

FROM: John T. Neukam, Chief
Bureau of Highway Statistics

TO: Mr. Helm
 Mr. Davison
 Mr. Landon
 Mrs. Pezeshki
 Mr. Bochenek
 Mr. Baxter
 Mrs. Malloy
 Ms. DiMattei

DATE REFERRED TO STAFF

8/31/87

DATE COMPLETED ACTION DUE

9/22/87

PLEASE:

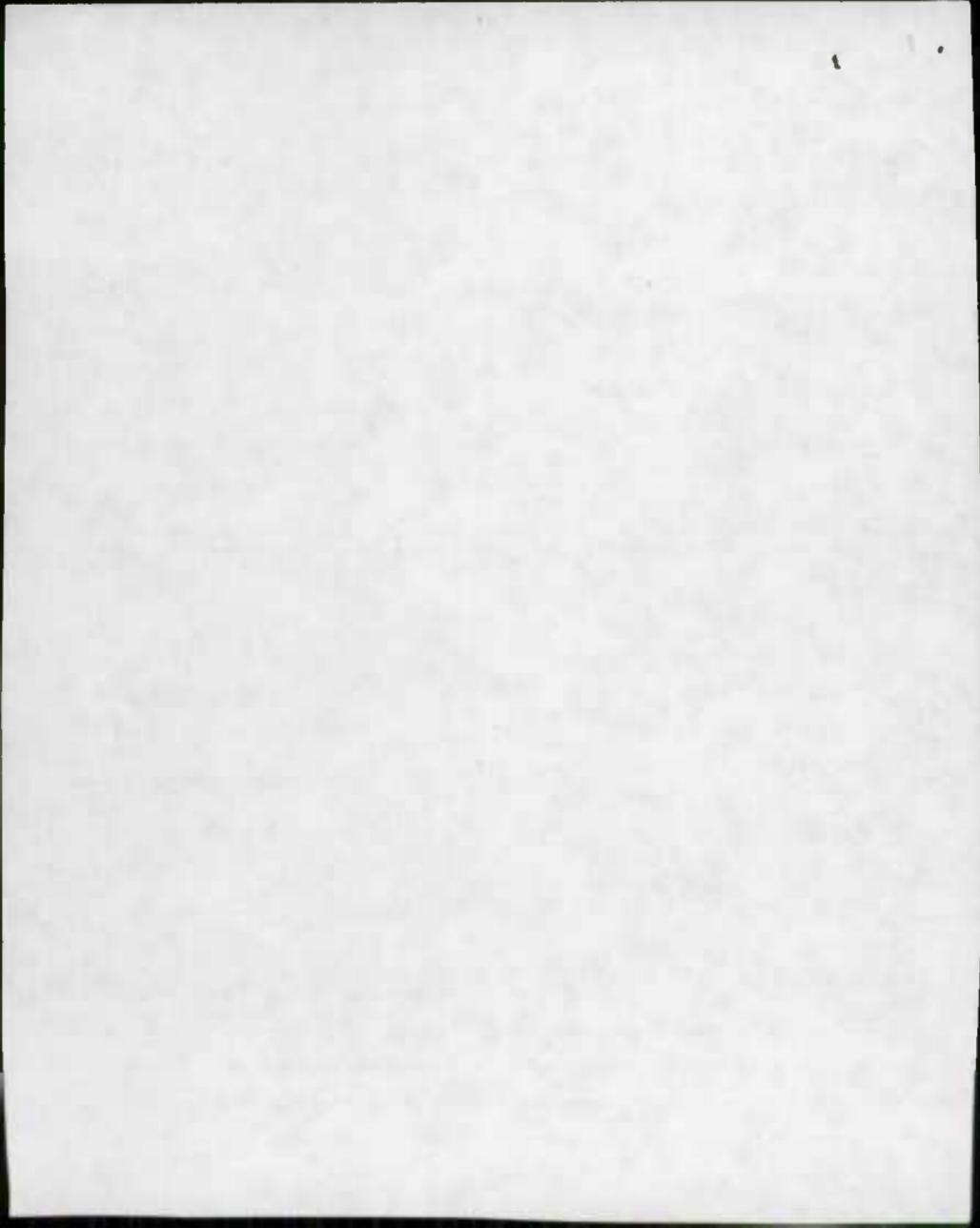
Discuss with me
Information
 Investigate and
prepare recommendation
for discussion
 Note and return
Copy for _____
Handle

Review and Comment
 Note and pass on
 Prepare reply for _____ 's
signature
 Reply directly with
copy to this office

REMARKS: I'd like to decide how to
proceed at EXCC staff mtg.

SHA-51.3-89

Revised 8/1/87



- Do for all 23.
- What local people want is what State essentially does

Summary of Route Naming and Renaming Procedures
for Select Counties in Maryland

- Document what is

Research on the procedure for route naming and renaming was conducted for select counties in Maryland. This was undertaken in order to assist the State Highway Administration of the Department of Transportation to develop its own procedures for naming and renaming roads.

- cost of resigning may be another reason to not

Since not all counties were to be surveyed, a fairly simple procedure for the selection of a sample was developed. Each county was initially classified as low, medium-low, medium, medium-high or high depending on the number of state road miles within the county. For example, Somerset County, with 102 miles of road was indicated a low, Alleghany with 191 miles of roadway was a medium-low, Worcester with 202 miles was a medium, Washington County with 288 miles, a medium-high, and Montgomery County with 358 miles was designated a high.

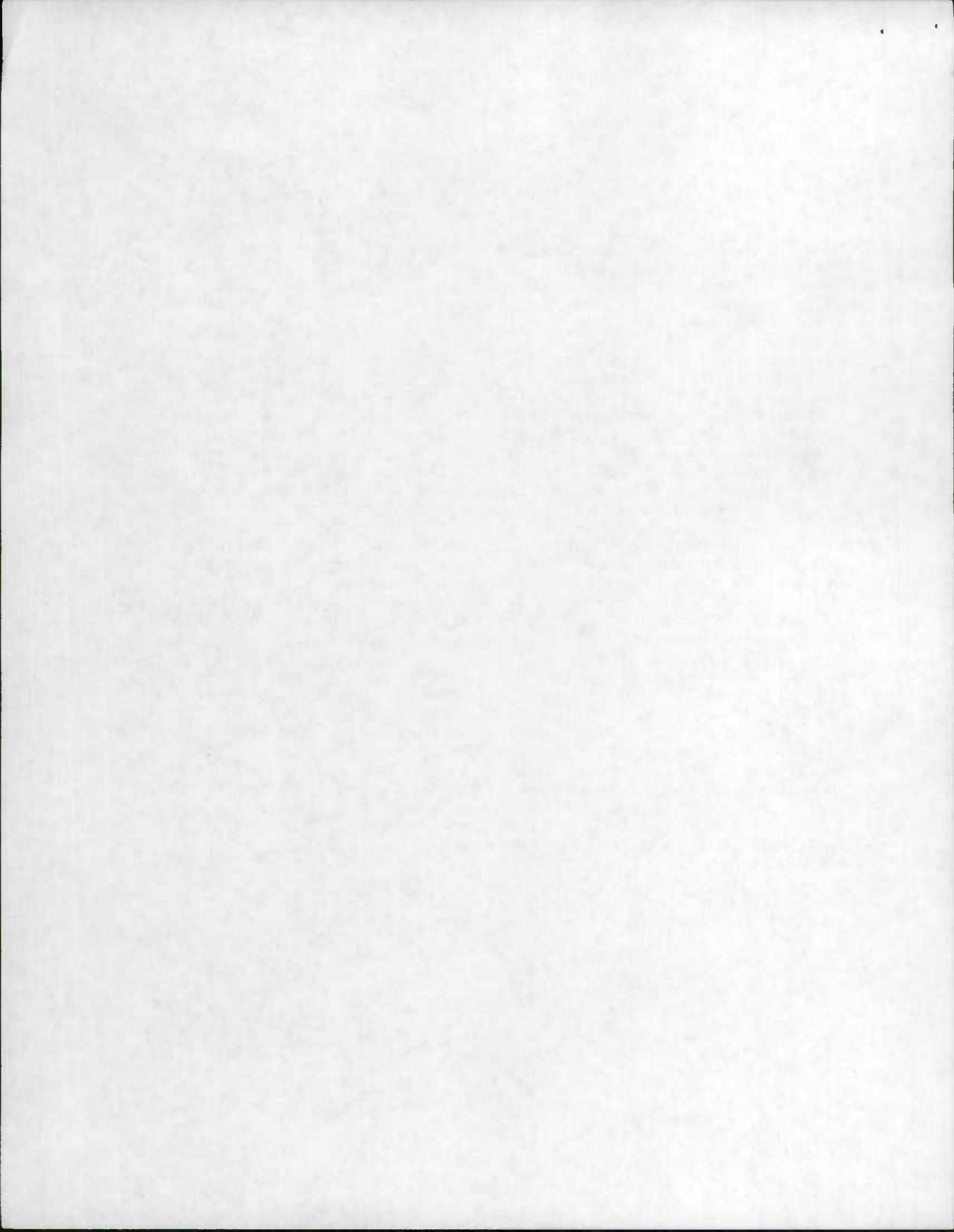
The primary purpose of this classification scheme was to get a rough idea of the approximate size of the county road system; whether it is a complex, developing network or a relatively simple, rural road system. It was hypothesized at the beginning of this study that the more complex, urbanized, and developing the system, the more formalized is the route naming procedure.

Since each district was to be represented, the counties were grouped by district, and then at least one county selected from the district. The medium county type which emerged was selected to represent the others. For example, District 6 had one medium-low, one medium, and one medium-high ranking county. The medium size county, which in this case was classified as "medium", was selected for the study. Where one type county emerged as the mode--it occurred most often--then one of the "mode" counties was selected. An example of this is District 7 with 1 medium-low, 2 mediums, and 1 medium-high county; one of the counties designated "medium" was selected.

agree this

The following counties were chosen as described above and are arranged by District:

- Will have general guidelines, not a policy to actual renaming
- some is political - "heads off" situations.

