



City of Vienna

Post Office Box 436
203 West Cotton Street
Vienna, Georgia 31092
(229) 268-4744



APPLICATION FOR STREET NAME CHANGE

The signers of this application ask the Mayor and City Council of Vienna, Georgia to approve the following street name change.

CURRENT NAME OF STREET: _____

PROPOSED NAME OF STREET: _____

The signers further request the street name be changed for the following reason(s): _____

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application. Please attach to this application a list of signatures of persons owning real property abutting the existing street that wish to have the name changed.

CONTACT PERSON

Name: _____

Mailing Address: _____ Zip Code: _____

Telephone: _____ E-mail: _____

Fee Amount Paid \$ _____

Received by: _____ Date: _____

www.cityofvienna.org

Our Mission Statement

*To Deliver to the Citizens and Others High Quality Municipal Services
An Equal Opportunity Provider and Employer/Drug Free Workplace*



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STREET NAME CHANGE PETITION

An application is being submitted to request that _____ be changed to
(existing street)

_____ between _____ and _____
(proposed name) (cross street) (cross street)

The street name change application is being submitted by _____
(Applicant)

Note: A street name change may also result in address changes. Each individual property owner would be responsible for any costs associated with changes in drivers license information, stationary, personal or business checks, home or mailbox numbers or other personal documents related to a street name or address change.

I am in favor of the proposed street name change.

Printed Name	Address	Phone	Signature	Date
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Return completed application and petition of property owners to: City of Vienna, 203 West Cotton Street, P. O. Box 436, Vienna, Georgia 31092, Attn: City Administrator

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AN ORDINANCE BY THE CITY OF VIENNA TO AMEND THE CODE OF ORDINANCES OF VIENNA, GEORGIA, TO ESTABLISH PROTOCOL AND PROCEDURES BY WHICH EXISTING STREETS OR PUBLIC PLACES WITHIN THE CITY OF VIENNA MAY BE RENAMED IN HONOR OF DESERVING INDIVIDUALS, BUSINESSES OR ORGANIZATIONS

WHEREAS, the City of Vienna has the responsibility to provide for the health, safety, and welfare of the citizens of the City; and

WHEREAS, the proper naming of a street contributes to the health, safety, and welfare of the citizens by making sure that any necessary emergency response is properly made; and

WHEREAS, the first read of this ordinance occurred on March 28, 2022 and a second read of this ordinance occurred on April 11, 2022.

NOW THEREFORE, THE MAYOR AND CITY COUNCIL OF THE CITY OF VIENNA HEREBY ORDAIN AS FOLLOWS:

Chapter 66 - STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

Article III. – CHANGING THE NAME OF EXISTING STREETS

Sec. 66-45. –Title and purpose.

This article shall be known as the “CHANGING THE NAME OF EXISTING STREETS” article and may be referred to by that title. The City of Vienna recognizes that, from time to time, a certain individual, business, or organization may make historical, cultural, or other important contributions to the City of Vienna, State of Georgia or the United States that merit recognition in the form of renaming a street within the city in such individual’s honor. This Article prescribes the protocol and procedure by which existing streets or public places within the City of Vienna may be renamed in honor of the aforementioned deserving individuals, businesses, or organizations, while at the same time, preserving the integrity of those existing streets and public places that have already been historically named or dedicated.

Sec. 66-46. – Authority.

The Mayor and City Council shall have the sole power and authority to change the name of existing streets and dedications of existing public places located within the incorporated limits of the city where such streets are owned by the City of Vienna.

Sec. 66-47. –Procedures.

With respect to the changing of the name of an existing street or dedication of a public place owned by the city and located within the corporate limits of the City of Vienna, the Mayor and City Council shall be required to follow the following procedures with respect to the changing of the name of an existing street:

- (1) By application of a citizen or group of citizens.

