

**ORDINANCE NO. 1218-03-20**

**AN ORDINANCE AMENDING THE CITY OF HONDO CODE OF ORDINANCES, ARTICLE 11.03 TRAFFIC-CONTROL DEVICES TO ESTABLISH A STREET RENAMING AND CITY FACILITY NAMING POLICY; PROVIDING A SEVERABILITY CLAUSE; AN OPEN MEETINGS CLAUSE; SETTING AN EFFECTIVE DATE AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the regulation of traffic, motor vehicles and conveyances upon all public streets, roadway and right-of-ways within the City limits of the City of Hondo (the "City") is essential and necessary to protect the traveling public and to preserve and protect the public safety of the City; and

**WHEREAS**, the City Council wishes to develop a policy regarding the renaming of streets and the naming of facilities in the City of Hondo by establishing a uniform criteria and procedures, applicable to all persons, groups, firms and agencies, for renaming a city street, or for naming a city facility; and

**WHEREAS**, it is in the City's best interest to coordinate designation of street names and addresses in order to avoid motorist confusion, facilitate emergency services, and help ensure prompt delivery of goods and services; and

**WHEREAS**, at times it is appropriate to honor people, places, or events having made a significant impact on the quality of life within the City, and/or events of significance to the City's development by use of an honorary street name designation; and

**WHEREAS**, the City Council has considered the matter and finds that it is in the public interest to adopt a street renaming and public facility naming policy.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HONDO:**

**SECTION 1. AMENDMENT.** The following provision is appended to the Hondo Code of Ordinances:

**"ARTICLE 11.03.005 - STREET RENAMING AND CITY FACILITY NAMING POLICY**

**Sec 11.03.005 PURPOSE.**

- (a) The provisions of this Article are intended to establish criteria and procedures for the renaming of a city street and the naming of a city-owned facility. Streets and facilities 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. Proposed names for a street renaming should generally meet one of the following criteria:

- (1) to commemorate noteworthy persons associated with the City of

## **City of Hondo, Texas**

# **Street Renaming and Facility Naming Policy**

### **I. PURPOSE**

This policy is implemented to establish criteria and procedures, applicable to all persons, groups, firms and agencies, for the renaming of a City street, and for naming a City facility. Streets and facilities 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. Proposed names for a street renaming should generally meet one of the following criteria:

1. to commemorate noteworthy persons associated with the City of Hondo;
2. to commemorate local history, places, events or culture;
3. to strengthen neighborhood identity;
4. to recognize native wildlife or natural features related to the City of Hondo; or
5. to recognize persons, places, or events of state, national, or international significance.

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. names of existing streets located in 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 advertising.

This policy does not affect the naming of new City streets through the subdivision platting or replat process.

### **II. INTENT**

The success and vitality of the City depends on the contribution and support from citizens, volunteers, financial donors, and community leaders. Individuals, groups, companies or corporations may be recognized. The City welcomes the opportunity to recognize those who have demonstrated outstanding service and have worked to enhance our community. A fair and impartial street renaming policy is necessary to assure that renaming a street in recognition of an individual, group or corporation is reserved for those most deserving. Further, renaming decisions should not be influenced by personal prejudice, favoritism, political pressure or temporary popularity. Naming a City facility should reflect similar objectives. The City Manager will work with applicants to coordinate a request to rename a street or to name a City facility prior to Council consideration.

### **III. EXPENDITURES**

Sign maintenance shall be the responsibility of the City Public Works Department.

#### IV. CRITERIA FOR CONSIDERATION

After receipt of a completed application for renaming of a street, the City Secretary shall furnish a copy to the City Manager and shall distribute it to the following departments: Public Works, Planning and Police for a review and recommendation to the City Manager's office, if needed. Criteria for evaluation of a street renaming shall include, but not be limited to:

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 evolving 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 renaming a street might establish a desirable or undesirable precedent.
7. **Continuity and stability** – consideration of this criterion will evaluate the effect of a renaming request on the public's general connection with the existing name.

