

Road Naming Application Form - New

Please return the <u>completed</u> form to: Dunedin City Council Transport Department PO Box 5045, Moray Place Dunedin 9058 or Transport@dcc.govt.nz	Subdivision reference number (if applicable):
	Pathway reference number (if applicable):
APPLICANT DETAILS	
Name:	
Postal Address:	
Suburb:	City: Post Code:
Business name (if applicable):	
Business address (if applicable):	
Suburb:	City: Post Code:
Sign Installation-Details for invoice:	
Name:	
Address:	
Name and Signature:	Date:

Your application for a road name will be assessed against the Road Naming Policy and if it meets the criteria, it will be considered for Council approval.

PROPOSED AND ALTERNATIVE ROAD NAMES (AT LEAST 2 NAMES REQUIRED)

Reason for each name, including any meaning, origins, historical background, relationship with a theme and/or linkage with the area. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person.

Please refer to clause 4 of the Road Naming Policy the criteria for road names.

Name chosen from the Road Name Register

New name not chosen from the Road Name Register

Preferred road name and reason for the proposal.

Alternative road name and reason for the proposal.

LOCATION OF PROPOSED NEW ROAD (SITE PLAN / MAP ATTACHED)

Will this road be ☐ Private or ☐ Public

Please describe and / or draw the location and any connecting roads: (e.g. new road off Smith Street or new private way off 300 Jane Street).

ATTACHMENTS TO SUPPORT YOUR APPLICATION

Please attach the following:

- ☐ Site plan / map of the proposed area attached.
- ☐ Evidence of support for the new road name.
E.g. Manawhenua views, relatives of named person or affected property owners

Need help?

Should you require further information please contact Transport on 03 474 4000 or email us Transport@dcc.govt.nz

LIST OF SUFFIXES

Suffix	Abbreviation	Definition
Alley/Alleyway	ALLY	A narrow lane or passage
Avenue	AVE	A generally broad straight roadway with trees or other objects at regular intervals
Boulevard	BLVD	A broad main street often planted with trees and grass plots
Circle	CIRC	A street surrounding a circular or oval shaped space
Close	CLSE	A short-enclosed road; cul-de-sac
Court	CRT	A short-enclosed road; cul-de-sac
Cove	-	A short curving street by the sea
Crescent	CRES	A crescent or half-moon shaped street rejoining the road from which it starts
Drive	DRV	An especially scenic road or street. A main connecting route in a subdivision or suburb
Esplanade	ESPL	Level piece of ground especially one used for public promenade
Glade	-	A roadway usually in a valley of trees
Grove	GRVE	A road that often features a group of trees standing together
Lane	LN	A narrow way, path, country road or street. A narrow passage between hedges or buildings. Also used for service lanes
Mews	-	A roadway having houses grouped around the end
Parade	PRDE	A public promenade or roadway with good pedestrian facilities along the side
Place	PL, PLCE	A short sometimes narrow enclosed roadway; cul-de-sac
Quay	-	A roadway along the waterfront
Rise	-	A roadway going to a higher place or position
Road	RD	Route or way between places. General usage. Defined in Local Government Act
Square	SQ	A street surrounding a square or rectangular shaped space
Street	ST	A township carriageway that has buildings usually on both sides
Steps	STPS	A set of steps for pedestrian access only
Terrace	TCE	A roadway usually with houses on either side raised above the road level
Track	TRCK	A narrow country road that may end in pedestrian access
Walk	WLK	A thoroughfare with restricted vehicle access used mainly by pedestrians
Way	-	A winding or curved track or path for passing along

DUNEDIN CITY COUNCIL ROAD NAMING POLICY

PART A INTRODUCTION

1 PURPOSE

The aim of the Dunedin City Council Road Naming Policy is to ensure the timely and consistent selection of road names that reflect the identity of the local community. In addition, this policy specifies the Council's requirements for correct addressing used by emergency services, making our community safer.

2 SCOPE

This policy applies to the naming and renaming of roads, both public and private and other accesses that are being created either through subdivision development, gazette notice or the formation of existing unformed legal road and to the naming of unnamed roads within the territory of Dunedin City Council. It is to apply from the date the policy is adopted by the Council and does not apply to road naming completed prior to that date.