- (a) A citizen or group of citizens may submit an application to change the name of an existing street hereunder. Such application shall be on forms prescribed by the City Administrator. Such application shall not be considered unless at least sixty percent (60%) of the persons owning parcels of real property abutting such existing street submit a written application to the City Administrator requesting that the name of such existing street be changed.
- (b) Such application shall be accompanied by a nonrefundable fee of one hundred dollars (\$100.00), which is intended to cover administrative and other costs which are anticipated to be incurred by the city in connection with its consideration of the application. Such application fee shall be deposited in the general fund of the city.
- (c) The Mayor and City Council of the city shall consider such application and act thereon no later than one hundred eighty (180) calendar days after the date of submission of such application to the City Administrator.
- (d) Upon receipt of the application by the City Administrator, the City Administrator shall proceed to validate the application. The City Administrator shall validate the application by verifying that the proper number of signatures is contained on the application and that the persons signing the application are owners of real property abutting said street as required by this division. In the event that the City Administrator determines that the application is invalid for any reason, or that the application does not contain sufficient signatures, the application shall be returned to the person or persons submitting such application, and it shall not be subject to further consideration by the Mayor and City Council until such time as a new application is submitted and the City Administrator validates the new application.
- (e) In determining the required percentage of the persons signing such application in connection with the validation thereof, where property abutting such street is owned by more than one (1) person, the signature of only one (1) such owner shall be counted in calculating such sixty (60) percent. In addition, persons who rent or lease real property abutting such street may sign such application, but their signatures shall not be counted toward the sixty (60) percent threshold for submission of the application to the Mayor and City Council. Signatures on any such application signed more than ninety (90) calendar days prior to the date of submission of the application to the City Administrator shall be invalid and shall not be counted toward the sixty (60) percent threshold. In the event that more than one (1) application for changing the name of an existing street is presented to the City Administrator, the City Administrator shall validate such applications in the order received. The first application validated by the City Administrator shall be presented to the Mayor and City Council first, and only if the resolution to approve the application is denied shall the City Administrator present the second or subsequent validated application to the Mayor and City Council.
- (f) The application shall be in such form as established by the City Administrator. At a minimum, the application shall indicate thereon the location of the street, the proposed new name of the street, the printed name, street address, and

signature of each property owner signing such application, and the date that each property owner signed the application. In addition, each such application shall include therewith a written statement which provides, in succinct detail, the reasons for the proposed street name change in honor of a particular person or business listed in the application. In providing such written statement, the criteria to be considered by the Mayor and City Council regarding the changing of the name of such street as more particularly established in this division shall be specifically addressed by the application in such written statement accompanying the street name changing application. In addition, the application shall also list any public announcement or public recognition request that should accompany any official street name changing ceremony undertaken by the city in connection with the changing of the name of such street.

(g) In the event that the City Administrator determines that the application is valid, then prior to the submission of the application to the Mayor and City Council, the City Administrator shall undertake the following:

1. Provide notification of the application to and compile for review by the Mayor and City Council responses to the application from the following:
 - i. All city agencies and departments, including, but not limited to City Police, City Fire, EMS, Code Enforcement, Water, Gas and any other city agencies or departments that the Administrator deems appropriate;
 - ii. All other local, state, or national agencies which the City Administrator determines may be affected by the changing of the name of the street;
 - iii. The Dooly County Board of Education;
 - iv. Any other persons or entities the City Administrator deems should receive notice of the proposed changing of the street's name;
 - v. Said notified agencies and departments shall respond to said notice within fourteen days of receipt of said notice. Said response shall include said agency or department's position regarding name change and support for said position.
2. Review existing public records for the purpose of establishing that the proposed name does not duplicate any existing street name and is not confusingly similar to any existing street name in the City of Vienna, Georgia or Dooly County, Georgia.

(h) Upon the completion of the foregoing, the City Administrator shall be required to place consideration of the application on the agenda for a City Council meeting within ninety (90) days from the date the application was finally validated. Nothing herein shall be construed to prohibit the tabling of such proposal by the Mayor and City Council, but in no event shall consideration of such proposal by the City Council be delayed beyond one hundred eighty (180) calendar days after the validated application was filed with the City Administrator.