#### V. STANDARDS

- a. If a portion of a street is proposed to be renamed, the renamed portion shall begin and end at the intersections of major cross-streets.
- b. Abbreviations of words or names and initials will not be permitted (excluding suffixes).
- c. Single alphabetical characters will not be permitted.
- d. Duplicate street names, in sound or pronunciation within Hondo city limits and the Hondo Extra Territorial Jurisdiction will not be permitted.
- e. Street names will be easy to pronounce and easily recognizable in emergency situations.
- f. No street name shall contain more than twenty (20) characters.
- g. Names that may be offensive (slang, double meanings, etc.) will not be permitted.
- h. Vanity names will not be permitted.
1. No street name shall contain the words North, South, East, West, or any combination thereof. Those directions are to be used only as a prefix.
- j. Street types should not be used as the street name. Example: Crossing Parkway. Crossing is a street type.
- k. Dual street naming is not permitted.
- l. A symbol, decimal number, fraction, or roman numeral, other than a whole street number (e.g., 1, 2, 10, 14, etc.) is not permitted.

#### VI. APPLICATION AND REVIEW PROCESS



- a. The procedure for requesting a facility naming or street renaming is initiated with an application (request) filed with the City Secretary.
- b. The application shall contain:
  1. For a proposed facility naming:
    - the existing official name of the city facility, if any;
    - the proposed new name;
    - the name, address, and contact information of each person, group, agency, or entity requesting the facility naming; and
    - a statement of reasons supporting the facility naming; a map with the location
  2. For a proposed street renaming:
    - the existing official name of the street;
    - proposed new name;
    - the name, address, and contact information of each person, group, agency, or entity requesting the street name change;
    - a statement of reasons supporting the street renaming; a map with the location
- c. A copy of the application and a Petition Response Form shall be sent to all adjacent fronting property owners by the City Secretary by certified mail. Owners shall be determined by the City Secretary from the then current real property ad valorem tax roll. Property owners will have no less than 30 days from the post-marked date to return Petition Response Form to City.
- d. Prior to taking action on a proposed street renaming application, City Council will hold a public hearing. Written notice of the City Council public hearing shall be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property and fronting the street or portion of the street that has been proposed to be renamed. Notice shall be sent at least ten (10) days prior to the public hearing via first-class US. Mail and shall contain the proposed street renaming and the date and time of the public hearing. In addition, a notice for street renaming will be listed on the City's website at least ten (10) days prior to the City Council public hearing. Notice shall also be published in the newspaper at least ten (10) days prior to the public hearing.
- e. A public hearing, newspaper notice, and written notice to adjacent property owners is not required for an application for naming of a city-owned facility. City will place a notice for city facility naming on the City's website at least ten (10) days prior to the City Council taking action on the facility naming application.
- g. A simple majority vote of the City Council members present may approve a street renaming application or city facility naming application. The City Council shall either approve or deny the application based upon the information presented at the public hearing and the report submitted by the City Manager. The decision of the City Council shall be considered final. If an application for renaming a street or the naming of a city facility is denied by the City Council, the applicant will be barred for a period six (6) months from submitting the same or similar application to rename the same street or city facility.

## **VII. POST APPROVAL PROCEDURE**

Upon approval by the City Council of the street renaming, the City Secretary shall notify all City Department Heads of the renaming, authorize amending the official street maps maintained by the City of the renaming, and post notice of the change on the City's website, Alamo Area Council of Governments (AACOG), the Medina County Communications Center, and the U.S. Postal Service shall also be notified by the City Secretary. It shall be the property owners' responsibility to notify their respective utility companies (other than the City), the Medina County Tax Appraisal District, their mortgage companies, social security administration, lienholders, and any other pertinent entities of the street renaming.



