

Street Name Change Application

City of Decatur, Planning & Development Department
402 Lee Street NE
Decatur, AL 35601
(256) 341-4720 / planning@decatur-al.gov



Applicant Information:

Name of Applicant(s): _____

Applicant(s) Phone: _____ Email: _____

Applicant(s) Address: _____

Street Information:

Current Street Name & Official Address: _____

Proposed Street name: _____

Is the Current Street A Public Road?: YES ☐ NO ☐

Street Beginning Point (Intersection): _____

Street Ending Point (Intersection): _____

Supporting Information Required for Submission:

1) Prepare a detailed report on the background of the individual or event to be recognized.

a) Include:

- i) The individual's public contributions.
- ii) Their significance to the community.
- iii) Any local, state, or national prestige or significance.
- iv) The historical significance of an event.
- v) Any other information that documents the merits of the request.

2) Gather supporting Documentation:

a) Acceptable Sources:

- i) Newspaper articles.
- ii) Official records.
- iii) Official citations.
- iv) Letters of appointment.
- v) Letters of recognition and honors.

3) Ensure the Person being Honored Meets the Criteria Outlined in this Application:

- a) If deceased, they must meet the memorial criteria.
- b) If living, they must meet the honor criteria.

4) Notification of Affected Properties:

- a) Notify all affected property owners (rentals, residents, and businesses) that the change may require a change of physical address at their expense.
- b) Document that a minimum of 75% of all affected renter, residents and business properties agree to the street name change.

5) Submit Documentation Report

Agreements for Submission

- 1) Applicant agrees that any and all information provided above and in correspondence with city Staff is true to the utmost of their ability & knowledge.
 - 2) Applicant agrees and understands that this petition to change or alter a public street must go through the Planning Commission & then, if approved, a City Council Session for official approval.
 - 3) Applicant agrees that any certificate notification letters sent by the Planning Department will be paid for by said applicant at \$10.00/letter.
 - 4) Applicant agrees to provide a full list of legible signatures and addresses of renters, residents, or businesses.
 - 5) Applicant agrees & understands that the City of Decatur will not assume any financial responsibility including costs associated with:
 - a) New signage & installation.
 - b) Public notifications including certified letters.
 - c) Monuments (if applicable).
 - d) Any Misc. installation costs.
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I have completed the above information and warrant in good faith that it is correct and complete, as well as agree & understand this applications submission requirements.

Applicant Signature: _____

Date: _____