



---

### **Background**

1. Maricopa Association of Governments (M.A.G.) Street Naming Policy states that “newly developed street will assume the name of the street on which it aligns.”
2. North/South streets are typically numbered (per the established grid system).
3. All numbered streets west of Central Avenue use Avenue, Drive, Lane, Glen and Dale in that order as the specifically numbered street is located further west.
4. All numbered streets east of Central Avenue use Street, Place, Way, Terrace and Run in that order as the specifically numbered street is located further east.
5. East/West, angled or loop right of way have a name assigned that is in the same alignment or a new street name is identified per the new name assignment policy.
6. New Name Assignment. Name cannot be used anywhere else in Phoenix metropolitan area. Short, easy to pronounce, easy to spell, not too similar to an existing street name and no nasty language (in any language/translation).

### **Types of Activities**

1. New plat with right of way dedication(s).
2. Map of dedication (MOD), typically State Land projects.
3. Right of way dedicated but has not been named (separate instrument dedication).
4. Requests to change recorded street name.

### **Street Name Review**

1. New Plat with Right of Way Dedications, Map of Dedication, or ROW dedicated.

Process – Developer offered option to name streets (collector, local) that need new name following assignment criteria. If prefer, staff will select name. Name will be identified on plat, MOD, master plan, and site plan.

2. Requests to change recorded street name.
  - A) Fix incorrect street names shown on recorded plat or MOD (engineer error).

Process:

- i. Applicant provides written consent to the correction or change by all owners of property addressed off of the right of way (must be within 30 days of filing the Certificate of Correction). Deputy Planning & Development Director and representative from the city’s Law Department sign certificate. Applicant records Certificate of Correction with Maricopa County Recorder’s Office and processes change with city of Phoenix.
- ii. Applicant completes re-plat process. All owners of property addressed off of the right of way must have their signature on the plat.

- iii. Staff sends certified letter to all property owners addressed off of the right of way. Owners have 7 days to request a hearing before the City Council if they oppose the correction. Staff records Certificate of Correction with Maricopa County Recorder's Office (after approval by Planning & Development Assistant Director and the city's Law Department).

B) Applicant requests street name change (for non-corrective reasons)

**Process:**

- i. Applicant meets with Planning and Development (P&D) staff to discuss the application and submittal requirements
- ii. Upon submittal, an application fee of \$600 must be paid in accordance with the Planning and Development Fee Schedule. Additional fees may be applied if permit records and sign changes are required.
- iii. Planning and Development Department will provide a list of affected property owners to the applicant and direct them to resources indicating tenants on these properties. The list identifies owners of property addressed off of the street.
- iv. A petition must be submitted with signatures of 75% of the affected property owners in support of the street name change. If the application affects 12 properties or less, a petition indicating that 100% of the owners are in support of the change is required. A notarized Arizona State "Affidavit of Circulation" will be required to accompany the petition.
- v. Planning and Development Department will review the request. This review includes comments from Fire, Police, Water and Street Transportation Departments, the United States Postal Service, and will require compliance with the criteria outlined in the Maricopa Association of Governments "Address and Street Name Assignment Policy".
- vi. If the application is denied, the applicant has the option to file an appeal. This would be a technical appeal heard by the City Manager's Representative in the Planning and Development Department.
- vii. If name change approved by staff, a Request for Council Action will be submitted for approval at a formal City Council hearing.

**Consideration**

1. Changing a street name often has significant financial impact on property owners, tenants and the city (bank accounts, letterhead, business cards, deeds, licenses, signage, advertisements, phone book listings, permits and other records)
2. Private mapping services such as Google, Map Quest, Bing or Yahoo need the information to update maps to reflect accurate street name. Obtain their information from Maricopa County Recorder's Office data (could take 1-2 years to document street name change)
3. City of Phoenix has a nationally recognized reputation for ease of navigation due to consistently adhering to the "Grid" system of named and numbered streets