## STREET RENAMING APPLICATION

Name of Applicant/Group/Agency: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Current Street Name: \_\_\_\_\_

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

Location of Street: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Blocks Included: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Land uses located on the street: \_\_\_\_\_

Reasons supporting street naming: \_\_\_\_\_

### Application Requirements:

- A statement summarizing justification for the requests
- Map showing the location of the street



## CITY FACILITY NAMING APPLICATION

Name of Applicant/Group/Agency: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Current Facility Name: \_\_\_\_\_

Proposed Facility Name: \_\_\_\_\_

Reasons supporting street naming: \_\_\_\_\_

### Application Requirements:

- A statement summarizing justification for the requests
- Map showing the location of the street



Hondo;

- (2) to commemorate local history, places, events or culture;
  - (3) to strengthen neighborhood identity;
  - (4) to recognize native wildlife or natural features related to the City of Hondo; or
  - (5) to recognize persons, places, or events of state, national, or international significance.
- (b) 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) names of existing streets located in the City;
  - (3) names which are, and could be considered discriminatory or derogatory, or that express a particular political affiliation; and
  - (4) names that are may be considered advertising.
- (c) This Article does not apply to the naming of new city streets through the subdivision platting or replat process.

#### **Sec. 11.03.006 EXPENDITURES**

- (a) The costs of making and installing all the necessary signage authorized by the City Council shall be paid for by the applicants. The city shall compute the costs of making and installation of the signs or plaques, and provide the amount of the costs to the applicants. If the City Council approves the street renaming or facility naming the applicants shall pay the full amount of the costs to the city prior to the making of the new signs. Sign maintenance shall be the responsibility of the city.
- (b) City may at its sole discretion may approve the waiver of the fees and costs for making and installing the approved signage.

#### **Sec. 11.03.008 CRITERIA FOR CONSIDERATION**

- (a) After receipt of a completed application for renaming of a street, the City Manager shall review the application and submit a recommendation to City Council.



(b) Criteria for evaluation of a street renaming shall include, but not be limited to:

- (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 evolving 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 renaming a street might establish a desirable or undesirable precedent.
- (7) **Continuity and stability** – consideration of this criterion will evaluate the effect of a renaming request on the public's general connection with the existing name.

#### **Sec. 11.03.009 STANDARDS**

- (a) The following standards will be applied by the city in considering an application:
  - (1) If a portion of a street is proposed to be renamed, the renamed portion shall begin and end at the intersections of major cross-streets.
  - (2) Abbreviations of words or names and initials will not be permitted (excluding suffixes).
  - (3) Single alphabetical characters will not be permitted.
  - (4) Duplicate street names, in sound or pronunciation within Hondo city limits and the Hondo Extra Territorial Jurisdiction will not be

permitted.

- (5) Street names will be easy to pronounce and easily recognizable in emergency situations.
- (6) No street name shall contain more than twenty (20) characters.
- (7) Names that may be offensive (slang, double meanings, etc.) will not be permitted.
- (8) Vanity names will not be permitted.
- (9) No street name shall contain the words North, South, East, West, or any combination thereof. Those directions are to be used only as a prefix.
- (10) Street types should not be used as the street name. Example: Crossing Parkway. Crossing is a street type.
- (11) Dual street naming is not permitted.
- (12) A symbol, decimal number, fraction, or roman numeral, other than a whole street number (e.g., 1, 2, 10, 14, etc.) is not permitted.

