

RESOLUTION NO. 92 - 65

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ST. JOHNS, STATE OF FLORIDA, AMENDING RESOLUTION 86-169 REGARDING NAMING AND RENAMING OF PUBLIC AND PRIVATE STREETS; WHICH AMENDMENT PROVIDES FOR REVISION OF PROCEDURES; DELETES THE REQUIREMENT THAT AN APPLICANT PAY FOR ALL SIGNS TO ACCOMPLISH THE CHANGE BEFORE RECORDING AND SUBSTITUTES INSTEAD A REQUIREMENT THAT THE APPLICANT INITIATING THE CHANGE PROVIDE SIGNAGE; DELETES THE FEE WAIVER PROVISION FOR COUNTY-INITIATED CHANGES AND SUBSTITUTES INSTEAD A SECTION PROVIDING THAT NO FEES SHALL BE CHARGED FOR A STREET NAME CHANGE INITIATED BY THE COUNTY UNDER CERTAIN SPECIFIC CIRCUMSTANCES OUTLINED BELOW.

WHEREAS, the Board of County Commissioners of St. Johns County, Florida, (Board) has passed ordinance no. 86-65 establishing a uniform building numbering system; and

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

WHEREAS, at times, petitioners within St. Johns County wish to change the established name of a public or private street, which changes affect the uniform building numbering system; and

WHEREAS, a procedure to accomplish street name changes was set by resolution no. 86-169; and

WHEREAS, the need has arisen to streamline the procedure outlined in resolution 86-169 for changing public and private street names.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY as follows:

Section 1. Paragraph 1 of resolution 86-169 is amended by deleting the procedure adopted thereby in its entirety and adopting the revised procedure attached to this resolution as Exhibit A and incorporated by reference herein.

Section 2. Paragraph 3 of resolution 86-169 is amended by deleting it in its entirety, and substituting the following in its stead:

- A. Signage shall be the responsibility of the applicant initiating the name change. All signs must meet County standards and must be approved by the E-911 coordinator. Any change in signage necessitated by a street name change under this resolution must be in place within 60 days after

the street name change is approved by the County. Failure to place the required signage within 60 days shall result in the name of the street reverting to the name it had prior to the filing of the request.

B. Notwithstanding the above, the applicant may request an extension of time to put new signs in place. A request for an extension of time must be submitted in writing to the E-911 coordinator prior to the expiration of the 60-day period set forth above. The E-911 coordinator will approve or disapprove the request, and will notify the applicant of the decision in writing.

Section 3. Paragraph 5 of resolution 86-169 is amended by deleting it in its entirety and substituting the following in its stead:

No fees for the signage shall be charged when the County has, in writing, requested homeowners to file for a street name change; when the name change is initiated by the County; or when the need for a name change results from an error by the County.

Section 4. In all other respects, resolution 86-169 shall continue in full force and effect.

PASSED AND ADOPTED this 14th day of April, 1992.

BOARD OF COUNTY COMMISSIONERS  
OF ST. JOHNS COUNTY, FLORIDA

By: *F. L. Bishop*  
Its Chairman

ATTEST: Carl "Bud" Markel, Its Clerk

By: *Juanne Carter*  
Deputy Clerk



PROCEDURE FOR NAMING/RENAMING  
PUBLIC AND PRIVATE STREETS  
IN ST. JOHNS COUNTY, FLORIDA

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1. All requests for street naming or renaming will be initiated in the E-911 Department (Department). The Department will provide a petition form and instructions to each applicant.

2. Petitions must include the following:

A. List of property owners on the street which is the subject of the petition;

B. Signatures of at least 51% of all property owners on the street which is the subject of the petition;

C. The desired street name with at least two alternate name choices; and

D. A \$25.00 non-refundable filing fee, if applicable.

3. When the completed petition is filed with the Department, the Department coordinator will review street name data bases to determine if the requested name duplicates an existing name. If the desired name is already in use within St. Johns County, a name will be chosen from the next alternate name choice provided on the petition.

4. When a new name has been chosen, the Department coordinator will contact the County Administrator's office to request a date for consideration of the petition by the Board of County Commissioners at one of its regular meetings.

5. When a date for a hearing on the petition has been set, the original petition and supporting documents will be sent to the Clerk of the Board of County Commissioners with a transmittal letter stating the date of the hearing and including a recommendation of approval. Copies of the petition, supporting documents and letter will be sent to the County Administrator.

6. On the designated hearing date, the Board of County Commissioners will approve or reject the request, and will notify the Department coordinator on a form provided for that purpose by the Department coordinator.

7. If the petition is approved, the Department coordinator will make the appropriate changes to the street name data bases in St. Johns County and to the building numbering maps referenced in section 3 of ordinance no. 86-65.

8. The Department coordinator will notify the petitioner of the action of the Board of County Commissioners.

9. The Department coordinator will retain a permanent file on all approved street names and name changes.