

ORDINANCE 2021-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAKE WALES AMENDING THE CITY OF LAKE WALES RENAMING OF CITY STREETS; AMENDING SECTION 18-30(b) OF THE LAKE WALES CODE OF ORDINANCES AS SET FORTH HEREIN; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Section 1. Section 18-30(b) of the Code of Ordinances of the City of Lake Wales is hereby amended as shown below.

(b) *Procedure for renaming.*

(1) An application to rename a street must be submitted to the City Manager. The application may require a fee and documentation as determined by policies established by the City Commission. The application will then be presented at a regularly scheduled commission meeting for consideration. A proposal to rename a street must be presented by a city commissioner at a regularly scheduled commission meeting. If there is consensus among the commissioners to consider the proposal to rename a street, a public hearing shall be scheduled that allows a minimum of thirty (30) days notice to the public that such proposal will be considered.

(2) A notice of the time, date and place of the public hearing to consider a street renaming shall be advertised in the non-legal section of a newspaper of general circulation in the community at least thirty (30) days prior to the date of such public hearing.

(3) A notice of the time, date and place of the public hearing to consider a street renaming shall be delivered to each business and residence with an address on the subject street at least fifteen (15) days prior to the date of such public hearing. The notice may be delivered by mail or by door-hanger.

(4) If the proposal to rename a street is approved by the city commission, the request shall be forwarded to the applicable Polk County agency for final approval.

(5) If all required approvals are granted, the city manager or his designee shall notify the U.S. Postal Service of the change in street name and replace street signs as necessary.

Section 2. Effective Date. This ordinance shall apply immediately upon adoption, unless otherwise provided.

Section 3. Inclusion in Code. It is the intention of the City Commission of the City of Lake Wales, Florida, that the provisions of this Ordinance shall become and be made a part of the

City of Lake Wales Code of Ordinances; and that the sections of this ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section," "article," "division," or such other appropriate word or phrase in order to accomplish such intentions.

Section 4. If any clause, section or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be construed as eliminated and shall in no way affect the validity of the remaining portions of this Ordinance.

Section 5. All Ordinances or Resolutions or parts of Ordinances or Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

CERTIFIED AS TO PASSAGE this 18th day of May, 2021.

CITY OF LAKE WALES, FLORIDA

ATTEST:

By: Eugene L. F. [Signature]
MAYOR

CITY CLERK

**CITY OF LAKE WALES, FLORIDA
POLICY FOR STREET RENAMING
APPLICATION PROCESS GUIDELINES AND INSTRUCTIONS**

PURPOSE AND SCOPE:

All streets and public ways such as alleys within the incorporated limits of the City of Lake Wales, Florida, shall be named in the interest of the health, safety and welfare of all City residents. This policy has been established in an effort to enhance the understanding of the process for renaming existing named streets within the City of Lake Wales. The City Manager's Office is designated as the department responsible for the approval of all street renaming requests.

PROCESS FOR RENAMING EXISTING NAMED STREET

An application for renaming an existing named street can be initiated at the request of any property owner(s) whose property abuts the existing named street or by the City Commission.

- An application fee in the amount of \$250 shall apply.
- Prior to an application being forwarded to the City Commission for review and consideration it shall be submitted to the Public Services Department and deemed sufficient.
- A completed application shall include the applicant's contact information, location of the street to be renamed, proposed street name(s), request for street signage, and a notarized signature of the applicant, and the applicable fee.
- The completed application must include a signed petition form by 60% of the property owners whose land(s) abuts the proposed renamed street segment. The applicant should contact the City's Building Department, prior to formally submitting an application, to obtain a list of abutting property owners for use in gathering the necessary consent signatures. Such signatures shall be given weight by the City Commission in reviewing the application, but need not be the only factor in determining approval or denial of the requested name.
- A separate narrative, which provides background and justification in support of the name change, shall be attached to the application. There is no specific content or form that is required for this narrative except that it should include information on the historical, cultural, political, or economic aspects of the proposed street name as they relate to the City of Lake Wales. The narrative shall be used by the City Commission in determining whether or not the application should be approved.

Requests for renaming existing named streets must be approved by passage of a resolution by the City Commission after conducting a properly advertised public hearing. The resolution must be noticed once in a newspaper of general circulation in the City, at least 30 days before the review and adoption. The notice shall state the date, time, and place of the public hearing; the title or titles of the proposed resolution; and the place or places within the City where the proposed resolution may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed resolution.

NAME SELECTION

The Public Services Department shall review all proposed street names with the Polk County E-9-1-1 Administration Office to ensure that no proposed name is a duplicate of another existing street name or sounds too similar to an existing street name within the City of Lake Wales, or areas of Polk County as required by the E-911 system. In all cases, potential street names can be verified before submitting the necessary applications.

The following criteria shall be followed when naming an existing or proposed street:

1. Duplicate names shall not be allowed. Use of a different roadway type does not change the fact that the name is a duplication. The exception to this policy will be using the same name but different roadway types within the boundaries of a platted subdivision.

2. Street names shall contain no more than twenty-one characters, not including roadway type.
3. No punctuation or special characters shall be used in roadway names.
4. Street names shall not consist of more than two words, not to include pre-directional or suffix indicators. Special exceptions may be approved by the City Commission for historically significant names.
5. The street name shall not contain any word that is a type of direction.
6. Street abbreviations and designation definitions shall meet the criteria established by the Polk County E-9-1-1 Administration Office.
7. If a street is to be renamed in honor of an individual, that individual must have been deceased three years. This requirement does not apply to street being renamed for a family using just the last name.
8. The proposed name cannot segment a street, when the segmentation is not created by a natural landform or waterway.
9. No slang, racist, derogatory names, or names that are deemed offensive will be accepted on any application.
10. No street name can duplicate a name of an existing subdivision, unless the street is within that subdivision.

COORDINATION WITH OTHER AGENCIES

It is important that all applications, whether for existing street name changes be coordinated through all government agencies/departments or private providers that could be affected. At a minimum this shall include the U.S Postal Service, Polk County E-9-1-1 Administration Office, other City Departments, utility providers and any other agency that may be affected on a case by case basis. All agencies or departments shall be given the opportunity to provide input, which shall be used by the City Commission to assist in making its decision on the application.

Policy Adopted by the City Commission: 5/18/2021