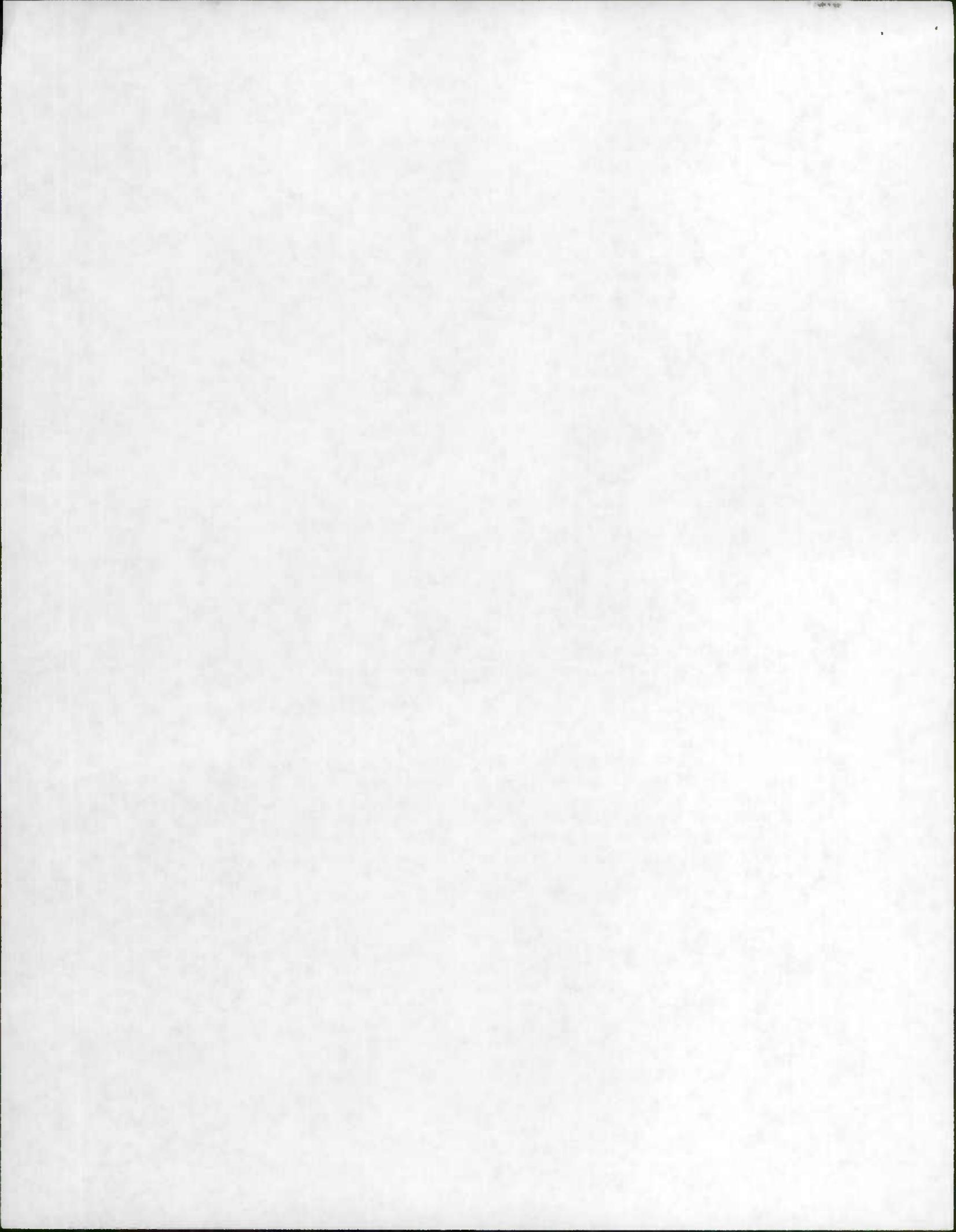


<u>District</u>	<u>County</u>	<u>Classification</u>
1	X Wicomico County	Medium-Low
2	X Kent County	Medium-Low
3	X Montgomery County	High
	X Prince Georges County	High
4	X Baltimore County	High
	X Harford County	Medium-High
5	X Calvert County	Low
	X Charles County	Medium-High
6	X Garrett County	Medium
7	X Carroll County	Medium

Data was collected through phone interviews, primarily, and from literature sent by the various county agencies.

The procedure for naming roads is basically the same from county to county; the road renaming procedure is what varies. The original hypothesis was that the larger the county, the more formalized the renaming procedure. By formalization is meant here that the procedure is in writing. The logic of this theory was that there are more renaming requests in the larger counties, and the more often an occurrence, the more necessary it is to set up rules and regulations in writing -- procedures-- for dealing with the occurrence. If the procedure had to be devised each time a request is presented, there'd be little time left to handle other business. As will be shown later, data gathered did not support this theory.

Naming roads is fairly simple, and similar, from county to county. The developer will submit the names on the development plans to the county planning office. Prior to this submission, though, the names are reviewed by a particular individual in the planning office to determine, primarily, if there are any duplications, or if it sounds like a name already in use. This was the case in all counties.



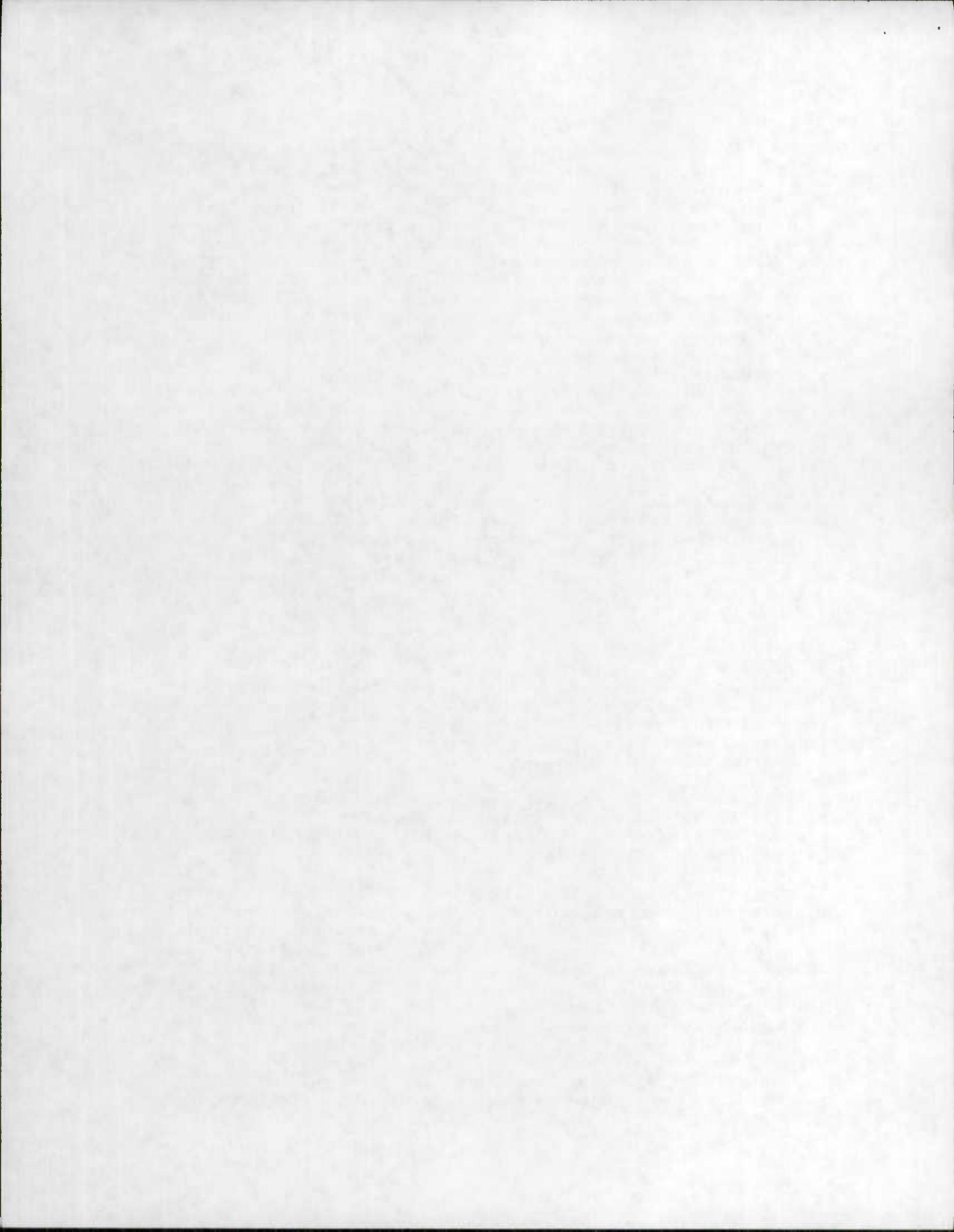
Rules for street naming have been developed in all counties. Calvert County, classified a "low", indicates in its Subdivision Regulation #5.24, the "street names shall be approved by the Planning Commission by submission on the Preliminary Plan, to insure no confusing duplication within the County." (emphasis added, Calvert County, Maryland, Subdivision Regulations, Pg.7) This is the extent of their regulations, and fairly simple versus Baltimore County, classified as "high", where there is so much development occurring that a separate office has been established to review street names. It is designated the House Number and Street Naming Agency. There is no such office designated in the other counties surveyed.

At the time of the interview with the Baltimore County House Number and Street naming Agent, she indicated that new procedures for street naming/renaming were being developed. There are to be no duplications of a surname, and no "old", "new", "Northwest", "East", "South", etc. in the name. The street name itself cannot be longer than 17 characters, which include spaces, letters, and/or abbreviations. This county is also trying to standardize abbreviations and connotations. "Court" would mean a non-access road (cul-de-sac), "lane" would be a private road, and a "circle" would designate any road which loops back on itself or into a main road. "Road" and "street" would name a road with many access points, and a "boulevard" would designate a through street with limited access.

Carroll County (a "medium") also has a system of reserving particular names for particular roads. For example, "court" for cul-de-sac, "drive" and "lane" for private roads, and "street" and "boulevard" for "county-to-be" roads. Harford County encourages the naming of roads around a theme, for example, president's names or the names of flowers.

Street name length, as indicated above for Baltimore County, is limited to 17 characters. In Montgomery County, the name cannot exceed 18 characters; in Prince Georges (PG) County, the limit is 24 characters to a name.

As the Development Review Officer in the Montgomery County Planning Office explained it, signs that are too long unbalance easily; also, if the name is put in a computer, and it needs to be abbreviated, it may be difficult to retrieve if the correct abbreviation isn't guessed at. Roads with a similar first name but different last names may be difficult to distinguish if there is space enough only to print out the first name. As an example, take a computer program that can only accommodate 11 characters to a name. With two streets, one named Greenspring Road, the other Greenspring Avenue, one would only be able to type in "Greenspring" for both. "Road" or "avenue" could not be accommodated, and thus the two roads would be indistinguishable.



To shorten or abbreviate the actual name could be dangerous, especially if the abbreviation turns out to be another street name, e.g. Green Road.

Therefore, the character limitation serves two purposes. First it is needed for safety reasons -- the sign is less likely to unbalance -- and second, it's more feasible to maintain a computerized inventory of the streets.

