat) shall be made by submitting an application to the Department of Development Services. The application shall be made on the City's Facility Naming Application Form. No application fee shall be charged for an application made by the City Manager or a City Council member.

2. All applications to name or rename a City facility or street after a person or entity under subsections (B)(1)(b) and (c) of this policy shall be considered by the Planning Commission. If a majority of the commission recommends approval, the application shall be forwarded to the City Council for consideration. If a positive recommendation is not received from the Planning Commission, the request will not be forwarded to the City Council and the application shall be considered denied. All other naming requests shall be submitted directly to the City Council.

3. The Planning Commission shall consider the merits of an application based on the information provided in the application and the criteria contained in this policy. The applicant shall have the burden of demonstrating that the criteria for renaming have been met and that the renaming is in the best interest of the City.