

RESOLUTION 86-169

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA ESTABLISHING A PROCEDURE FOR NAMING AND RENAMING OF PUBLIC AND PRIVATE STREETS LOCATED IN ST. JOHNS COUNTY, FLORIDA; PROVIDING FOR FILING FEES; PROVIDING FOR WAIVERS OF FEES; AND FOR AN EFFECTIVE DATE

WHEREAS, the Board of County Commissioners of St. Johns County, Florida, has authorized the implementation of an emergency locator system to be used in conjunction with the County E-911 telephone system, and

WHEREAS, the Board of County Commissioners has established the position of E-911 coordinator to oversee the implementation of the system, and

NOW THEREFORE, be it resolved by the Board of County Commissioners of St. Johns County, Florida as follows:

1. The procedure attached hereto is hereby adopted and the program is authorized to commence.
2. The filing fee includes the cost of recording, which shall be done by the Clerk of Courts.
3. No name change shall be recorded until the applicant has paid for all signs required to accomplish the change.
4. Renumbering of structures is not included in this procedure.
5. Fees for the petition and signage may be waived for public roads by the staff when the County has requested the homeowners to file for a name change, when the name change is initiated by the County, or when the name change results from an error made by the County.

EFFECTIVE this 12 day of November, 1986.

BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA

BY: Francis W. Bueber
Its Chairman

Attest: Carl "Bud" Markel, Clerk

BY: Cheryl Kent
Deputy Clerk
8a.J

**PROCEDURE FOR NAMING STREETS
ST. JOHNS COUNTY, FLORIDA**

1. ALL CITIZEN REQUESTS FOR STREET NAMING OR RENAMING WILL BE FILED WITH THE BUILDING DEPARTMENT. THE BUILDING DEPARTMENT WILL PROVIDE A PETITION FORM AND INSTRUCTIONS.
2. REQUESTS MUST INCLUDE FOLLOWING:
 - A) PETITION MUST BE SIGNED BY AT LEAST 51% OF ALL PROPERTY OWNERS ON STREET REQUESTING STREET BEING NAMED/RENAMED.
 - B) DESIRED STREET NAME WITH AT LEAST TWO ALTERNATE CHOICES.
 - C) \$25.00 NON-REFUNDABLE FILING FEE.
4. COORDINATOR REVIEWS STREET NAME DATA BASES WITH DESIRED NAME TO DETERMINE IF REQUEST DUPLICATES AN EXISTING NAME.
 - A) IF DUPLICATED, NEW NAME MUST BE CHOSEN FROM NEXT ALTERNATE NAME CHOICE AS PROVIDED FOR IN 2. B, ABOVE.
 - B) IF NOT DUPLICATED, COORDINATOR WILL PROVIDE DOCUMENTATION AS PROVIDED FOR IN 4. A & B, BELOW.
4. WHEN VALID NAME HAS BEEN CHOSEN, 911 COORDINATOR WILL RECOMMEND APPROVAL AND FORWARD ALL APPROPRIATE BACKUP AS FOLLOWS:
 - A) TRANSMITTAL LETTER, COPY OF PETITION AND ANY OTHER REQUIRED BACKUP TO COUNTY ADMINISTRATOR.
 - B) TRANSMITTAL LETTER, ORIGINAL PETITION AND ANY OTHER REQUIRED BACKUP TO BOARD OF COMMISSIONERS' ADMINISTRATIVE SECRETARY.
5. UPON RECEIPT OF A REPORT FROM THE COUNTY ADMINISTRATIVE'S OFFICE, THE BOARD OF COUNTY COMMISSIONERS WILL APPROVE OR REJECT THE REQUEST AS IT MAY DEEM APPROPRIATE.
6. IF APPROVED, NOTIFICATION WILL BE PROVIDED TO 911 COORDINATOR. COORDINATOR WILL MAKE APPROPRIATE CHANGES TO STREET NAME DATA BASES, AND ADVISE ENGINEERING, PLANNING, AND TAX ASSESSMENT DEPARTMENTS.
7. COORDINATOR, IN CONCERT WITH USPS, WILL ISSUE ADDRESS CHANGE NOTIFICATIONS TO ALL RESIDENTS AND BUSINESSES ON AFFECTED STREET.
8. COORDINATOR WILL RETAIN A PERMANENT FILE ON ALL APPROVED STREET NAMES.