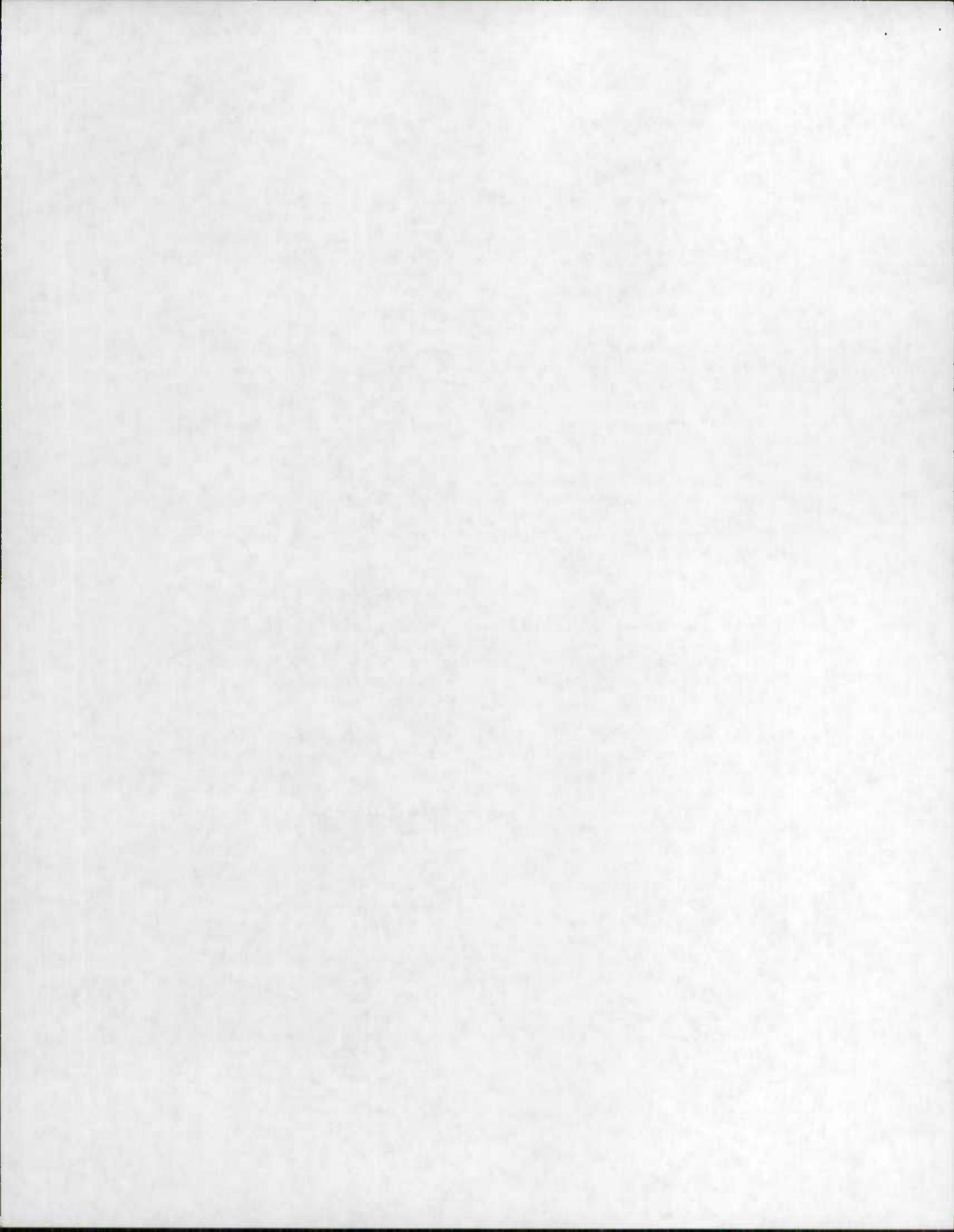
Once the development plans on which the names have been indicated are approved, the information is distributed to several different agencies. Most counties include those agencies indicated on the attached sample memo from Calvert County (see Appendix A). The distribution lists for other counties are also included in Appendix A. There are some variations in distribution, though. For example, in Montgomery County, someone from the Post Office will come in regularly to obtain the latest address maps, rather than the Planning Office sending them the information.

The Planning Director for Kent County indicated they don't contact anyone except Central Services (Police, Fire, Ambulance) since it's only a town of 16,000 people. If something happens, eg. a development goes up, everyone knows anyway; there's no need to distribute the information.

Road renaming causes a little more "excitement" than initial road naming, especially if the renaming is being done to honor a person. In Garrett County in one instance neighbor conflict arose over a requested name change; now road renaming is very strongly discouraged there.

In Carroll County there have been problems in the past with the fact that all who should have been notified of a proposed name change weren't, and these individuals later objected. The county is presently in the process of revising its renaming policy since renaming requests have been increasing. The committee charged with this task includes representatives from the Grid Coordinator's, Permits, Public Works, Planning, and County Commissioner's Offices. Presently, the citizens making the request sign a petition and present it to the Department of Public Works where it is decided upon. But the policy would be changed to state that all requests should go through a formal hearing.

In Charles County the Assistant Planner could not recall any requests for name changes that were initiated by the streets' residents. At this point in time, there is no formalized procedure should such a request be presented. On the other hand, in Montgomery County, the Development Review Officer has been approached so many times that he has stipulated the change "must be in the public interest," not for a frivolous reason, like they don't like the sound of the name. He justifies this by pointing out how costly it is to change a name, not only for the taxpayers



since so much paperwork must be processed and people paid to do this, but also in terms of time. The name must be changed in at least 45 different places if the request is approved.

In PG County, on the other hand, proper naming of roads is not discouraged. The restriction is not on proper names themselves, but on using the full name. For example, a road would be called Bowling Boulevard rather than Rodney I. Bowling Boulevard.

Of all counties surveyed, the following require only that a petition be presented to the Department of Public Works which can decide whether or not to change a road name:

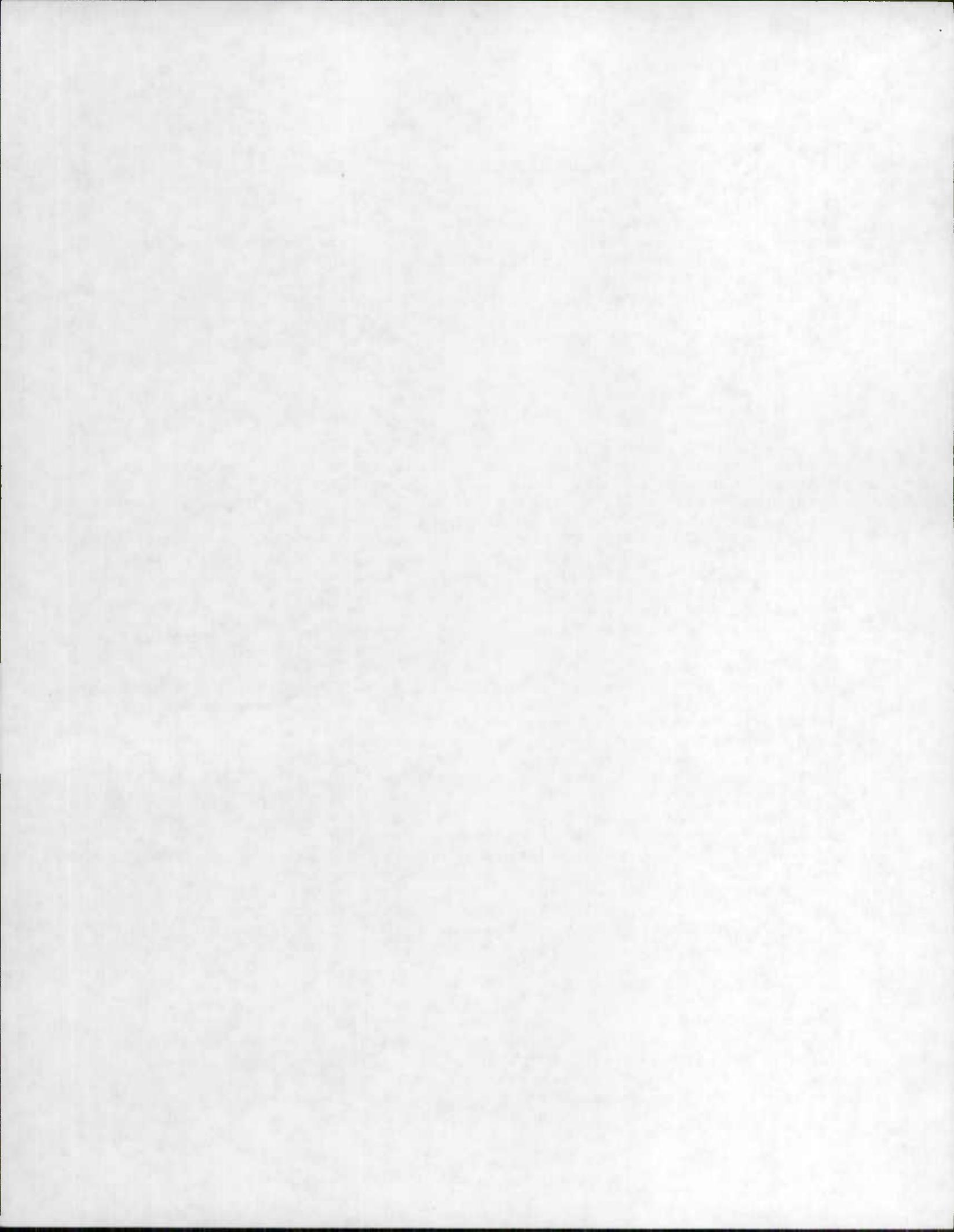
Prince Georges County
Garrett County
Montgomery County

In these three counties, if the Department of Public Works has denied the request, citizens can present their petition to the Planning Commission/City Council for a decision. In Garrett County, the Planning Commission, for the most part, backs up the Department of Public Works in its denial of a requested name change. In Montgomery County, on the other hand, the Development Review Officer was approached by a group of citizens with a name change request. If he had approved it, that would have ended the issue, but he discouraged the change, so the citizens next approached the Planning Board. The Planning Board reversed his decision and the name change request was approved.

In Calvert, Harford, Wicomico, Prince Georges, and Kent, the first step in requesting a name change is to hold a hearing, where a decision is made. Charles County was interesting because the Assistant Planner could not recall any request for a name change being presented. There is no formal procedure to follow should this happen, but if it does, the Assistant Planner suggested it would probably constitute the Commissioner holding a hearing.

Baltimore County varies from all the above since those requesting a change must go through an Executive Order procedure. Seventy percent of the ownership along the road to be named must respond and 70 percent of this 70 percent must agree to the request. The house number and street naming agent must then verify to its legality: are they actually the owners on the road. If all is o.k., then the Order is sent to the Executive Office and either approved or disapproved.

Road renaming is initiated by the County Offices as well as the citizens. Often, the county will rename a street if the road has been realigned or if its pronunciation is too similar to that of another road. In fact, 90 percent of Montgomery County's rename actions are initiated by the County itself. In Carroll County, the Fire Department alerted the County Planning Officer to a problem with a particular street name. The Department had responded to a fire call on one street, but instead, had ended up



on a street with a name very close in pronunciation to their intended destination; they therefore lost valuable time getting to the scene of the fire. Since it was for safety reasons, the name was changed immediately and the street residents notified after the action was taken.