#### **Sec. 11.03.010 APPLICATION AND REVIEW PROCESS**

- (a) The procedure for requesting a facility naming or street renaming is initiated with an application (request) filed with the City Secretary.
- (b) The application shall contain:
  - (1) For a proposed facility naming:
    - the existing official name of the city facility, if any; the proposed new name;
    - the name, address, and contact information of each person, group, agency, or entity requesting the facility naming; and
    - a statement of reasons supporting the facility naming; a map with the location
  - (2) For a proposed street renaming:
    - the existing official name of the street;
    - proposed new name;

- the name, address, and contact information of each person, group, agency, or entity requesting the street name change;
  - a statement of reasons supporting the street renaming; a map with the location.
- (c) A copy of the application and a Petition Response Form shall be sent to all adjacent fronting property owners by the city by certified mail. Owners shall be determined by the current real property ad valorem tax roll. Property owners will have no less than 30 days from the post-marked date to return Petition Response Form to City.
- (d) If less than 70% of property owners respond favorably to the proposed street name change, the City Manager will reject the application and notify the applicant that its request has been denied. If 70% or more of adjacent fronting property owners respond favorably to the proposal, then the City Manager will submit the application to City Council for its consideration.
- (e) Prior to taking action on a proposed street renaming application, City Council will hold a public hearing. Written notice of the City Council public hearing shall be sent to each owner, as indicated by the most recently approved municipal tax roll, of real property and fronting the street or portion of the street that has been proposed to be renamed. Notice shall be sent at least ten (10) days prior to the public hearing via first-class US. Mail and shall contain the proposed street renaming and the date and time of the public hearing. In addition, a notice for street renaming will be listed on the City's website at least ten (10) days prior to the City Council public hearing. Notice shall also be published in the newspaper at least ten (10) days prior to the public hearing.
- (f) A public hearing, newspaper notice, and written notice to adjacent property owners is not required for an application for naming of a city-owned facility. City will place a notice for city facility naming on the City's website at least ten (10) days prior to the City Council taking action on the facility naming application.
- (g) A simple majority vote of the City Council members present may approve a street renaming application or city facility naming application. The City Council shall either approve or deny the application based upon the information presented at the public hearing and the report submitted by the City Manager. The decision of the City Council shall be considered final. If an application for renaming a street or the naming of a city facility is denied by the City Council, the applicant will be barred for a period six (6) months from submitting the same or similar application to rename the same street or city facility.

## **Sec. 11.03.011 POST APPROVAL PROCEDURE**

- (a) The City may not design, construct, or erect the street or facility signs approved under this policy, unless the applicant has paid the costs to cover the cost of the design, construction, and erection of the signage. The City may accept a grant or donation to assist in covering the costs of the signage for the City Council-approved renamed street or city facility.
- (b) Upon approval by the City Council of the street renaming, the City Secretary shall notify all City departments of the renaming, authorize amending the official street maps maintained by the City of the renaming, and post notice of the change on the City's website, Alamo Area Council of Governments (AACOG), the Medina County Communications Center, and the U.S. Postal Service shall also be notified by the City Secretary. It shall be the property owners' responsibility to notify their respective utility companies (other than the City), the Medina County Tax Appraisal District, their mortgage companies, social security administration, lienholders, and any other pertinent entities of the street renaming."

**SECTION 2. Recitals.** The City Council finds the recitals contained in the preamble to this ordinance are true and correct and incorporates them for all purposes.

**SECTION 3. Severability.** If any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications hereof which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**SECTION 4. REPEALER.** All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

**SECTION 5. Effective Date.** This ordinance shall be effective from and after its approval and passage in accordance with the Texas Local Government Code and the city charter.

**PASSED AND APPROVED this 9<sup>th</sup> day of MARCH, 2020.**

  
\_\_\_\_\_  
**James W. Danner Sr., Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Miguel Cantu, City Secretary**





**SECTION 2. SEVERABILITY.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**SECTION 3. INCORPORATION OF RECITALS.** The City Council finds the recitals in the preamble of this Ordinance are true and correct and incorporates them as findings of fact.

**SECTION 4. REPEALER.** All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall take effect immediately from and after its adoption and it is so ordained.

**PASSED AND APPROVED** this 9th day of MARCH, 2020.

  
\_\_\_\_\_  
**JAMES W. DANNER SR.**  
**MAYOR**

**ATTEST:**

  
\_\_\_\_\_  
**Miguel Cantu**  
**City Secretary**

