



CITY OF CORNER BROOK

Index	Development and Planning		Section	Streets		
Title	Nomenclature Policy		Policy Number	02-08-02	Authority	Council
Approval Date	18 Nov 98	Effective Date	18 Nov 98	Revision Date		

PURPOSE

The purpose of the policy is to develop names to be maintained on a master nomenclature list, designate names for new streets within the city, and to address issues regarding existing street names such as duplications and similarities which may cause confusion in the delivery of services or create a safety hazard with regard to emergency response agencies.

POLICY STATEMENT

Under the City of Corner Brook Act, Section 42, which authorizes the City of Corner Brook to appoint committees to address matters of a municipal nature, the City of Corner Brook, through its Community Services Policy Advisory Committee, hereby adopts the following procedure to designate names for city streets.

DETAILED ACTION REQUIRED

- Step 1. The administration of the Nomenclature Policy is designated as a function of the Community Services Policy Advisory Committee.
- Step 2. The existing nomenclature list is to be updated as many of the names are still valid suggestions and categories will be developed.
- Step 3. This list and any new names added will be categorized and prioritized where appropriate if any names are regarded as especially important or timely.
- Step 4. The names will be cross-referenced with other local towns/areas to avoid confusion (delivery, mail, and 911 emergency response.) This will require referral to the Fire Department and Canada Post at the appropriate time.
- Step 5. Staff will review, short list and recommend three or four names to the CSPAC.
- Step 6. Specific requests and suggestions from the public will be reported to the CSPAC then added to the list or submitted as one of the recommendations from staff when a new street is to be named. Unsolicited suggestions will be acknowledged by the Committee with an explanation of the process.
- Step 7. The CSPAC will solicit public input annually or bi-annually.

- Step 8. City Council to approve new street names from the recommendations of the CSPAC.
- Step 9. New street names will be published in the local newspapers and circulated to all pertinent agencies for information and consistent spelling.

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.


MAYOR


CITY CLERK