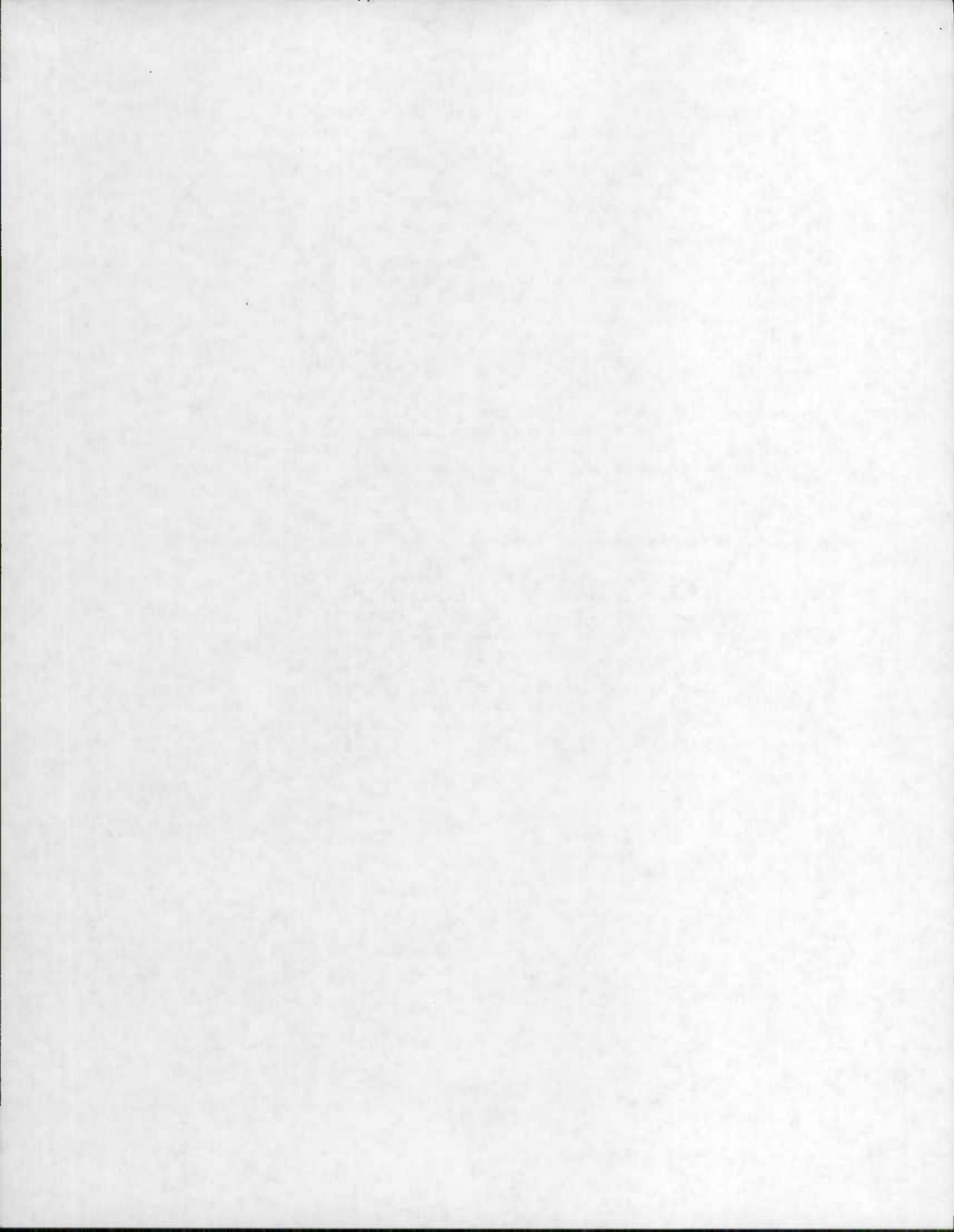
In sum, then, all counties surveyed were found to have route naming procedures. Route naming, as mentioned earlier, is fairly simple and routine and if there are problems with a name initially, it is not used at all. Route renaming is a little more complex because emotions are often involved in the process. The interesting conclusion, though, is that be a county large or small, road renaming, for the most part, is discouraged. On the smaller county level, it is discouraged primarily because it causes interpersonal conflict, whereas on the larger county level, the cost -- in terms of time and money -- will discourage name changing. With the smaller counties this is not so much the concern since the bureaucracy is not quite as large or complex. For example, where in Montgomery County (a large county) there are 45 different places to make a change once a rename is approved, in Calvert County (which is small in relation to Montgomery County) there are only 10 agencies to notify.

The original "hypothesis" was that the larger the county, the more formal is the naming/renaming procedure. The data gathered to this point does not support this theory. Rather, it shows that all counties surveyed have very similar procedures, no more or less complex. The amount of work is what varies because the larger the system, the more people have to be notified and the more paperwork is involved.

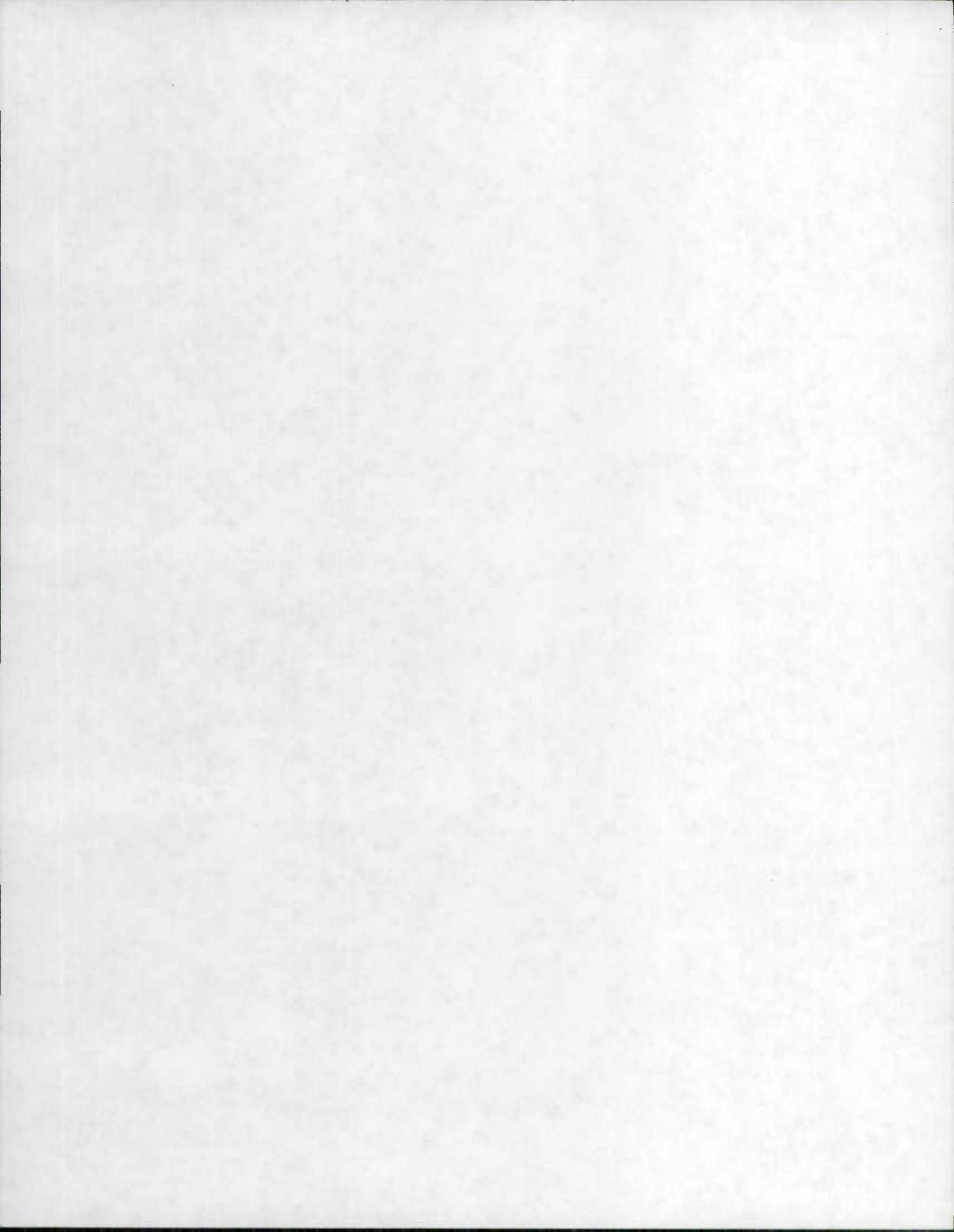
At this point it is necessary to determine whether or not the above findings are sufficient or can be of any assistance to the State Highway Administration in developing its own policy regarding procedures for naming and renaming roads.


Prepared by Kay Pezeshki
Research Statistician
Planning Services Unit

July 17, 1987



APPENDIX A



(301) 535-2348

December 5, 1986

MEMO FOR: See Distribution Below

SUBJECT: Change or Assignment of Road Name, Calvert County

Under the provisions of paragraph 5.24 of the County Subdivision Regulations and/or the provisions of paragraph 5.20 of the County Ordinance for the Naming and Renaming of Streets and the Assignment of Address Numbers, the following change or assignment of street name(s) was approved by the Planning Commission on April 16, 1986:

<u>New Name</u>	<u>Old Name</u>	<u>Election District</u>	<u>Subdivision</u>
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A plat or tax map extract (Map 21) showing the affected road(s) is attached for your information.