- (i) Prior to the Mayor and City Council considering or voting upon such application, the Mayor and City Council shall hold a public hearing regarding such application. Notice of such public hearing shall be published once in the city's legal organ no later than the day prior to the date of the public hearing. Not less than fifteen (15) days prior to the date set for the public hearing, signage displaying public notice hereinafter described shall be erected on along the street of the proposed renaming. Such sign shall be erected within ten (10) feet of said street in such a manner as may be readily seen by the public. Such public notice shall advise the public regarding the application, the proposed new street name, and the time and place of the scheduled public hearing before the Mayor and City Council. Such public hearing shall be conducted with the same formality as that required of public hearings in connection with zoning and rezoning matters before the Mayor and City Council. Upon conclusion of the public hearing, the Mayor and City Council shall be authorized to vote on the application.
- (j) In the event that the application is approved by an appropriate resolution of the Mayor and City Council, the new name of the street shall take effect at such time as is determined by the Mayor and City Council in such resolution.
- (k) Upon adoption of the resolution by the Mayor and City Council, the City Administrator shall undertake the following:
 - 1. Provide written notice to each property owner owning property abutting the street of the official name of the street as approved by the Mayor and City Council;
 - 2. Provide written notice of the new name of the street to the United Postal Service;
 - 3. Provide written notice of the new name of the street to the emergency 911 system in effect for the geographical area including the City of Vienna.
- (l) Within ninety (90) calendar days of the effective date of the resolution adopting the new street name, the City Public Works Superintendent shall have fabricated and installed appropriate signage regarding the new name of the street.
- (m) In making a determination as to changing the name of an existing street, if the street is proposed to be renamed after a natural person, the Mayor and City Council shall take into consideration the following:
 - 1 Whether such person has resided for a long period of time on such street;
 - 2 Whether such person has made significant and long-lasting contributions to the city and its citizens;
 - 3 Whether such person is a nationally or internationally prominent figure who has or may have a direct or indirect connection to the city and its citizens;
 - 4 Whether such person has provided charitable or philanthropic contributions to the city and its citizens;
 - 5 Whether such person has brought honor, prestige, or recognition in a positive manner to the city and its citizens;
 - 6 Whether such person is a leader in local government, civic, educational, or public affairs; or

- 7 Whether such person is a distinguished and accomplished scholar, scientist, educational leader, business leader, government leader, or civic leader.
 - 8 In order to be considered for having an existing street renamed after a person, such person may be either living or deceased at the time that the street name is changed. With respect to a deceased individual, the application shall not be submitted until at least one (1) year after the date of death of such person. With respect to a living person, such person must have reached the age of seventy-five (75) years at the time of the submission of the application, unless such age limitation is affirmatively waived by the Mayor and City Council of the City within thirty (30) calendar days after the filing of the application.
- (n) In the event that consideration is given to changing the name of an existing street so as to name such existing street after a business, an organization, or a nonprofit entity, the Mayor and City Council of the city shall consider the following:
- 1 Whether such entity is located upon such street;
 - 2 The length of time that such entity has been located on such street;
 - 3 The length of time that such entity has been located within the city;
 - 4 The civic, community, and educational contributions of the business to the city and its citizens;
 - 5 The length of time that such entity is expected to remain in business under the same name on such street;
 - 6 No street shall be named after any ongoing business, organization, or nonprofit entity which is not located upon the street to be renamed in honor of such entity.
- (o) In addition to the foregoing factors to be considered by the Mayor and City Council in changing the name of an existing street, the Mayor and City Council shall also be authorized to consider any and all other relevant factors that the Mayor and City Council deems appropriate in making a street naming decision.

Sec. 66-48. –Prohibitions.

Nothing herein shall be construed to prohibit or interfere with the right of the State of Georgia or the Georgia Department of Transportation to name or dedicate roads or streets under their respective ownership or jurisdiction in such manner as they may be authorized to do in accord with Georgia law or regulations promulgated thereunder.

Secs. 66-49 – 66-50. –Reserved.

The First Reading of Ordinance: March 28, 2022

The Second Reading of Ordinance: April 11, 2022

ORDAINED by the Mayor and Council of the City of Vienna this 11th. of April, 2022.

ATTEST:

By: Margaret Shelley
Margaret Shelley, City Clerk

Mayor: Eddie Daniels
Eddie Daniels

(AFFIX CITY SEAL)



Approved as to Form:

City Attorney
Verlin L. Jones, Jr.
Verlin L. Jones, Jr.