3 LEGISLATION AND AUTHORITIES

Section 319 of the Local Government Act 1974 assigns to the Council general powers in respect of roads. Specifically, section 319 (j) empowers the Council "To name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road."

The decision of the council is final.

4 DEFINITIONS

This policy applies to roads as defined by the Local Government Act 1974 (**the Act**).

Terms used in this policy:

Access Lot - Private Way being a parcel of land with shared ownership used for the purposes of access to the respective properties of the owners.

Access Way - Legal Road established for the purposes of providing pedestrian access usually between roads and/or public land.

Legal Road - any road legally established as a public road (section 315 (a)-(f) of the Act).

Private Roads - as defined by the Act being roads on private land but intended for the use of the public generally.

Private Ways - as defined by the Act being roads on private land with restricted access (e.g. rights of way).

Right of Way - Private Way being an easement granted to one or more parties over land for the purposes of access.

Road - land defined as road by section 315 of the Act, which includes land intended for use by the public generally. This includes access ways and service lanes but excludes motorways.

Service Lane - Legal Road established for the purpose of providing alternative service vehicle access to non-residential property or similar purpose.

PART B DUNEDIN CITY COUNCIL ROAD NAMING POLICY

1. Roads that require a name

To ensure uniformity and effective addressing to allow location finding, the following roads and other access ways will be named under this policy.

1.1 New legal road, including service lanes and access ways.

1.2 Existing unnamed legal roads to be formed for vehicular traffic or public walkway.

1.3 New private roads and private ways (including rights of way, access lots) where there are more than five allotments to use this road for their primary access and addressing.

1.4 Any other road where there are clear benefits to the community in establishing a formal name.

1.5 Existing named roads where alteration of the name is proposed.

1.6 Where the access way forms an extension to, or is a continuation of, an existing named access way, then the current access way name will automatically apply.

2. Names for roads created by private subdivision

2.1 The developer of a private subdivision is to propose one name and at least one alternative name for each new road created by the subdivision for Council approval.

The developer should use the criteria within the Road Name Procedure to select appropriate names.

2.2 The developer may also select a pre-approved road name from the Road Name Register.

3. Road names that can be used for the allocation of addresses

3.1 All road names approved under this policy can be used in the allocation of property numbers and addresses, except for new Service Lanes and Access Ways.

4. Selection of a road name

4.1 New road names shall not be the same as, or similar to, existing road names within the City.

4.2 Roads are to have only one name.

4.3 Roads names must be spelled correctly, interpreted correctly, and not be offensive.

New roads name applications must be accompanied by the reason for each name, including any meaning, origins, historical background, relationship with a theme and/or linkage with the area. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person.

4.4 Roads should not be named after any commercial organisation or any living or recently deceased person.

4.5 Road names must not be anagrams, amalgamations or derivatives of people's names.

4.6 Names should be 15 characters or less including spaces but excluding suffix.

4.7 Short names should be proposed for short streets for mapping purposes.

5. Altering the name of an existing road

5.1 Altering the name of an existing named road will only be undertaken if the Council considers that the change will result in a clear benefit to the community.

5.2 Benefits of changing road names may include:

5.2.1 To correct the spelling or punctuation

5.2.2 To eliminate duplication in spelling or sound

5.2.3 To prevent confusion arising from major changes to road layout

5.2.4 To make geographical corrections

5.2.5 To assign different names to separate ends of a road with a permanently impassable section somewhere along the length.

5.7 When a private road or access way is requested to be renamed a minimum of 80% of the property owners/residents must approve of the proposed change. There is no guarantee that a request will be approved.

5.8 Where the name causes offence.

6. Punctuation

6.1 Macrons can be used in the spelling of Māori road names.

6.2 Macrons are to be considered only for new names or where other changes to the spelling of a road name are proposed or where the use of macrons is of demonstrable importance to mana whenua.

7. Consultation

7.1 Proposals for the naming of roads shall be consulted with anyone directly affected.

7.2 Mana whenua are to be consulted for all proposals involving Māori names.

7.3 Proposals to alter a road name shall be consulted by the applicant with the general public.

7.4 Evidence of consultation must be submitted to the Council.

8. Signage

8.1 The Council will erect all signage at the cost of the applicant.