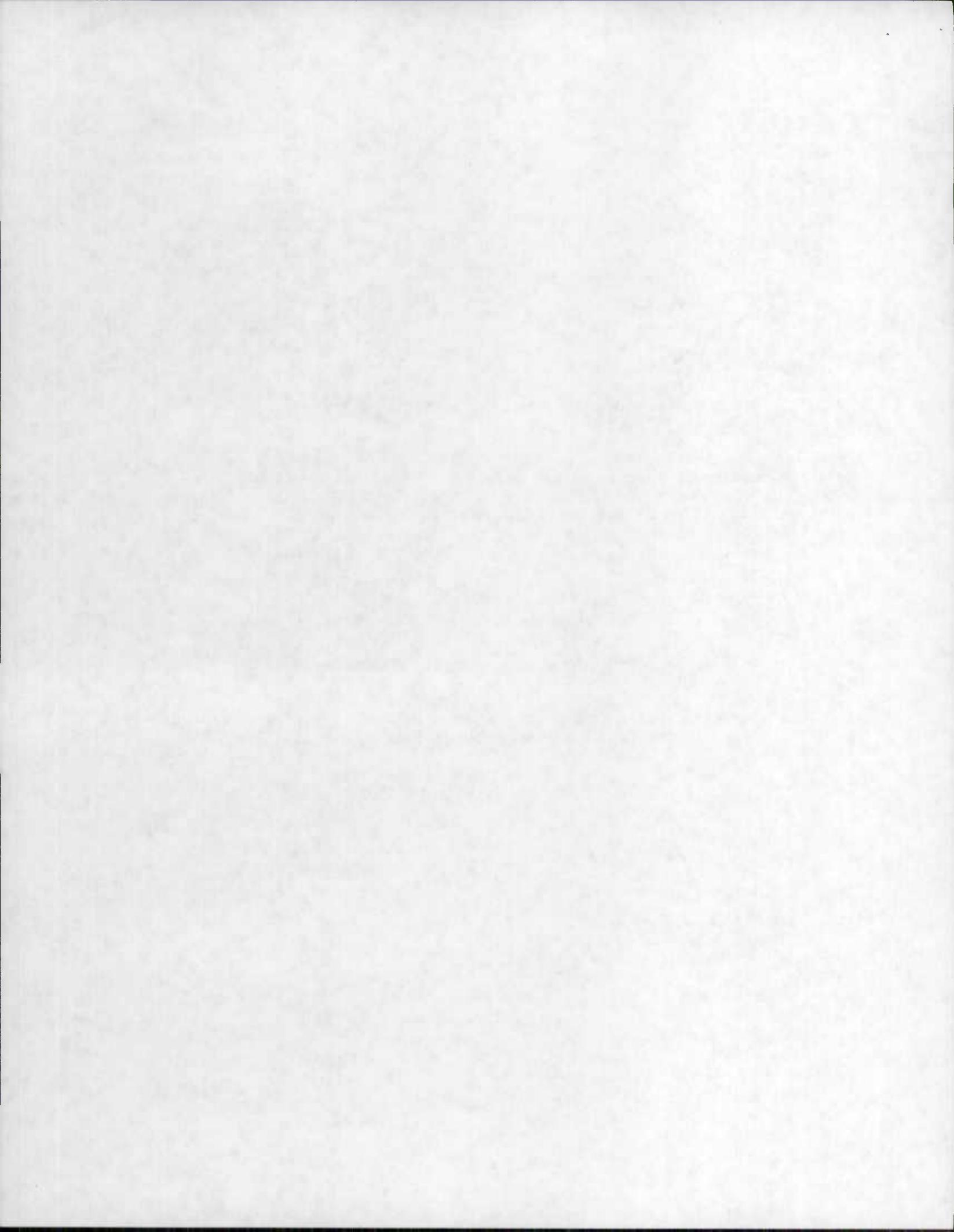
It is requested that maps, records and reports of your office pertaining to the reference road(s) show the new name(s) as approved.

Sincerely,

Frank A. Jaklitsch, Secretary
Planning Commission

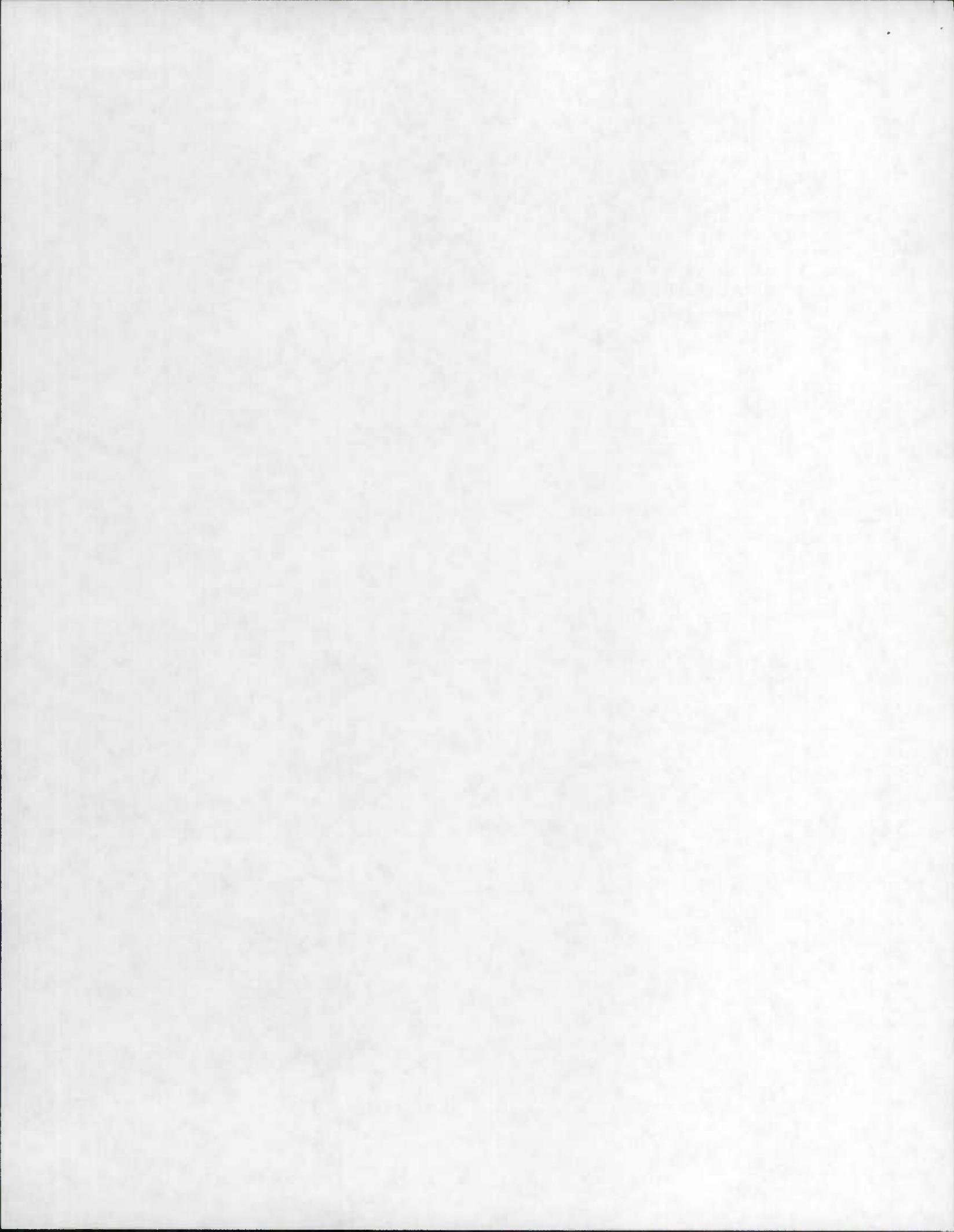
rec

Dist: Post Office
State Assessor
Board of Education
Control Center
Election Board
County Engineer
C&P Telephone Co.
SMECO/BG&E
Public Facilities & Services
Applicant



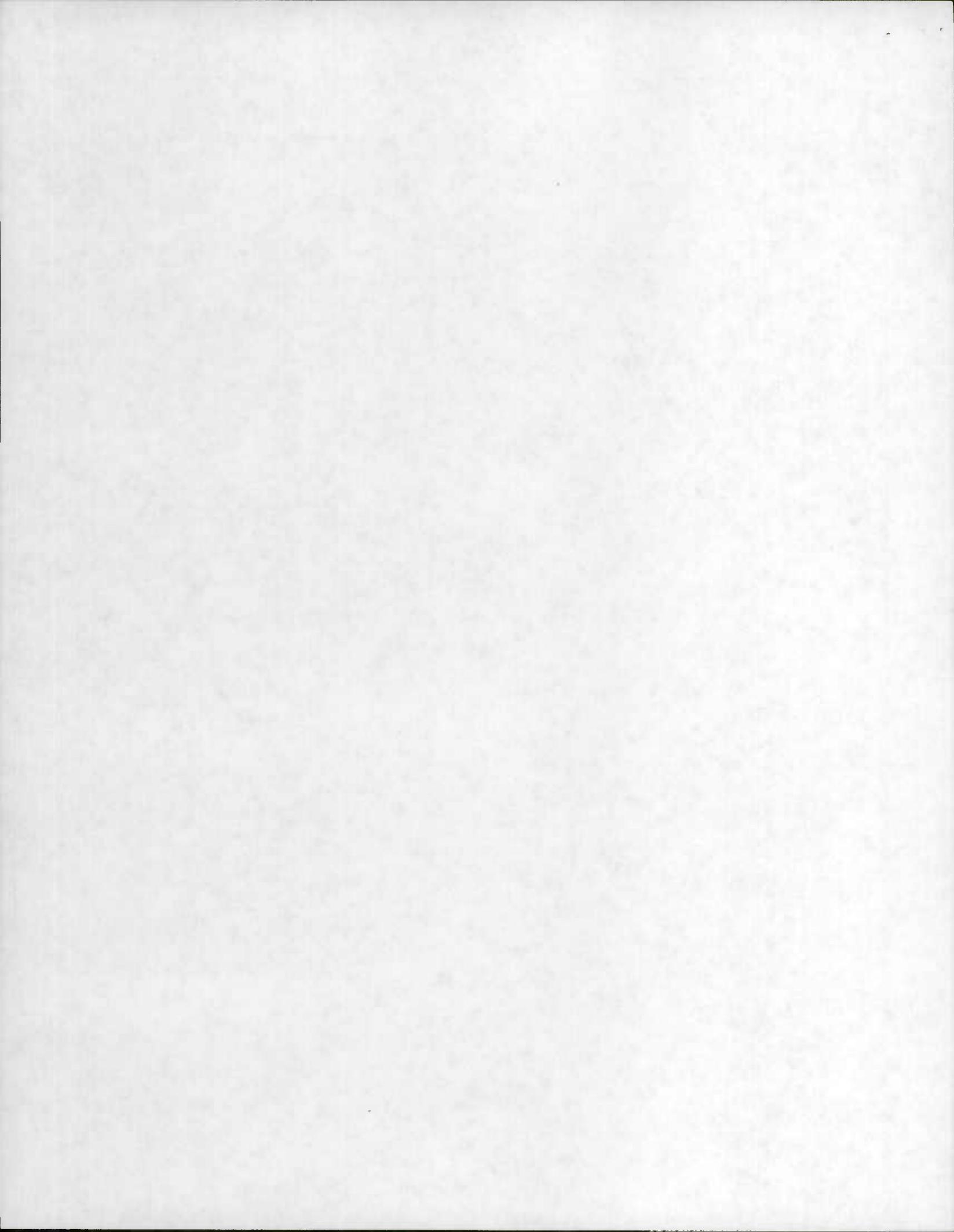
Distribution List in Carroll County re route naming/renaming:

Central Services
Department of Health
Board of Education
County Zoning Office
State Highway Administration
Permits Office
Soil Conservation Agency
Department of Public Works
Bureau of Utilities
B G & E
C & P
Client



Distribution List in Garrett County re route naming/renaming:

Central Services
State Police
Sheriff
Post Office
Developer



Distribution List in Harford County re route naming/renaming:

Post Office

B G & E

C & P

Sheriff

Central Alarm

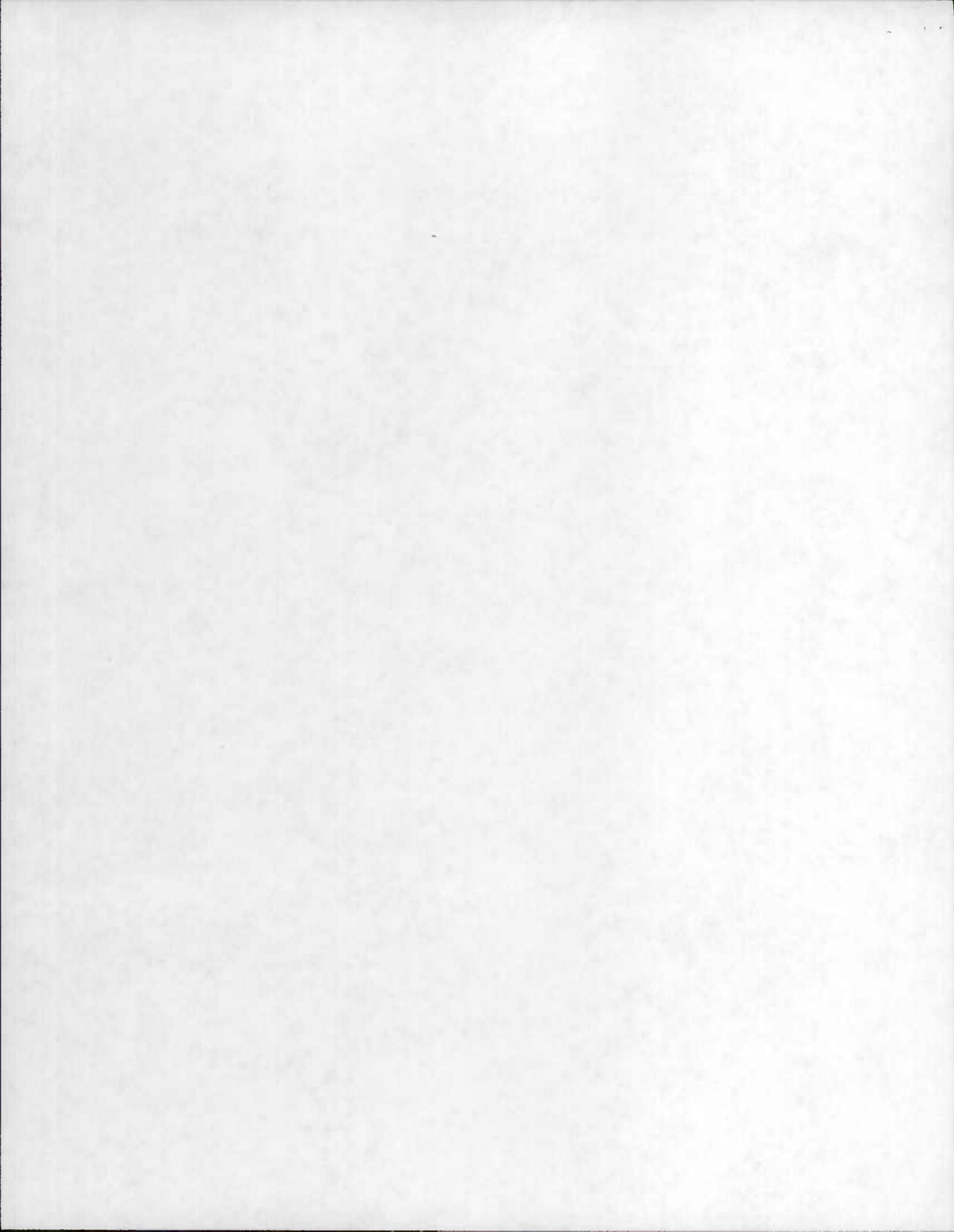
Board of Education

Parks and Recreation Office

State Highway Administration

Department of Public Works

Developer



Distribution List in Prince Georges County re route
naming/renaming:

Post Office

Assessment Office

Board of Education

Central Services

Communication Services

C & P

B G & E

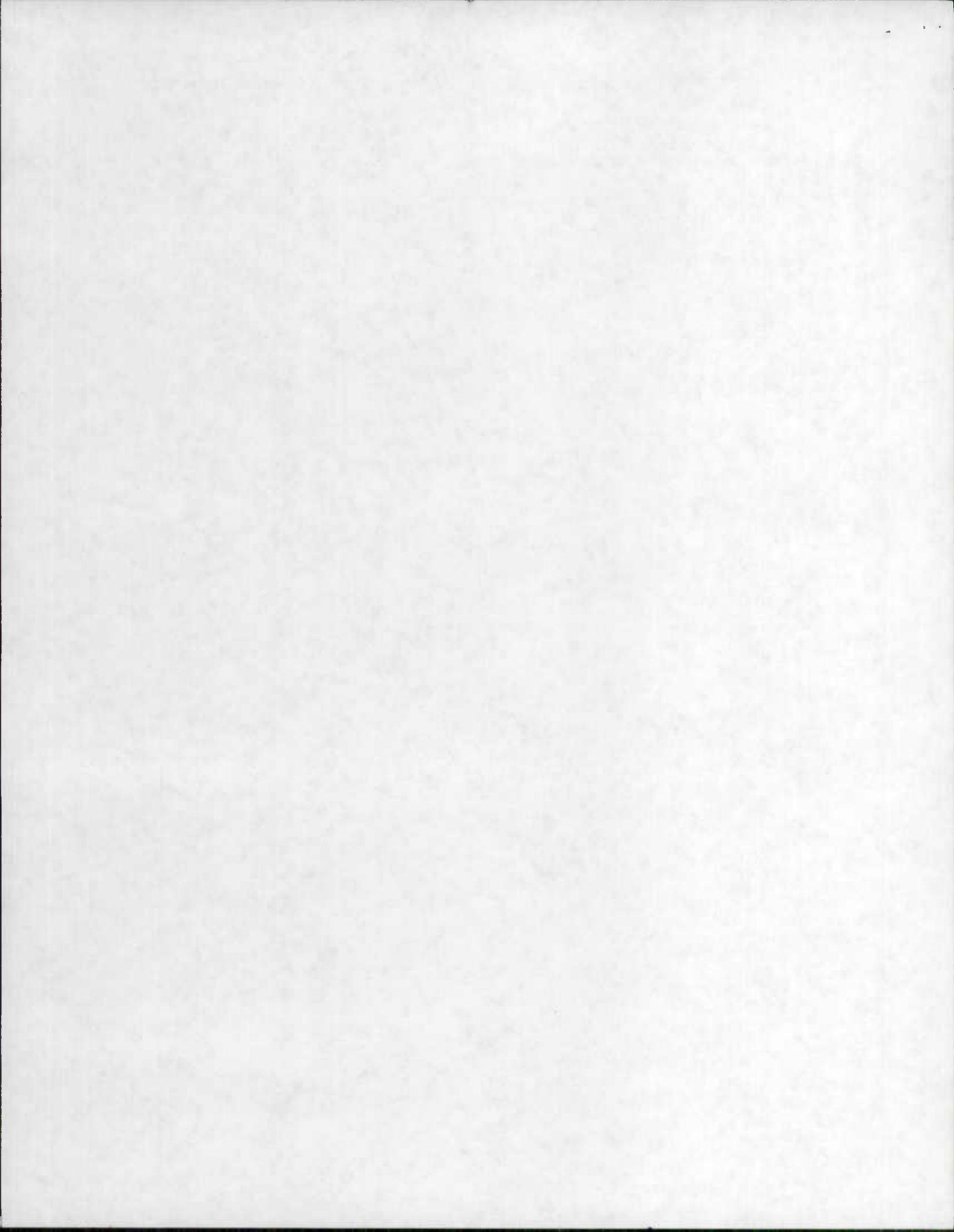
Washington Gas

Potomac Electric and Power Co. (PEPCO)

Washington Sanitation and Sewer Commission (WSSC)

Appropriate Municipalities

Developer



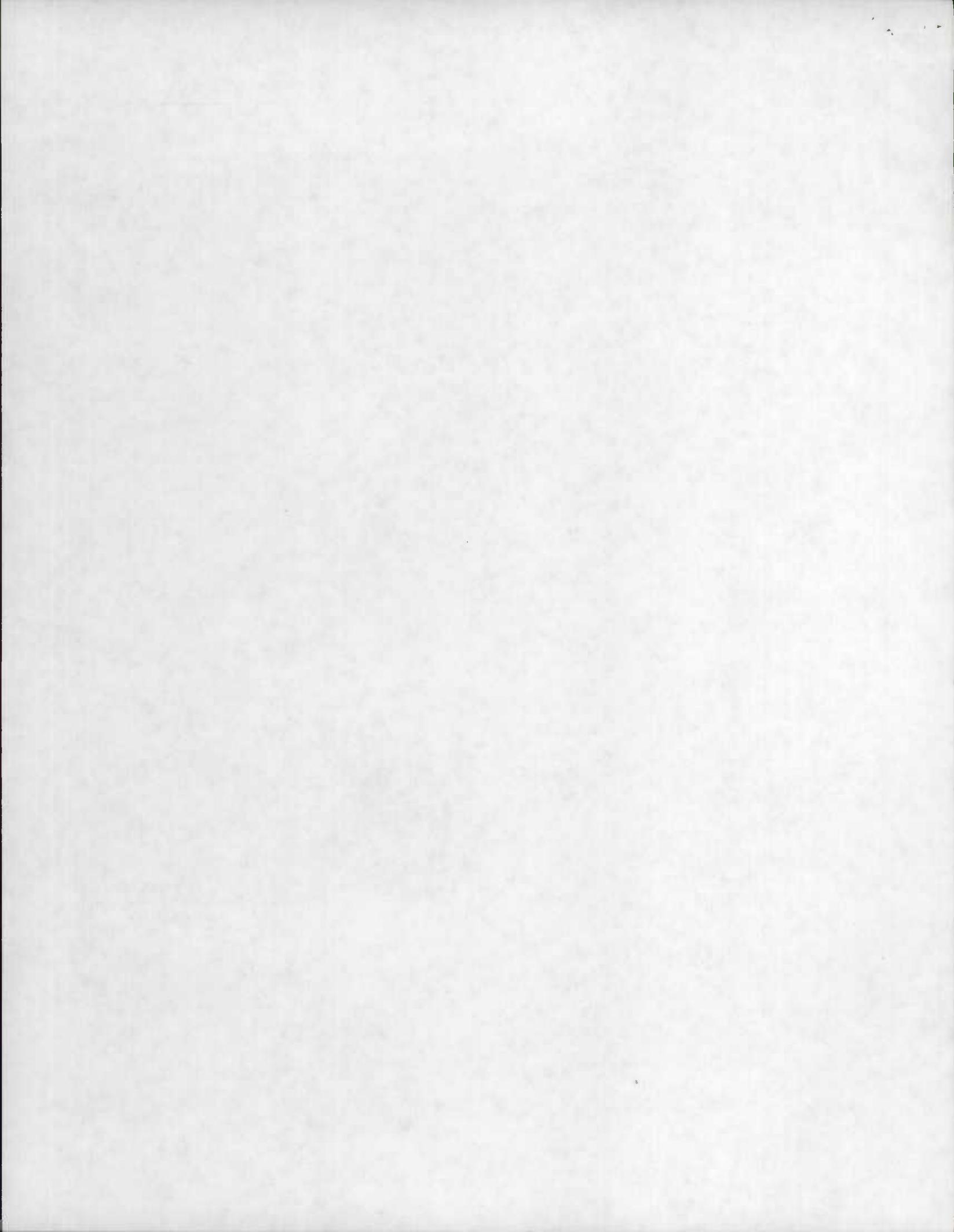
Distribution List in Wicomico County re route naming/renaming:

Post Office

Board of Election Supervisors

Central Alarm

Client





Howard Co

OFFICE OF PLANNING AND ZONING

ELIZABETH BOBO
COUNTY EXECUTIVE

URI P. AVIN
DIRECTOR

GEORGE HOWARD BUILDING
3430 COURT HOUSE DRIVE
ELLICOTT CITY, MARYLAND 21043
(301) 992-2350
TTY (301) 992-2323

RE: Fee Schedule for Street
Renaming Petitions

Gentlemen:

In accordance with Council Resolution No. 82 of May 21, 1987, the following fees will be assessed for street renaming petitions:

Filing Fee \$142.00
Certified Notification
Fee (per property owner) \$5.00

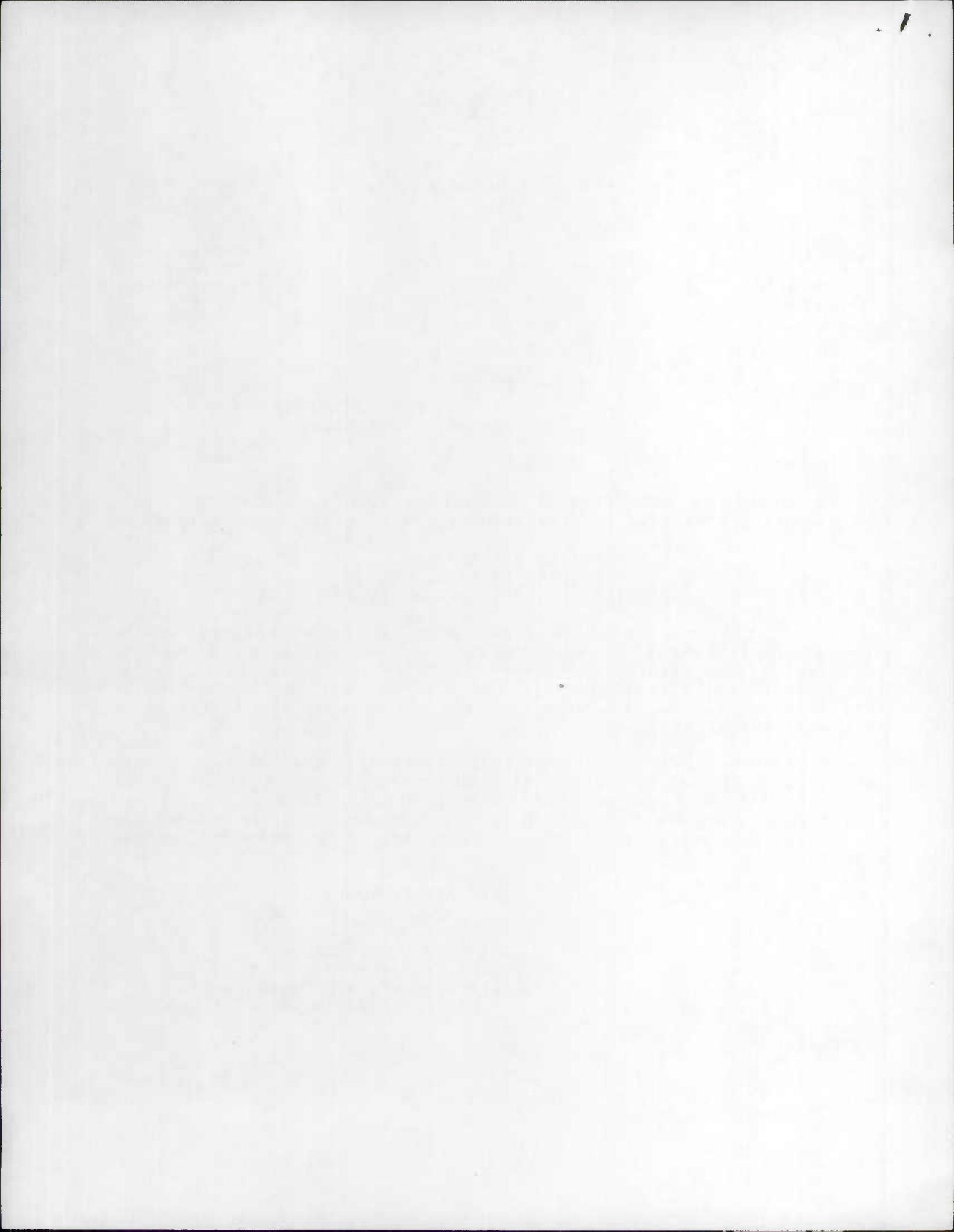
In addition to the above fees, which will be remitted at the time the petition is filed, the following expenditures should be anticipated; the recordation fee for the revised subdivision plat(s) (if applicable), the publication fee for the Planning Board hearing notice in two (2) local newspapers, and the fee for the installation of new street signs.

Should you have any questions regarding the above, please contact our office, 992-2352, at your convenience. A staff member familiar with this subject and correspondence will be available to assist you. Any problems with the processing of this matter or correspondence relevant to this subject should be directed to the signer.

Very truly yours,

John W. Musselman, Chief
Division of Land Development
and Zoning Administration

JWM/CM:bsw



OFFICE OF PLANNING AND ZONING
DIVISION OF LAND DEVELOPMENT
AND ZONING ADMINISTRATION

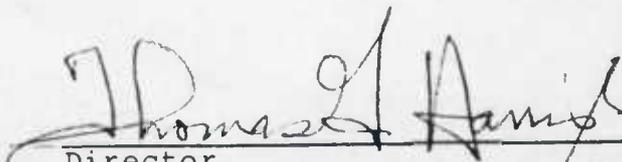
POLICY FOR

STREET RENAMING PROCEDURES IN
HOWARD COUNTY, MARYLAND

The attached procedures, information sheet, petition and application are hereby established pursuant to Section 16.400, of the Howard County Code, and shall become an official document to guide the completion of and submittal of the Street Renaming Petition requirements identified in the Howard County Code.

9-25-85

Date


Director,
Office of Planning and Zoning



STREET RENAMING PROCEDURES AND PREPARATION INFORMATION

SECTION 16.400 Street Names and House Numbers

The purpose of the following is to establish a standardized set of procedures pursuant to Section 16.400 of the Howard County Code, by providing written guidelines for Howard County residents to follow when requesting the renaming of an existing public street, road or highway. As enumerated under this section of the Howard County Code, the Planning Board is authorized to name and rename any street or highway provided that such street or highway shall not be changed until ninety percent (90%) of the residents living on or binding on such street or highway, and using such street or highway name as their address, shall agree in writing of the proposed street name change to the Howard County Planning Board. Without such written agreement, no street or highway name shall be changed. The Planning Board has the power to correct mistakes in names of streets or highways, to rename the streets and highways from time to time, and to have placed proper street signs showing or indicating the names of streets and highways, as provided above. The Planning Board shall have the power to make reasonable rules and regulations for carrying out any of the changes in street or highway names. The following procedural information is to serve as a guide in preparing the Street Renaming Petition for submittal to Howard County. Compliance with the following will assure processing in the most expeditious manner. Lack of correct information may result in additional time required to revise the Street Renaming Petition for resubmittal, re-review and a rehearing.

Procedure:

1. Application form or package obtained from the Office of Planning and Zoning: Only the current forms will be accepted for processing (see attachment DLDZA/SN-1-85). The application will be completed in full and signed by the petitioner.

2. Application fee: The street renaming procedure process is subject to the controls and fees as adopted by the Howard County Planning Board in accordance with Section 16.400 of the Howard County Code. The application fee will be comprised of administrative costs necessary to process the Street Renaming Petition such as Planning Board hearing notice and advertising costs, all mailing costs, the processing and recordation of a revised final subdivision plat, if necessary, and new street name sign(s) at the location(s) of the existing street name sign(s). This entire fee will be computed and made known to the petitioner as payable before the petitioning process may start.

3. Street Renaming Petition Requirements: Prior to formal submission of the application to the Office of Planning and Zoning, the applicant/petitioner, who must be an existing property owner on the street, shall obtain a list of all the current fee-simple property owners, by name and mailing address, who reside on the street or highway affected by the proposed name change and their signatures on a petition (see attached) attesting to their approval of the street name change. The applicant/petitioner must obtain the signature approval of ninety percent (90%) of the property owners residing on the affected street or highway before the application can be submitted to the County for processing in accordance with Section 16.400 of the Howard County Code.

4. Street Renaming Application/Petition Submittal: The formal submission must include three (3) complete sets of the application, plot plan, the above mentioned petition and a check made to the order of "Howard County Director of Finance" in the amount stipulated under the provisions of paragraph 2. If more than one sheet exists in a package, the additional sheets will be clearly identified as to their purpose, street map, property owner's letters etc., and stapled to form complete sets. When the Street Renaming Petition package is submitted for processing, no additional information relative to the submittal will be accepted within that active processing time unless the applicant/petitioner is willing to pay a revision fee and reschedule the Planning Board hearing date. Street Renaming application/petition requests will not be accepted by this office without compliance of the ninety (90%) signature approval requirement of the affected property owners pursuant to Section 16.400 of the Howard County Code.

5. The attached information sheet is provided with the street renaming application package: The items listed on the information sheet are required to be indicated on the plot plan submitted. The plot plan must accompany the application, petition form and affidavit submitted. The plot plan must be accurate and complete for the entire length of the street or highway proposed for renaming. Processing of the Street Renaming Petition can be withheld until all the required information is submitted. Providing this information at the initial submission will expedite the review and processing of the Street Renaming Petition.

6. Review and Processing Period: The applicant/petitioner shall submit three (3) complete sets of the Street Renaming application form, petition, affidavit and plot plan (see attached information sheet) and the required filing fee and mailing expense fee in accordance with the County fee schedule in effect at the time, to the Division of Land Development and Zoning Administration of the Office of Planning and Zoning. The Division of Land Development and Zoning Administration will calculate the mailing expense fees at the time of application submission. The applicant will submit at least two (2) proposed street name selections, numbered in order of preference to the Division of Land Development and Zoning Administration for submittal to the U.S. Post Office for approval in the Baltimore Metropolitan Area to avoid name duplication. When approval is received from the Baltimore Post Office to utilize the submitted name(s), the Director of the Office of Planning and Zoning will set a hearing date for all street renaming requests before the Planning Board. The Division of Land Development and Zoning Administration shall notify the petitioner of the hearing date, time and location of the hearing and any further responsibilities such as registered mail notification of affected residents posting or advertising requirements.

The date at which the Street Renaming Petition is accepted for processing begins the active processing time for the petition. The Division of Land Development and Zoning Administration will review the petition using county land ownership records, documents and visit the site to verify the information submitted as accurate and complete. Once the review period is completed, the Division of Land Development and Zoning Administration will prepare a recommendation and present the street renaming request to the Howard County Planning Board at a public hearing.

