

**TOWN OF BERWICK
POLICY STATEMENT**

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| | | Policy # 5.013 |
| STREET NAMING POLICY | Effective Date: 8 October 2002 | Revision Date: |
| <p>Purpose To establish a process that the Town of Berwick will use for the naming of new streets or re-naming of existing streets.</p> <p>Objectives The objectives of the Street Naming Policy will be:</p> <ol style="list-style-type: none"> 1. To determine the process for selecting name for new and existing streets in the Town; 2. To establish the criteria to be used for the development of a proposed list of new street names; 3. To outline the process of notification of any street name changes or additions; 4. To identify the persons responsible for the process to name or re-name streets in the Town. <p>Policy The Town of Berwick recognizes that there are several factors that should be considered when the need for new street names within the town arises.</p> <p>A referral from the Planning Advisory Committee will be forwarded to the Apple Capital Museum Society requesting the development of a standing list of suitable street names which Council can draw upon when considering the naming of new, or renaming of existing streets, in the Town.</p> <p>Prior to Council making the final name selection as required, the potential street name shall be forwarded to the local police, fire, ambulance and public works agencies to determine any potential logistical or technical problems associated with the name that would impede the completion of their respective duties.</p> <p>In making its recommendation the Society will consider, as a minimum, the criteria listed below.</p> <p><u>Assessment Criteria</u></p> <ul style="list-style-type: none"> ▪ any historical significance associated with the area; ▪ names of local areas or landmarks of significance; ▪ names of families or individuals of importance to the Town of Berwick ▪ names of former Mayors of the Town of Berwick ▪ names of former Fire Chiefs of the Town of Berwick | | NOTES: |
| Authority: Council | C.A.O. | Ref. Form: Appendix A & Appendix B |
| Date: 8 October 2002 | | |

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| <ul style="list-style-type: none"> ▪ former street names; ▪ any existing pattern in respect to the naming of other streets in the Town; and ▪ any previous street name requests <p>The Society will provide supporting history and information to Council regarding the standing list of potential street names.</p> <p>In the case of the development of new roadways within the Town, the selection of street names will be finalized after conveyance of the infrastructure from the developer/owner to the Town of Berwick.</p> <p><u>Notification</u></p> <p>Once Council has approved the naming/renaming of a street within the Town, the following notification process shall be followed:</p> <ul style="list-style-type: none"> ❑ Residents currently living on a street which is being renamed will be notified directly; ❑ An appropriate advertisement shall be placed in the local newspaper advising of the naming or change of name and the effective date of the change; ❑ The Town’s Planning and Development staff will notify the appropriate Provincial organizations, i.e. Assessment Services, Emergency Health Services, 911, etc. with the new name and effective date of the change; ❑ The Deputy town Clerk shall notify all departments of the Town of the naming or change of name and the effective date of the change. | | NOTES: |
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