



Honorary - Street Renaming:

We understand the significance of honoring *an individual*, their legacy and the surrounding community. It is also noted this honorary status would recognize the individual's role and accomplishments in the community.

The Joint Leon County/City of Tallahassee Uniform Street Naming and Property Numbering System Ordinance was established to address concerns from Emergency Service Providers. As a result the proposed street renaming request must be consistent with the Street Naming Criteria in [Sec. 10-11.106 of the LDC](#). Under item (8) of this section the ordinance would require renaming of the entire length of the roadway, to ensure the safety and well-being of all residents.

If the proposed roadway is not considered a duplicate street; the following are possible options:

Option 1 – Honorary - Street Naming:

This option does not require approval from the abutting property owners because it does not officially change the street name. But instead, would allow an honorary ceremony in their name erecting a placard recognizing the individuals contributions to the community. If you wish to explore this option, it will require review and approval by the appropriate Department under the City of Tallahassee or County jurisdiction.

Option 2 - Citizen-Initiated Street Renaming:

Citizens who desire to rename streets must submit a completed Street Name Change Application Form along with the required fee to DSEM for review.

If a request for street renaming receives 100% approval of abutting property owners, the street renaming will be reviewed for safety and consistency with the street naming criteria and may be approved by the Addressing Steering Committee (ASC) if it meets that criteria.

Requests for street renaming with at least 75% approval from abutting property owners will be reviewed by the ASC for safety and consistency with the street naming criteria with a recommendation that is forwarded to Board of County Commissioners for final approval by resolution.

The Street Name Change Application (D-17) is available at the DSEM website ([DSEM > Divisions > Addressing > Applications \(leoncountyfl.gov\)](#)). For the incorporated areas, COT/TGM and Traffic Engineering Departments are responsible for coordinating street renaming activities and providing updates to City Administration and the City Commission. DSEM will have the responsibility for notification of renamed streets to all agencies utilizing addressing information.

Option 3 - Board or City Commission-initiated renaming:

The City Commission at their discretion can request the renaming and direct the City Manager to initiate the renaming process. The City Manager will then forward a street renaming application along with the required application fee to the County Administrator, who will direct DSEM and the ASC to review the proposal for public safety and consistency with the street naming criteria.

The ASC takes up the request at a publicly noticed meeting and provides a formal recommendation to be presented to the Board of County Commissioners as a Consent item. It is suggested that the historical significance be included with the proposed application of name change. This is always helpful when writing agenda items and staff reports.