7. Procedures for Planning Board Hearing:

A. Meeting and Hearing

The Director of the Office of Planning and Zoning shall establish a date, time and place for all Street Renaming Petition hearings. The Office of Planning and Zoning will present the street renaming request and relevant information to the Planning Board with respect to the location, petition accuracy and ownership verification as best determined by available informational resources and findings. All evidence, petitions, testimony and other matters shall be submitted at the time of the hearing. The applicant/petitioner will be responsible to present any testimony or additional information and justifications for the Street Renaming request as required by the Planning Board at the hearing. The Planning Board shall decide on all Street Renaming Petitions at the time of the hearing, unless the hearing is continued to another hearing date to receive additional testimony and information.

B. Record of Hearing:

The Office of Planning and Zoning shall keep a record of the Planning Board's decision, all of which shall be filed in the Division of Land Development and Zoning Administration and shall be public record.

C. Public Attendance:

The general public are invited to attend the Planning Board hearings and are expected to maintain order and decorum so as to refrain from disturbing the orderly process of the hearing.

D. Maintenance of Order:

It shall be the duty of the Planning Board to maintain order during any hearing or meeting of the Planning Board. Whenever confusion or disorder arises in the Hearing Room or demonstrations of approval or disapproval of those persons in attendance occur, it shall be the duty of the Planning Board to enforce order on their own initiative. Under circumstances of confusion and disorder, the Planning Board shall have the power, and it shall be the duty of the Planning Board, to order the Hearing Room cleared or to recess the hearing.

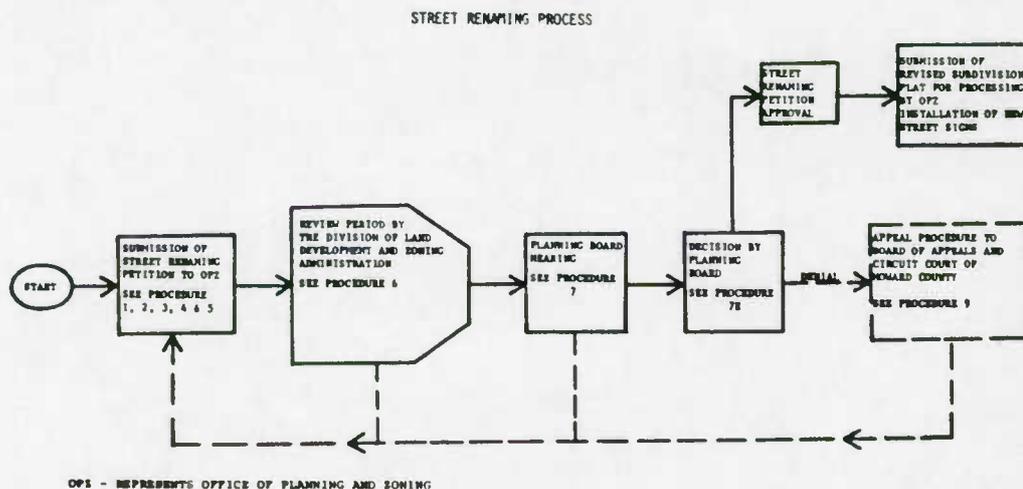
E. Decision and Order:

The Decision to grant or deny a petition properly brought for a street renaming request shall be made by the Howard County Planning Board. Once a decision is rendered by the Planning Board, all affected property owners will be notified by certified mail of the Planning Board's decision. If the decision is affirmative, the Division of Land Development and Zoning Administration will notify all affected property owners of the new street or highway name change thirty days in advance of the effective date of the change. On the effective date of the street or highway name change, the Division of Land Development and Zoning Administration will notify all the County and State government agencies of the official street address change for all of those affected property owners. The Division of Land and Zoning Administration will notify the applicant/petitioner by certified mail of the appropriate procedures to revise any county or state land ownership records and the associated fees for subdivision plat revisions and recording requirements to officially implement the street name change, if applicable. The applicant and/or other property owners will be responsible for the recordation of a revised final subdivision plat showing the outline boundary of the present street and indicating the new approved street name, if applicable.

In addition, the applicant and/or other property owners will be required to pay for the installation of the new street signs at the locations of the present signs. Once the Planning Board has approved the new street name, the Division of Land Development and Zoning Administration will notify the Department of Public Works/Bureau of Highways to place an order for the new street sign(s). The applicant and/or other property owners will then be billed for these signs and when payment has been received, they will be erected shortly thereafter.

8. Appeal Procedure

Any person specially aggrieved by any decisions of the Office of Planning and Zoning or the Planning Board may file and appeal to the Howard County Board of Appeals in accordance with Section 501 of the Howard County Charter. Such appeal shall be filed not later than thirty (30) days from the action date of the Planning Director of the Office of Planning and Zoning or the Planning Board. If the appellant continues to be aggrieved by the decision rendered by the Board of Appeals, then they may appeal the decision to the Circuit Court for Howard County. In any case, no further administrative appeal will be accepted on the original petition after the action date decision by the Planning Director or the Planning Board.



For additional information call: 992-2352, or address inquiries to:
 Division of Land Development
 and Zoning Administration
 3430 Court House Drive
 Ellicott City, MD 21043

INFORMATION SHEET FOR STREET RENAMING PETITION

PLOT PLANS

The plot plan accompanying the application will be accurate and complete for the entire length of the street or highway to be renamed. The application form must be accompanied with three (3) copies of a detailed plot plan/subdivision plan with all street renaming requests and showing the following information:

- () (a) Indicate the subject street or highway by heavy line showing the outline boundary of the street in its entirety with all the lots along the street shown as dashed lines.
- () (b) Identify all lots or parcels of land by address, lot or parcel number designation.
- () (c) North arrow.
- () (d) Scale of plan shall not be smaller than 1" = 200' with a larger scale used for higher density land uses. In all cases the plot plan will be neat, clear and legible.
- () (e) Subdivision Name, section and recording references, if applicable.
- () (f) Any existing or proposed building(s), structures, points of access, topography, natural features, and other objects and/or uses on subject property which may be relevant to the petition.
- () (g) Election District in which subject property is located.
- () (h) Tax map number on which subject street is located.
- () (i) Name and local community in which subject street is located.
- () (j) Name and mailing address of applicant (petitioner).
- () (k) Name and mailing address of attorney, if any.

Case Number: _____

Date: _____

APPLICATION FOR PETITIONING THE HOWARD COUNTY PLANNING BOARD FOR RENAMING OF A STREET OR HIGHWAY IN HOWARD COUNTY, MARYLAND

I/WE the undersigned fee simple owner(s), hereby make application to the Howard County Office of Planning and Zoning and Planning Board for renaming of a street or highway in Howard County, Maryland, pursuant to Section 16.400 of the Howard County Code. The undersigned hereby certifies the information supplied herewith is correct and complete and further, confirms that the regulations and policies as referred to in the attached are understood.

(Signature of Owner/Developer
-Petitioner) (Date)

Statement of Support for Above Request:
(State specifically the justifications and need for the street renaming)

Subdivision Name(if applicable): _____

Location of Street: (General description in relation to nearest existing public road intersection)

Tax Map No. _____, Election District _____

Reference to Applicable Plans: _____
(Subdivision Plans, etc.)

ADDITIONAL REMARKS: (Note any restrictions, agreements, covenants or unusual conditions affecting the street).

(Name of Property Owner(s))

(Name of Surveyor/Engineer or Legal Counsel)

(Address)

(Address)

(Zip Code)

(Zip Code)

(Telephone)

(Telephone)

Petition Fee: _____

Date Paid: _____

All checks shall be made payable to the Director of Finance of Howard County. Petition will not be processed until fee has been paid.

(DO NOT WRITE IN SPACE BELOW)

FOR OFFICE OF PLANNING AND ZONING USE

(PLANNING AND ZONING OFFICIAL'S SIGNATURE)

(DATE)

(TOTAL FEE PAID)

Cash Receipt No. _____

Check No. _____

STREET RENAMING CASE # _____

PETITIONER _____

ADDRESS _____

Affidavit made pursuant to the pertinent provisions of Title 22 of the Howard County Code as amended.

THE UNDERSIGNED DOES HEREBY DECLARE THAT NO OFFICER OR EMPLOYEE OF HOWARD COUNTY, WHETHER ELECTED OR APPOINTED, HAS RECEIVED PRIOR HERETO OR WILL RECEIVE SUBSEQUENT HERETO ANY MONETARY OR MATERIAL CONSIDERATION, ANY SERVICE OR THING OF VALUE, DIRECTLY OR INDIRECTLY, UPON MORE FAVORABLE TERMS THAN THOSE GRANTED TO THE PUBLIC GENERALLY IN CONNECTION WITH THE SUBMISSION, PROCESSING, ISSUANCE, GRANT OR AWARD OF THE WITHIN APPLICATION OR PETITION IN STREET RENAMING CASE # _____ FOR A STREET RENAMING CHANGE AS REQUESTED.

I, WE, DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE AFOREGOING AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

Witness

Signature

Date

Witness

Signature

Date

Witness

Signature

Date

PETITION FOR RENAMING OF A STREET OR
HIGHWAY IN HOWARD COUNTY, MARYLAND

I/WE the undersigned fee simple owner(s) and residents of the subject street, hereby approve of the renaming of _____ to _____ in accordance with Section 16.400 of the Howard County Code. This petition must contain the signature approval of ninety percent (90%) of the property owners residing on the affected street or highway before the application will be accepted for processing by the Office of Planning and Zoning of Howard County.

Number of Affected Property Owners _____

Number of Affected Property Owners in Agreement _____

Percentage of Affected Property Owners in Agreement _____
(requirement is 90%)

1. Name _____

Address _____

Telephone _____

Signature _____ Date _____

2. Name _____

Address _____

Telephone _____

Signature _____ Date _____

3. Name _____

Address _____

Telephone _____

Signature _____ Date _____

4. Name _____

Address _____

Telephone _____

Signature _____ Date _____

5. Name _____

Address _____

Telephone _____

Signature _____ Date _____

6. Name _____

Address _____

Telephone _____

Signature _____ Date _____

7. Name _____

Address _____

Telephone _____

Signature _____ Date _____

8. Name _____

Address _____

Telephone _____

Signature _____ Date _____

9. Name _____

Address _____

Telephone _____

Signature _____ Date _____

10. Name _____

Address _____

Telephone _____

Signature _____ Date _____

COUNTY AGENCIES AND PHONE NUMBER

Office of Planning & Zoning	
Div. of Land Development & Zoning Administration	992-2352
Div. of Comprehensive & Transportation Planning	992-2357
Bureau of Engineering/Department of Public Works	992-2420
Fire Administrator's Office	992-2311
Police Department	992-2266
Soil Conservation Service	465-3180
MD State Highway Administration	659-1350
Environmental Health Department	461-9933
Department of Education	992-0500
Department of Recreation and Parks	992-2480