

# **Road Naming Policy**

**Adopted July 2009**

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## 1 Purpose

This operational policy specifies Council's requirements for the naming of roads and vehicle accesses within the District. This is critical for correct addressing, which is used by emergency services, making our community safer.

## 2 Scope

This operational policy applies where proposed roads and other vehicular accesses are being created either through subdivision development, or the formation of existing unformed legal road and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

## 3 Legislation & Authorities

This operational policy is enabled from the following legislation:

- 3.1 Local Government Act 1974. Part 21 – Section 319 General powers of councils in respect of roads. Council shall have power in respect of roads to do the following things:

319(j) To name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

## 4 Policy Linkage

This operational policy must be read in conjunction with:

- 4.1 AS/NZS 4819:2003 Geographic information-Rural and urban addressing. In particular, for rural road naming see clauses 2.4.3.4 to 2.4.3.5, clauses 2.5.5.10 to 2.5.5.12 and section A3.3. For urban road naming see clause 3.4.6 and clause 3.5.
- 4.2 Whangarei District Council Operative District Plan - Subdivision and Development Section.
- 4.3 Whangarei District Council Environmental Engineering Standards - Road Names subsection.

## 5 Operational Policies

### 5.1 General

- 5.1.1 The naming of vehicular access ways (*roads and private ways*) provides a unique address to enable a property to be identified for emergency services and serviced for power, telephone, mail and deliveries. Whangarei District Council is responsible for the naming of vehicular access ways and assigning each property a number.
- 5.1.2 Council actively promotes naming un-named existing public and private vehicular access ways in response to the relevant clauses of AS/NZS 4819 (*see 4.1 above*).
- 5.1.3 Council accepts name suggestions from community groups and residents for un-named existing vehicular access ways but Council resolution is final.

### 5.2 Roads that Require a Name

- 5.2.1 Newly formed public roads vested in Council shall be named including those to be privately maintained.
- 5.2.2 For uniformity and uniqueness and to facilitate location, formed private roads providing access to properties should be named and where desirable private ways, access lots, rights of way, etc. should also be named. This is to ensure effective addressing.
- 5.2.3 Where the access way forms an extension to, or is a continuation of, an existing named access way, then the current access way name will automatically apply.

### 5.3 Applying for Road Names – do this first

- 5.3.1 Consult on road names with all the affected property owners serviced by roads in the development, even if the properties serviced by those roads are outside the development. Provide evidence of consultation.

- 5.3.2 Consult with Maori when Maori names are proposed. Do this early to avoid delays. Provide evidence of consultation. The names must be appropriate, spelt correctly, interpreted correctly, and not be offensive to Maori.
- 5.3.3 Choose a common theme for the road names where more than one road is being named. Where there is an established theme in an area, new road names within the area should reflect this theme.

## 5.4 Submit the following for Council Approval

- 5.4.1 A plan identifying all public roads, private ways, private access lots, etc., within the area of interest annotated with the proposed status of each road, i.e. road to vest in Council, private access lot, private right of way, etc. Also a concept plan of the development showing all stages.
- 5.4.2 Three proposed names in order of preference for each road shown on the plan. For example - four roads, submit 12 names.
- 5.4.3 A reason for each name, including any meaning, origins, historical background, relationship with a theme, link with the area, etc. Names are to reflect the historical, geographical or cultural significance associated with the area, a common or established theme in the area (*please state the theme - see 5.3.3 above*) or the name of a noteworthy person. For further details see clause 7 of this Policy: Appendix – Guidelines for Choosing a Road Name.

## 5.5 Requirements

- 5.5.1 Ensure that road names are not duplicated in the Whangarei District (*both spelling and pronunciation to be considered*); this includes same road names with different suffix.
- 5.5.2 Ensure that road type appropriately matches the definition of the suffix, such as ‘road’, ‘avenue’ etc. Road names without a suffix are now strongly discouraged. The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

Suffix	Definition
Avenue	A generally broad straight roadway with trees or other objects at regular intervals
Boulevard	A broad main street often planted with trees and grass plots
Close	A short enclosed road. Cul-de-sac
Court	A short enclosed road. Cul-de-sac
Crescent	A crescent or half-moon shaped street rejoining the road from which it starts
Crest	A roadway running along the top or summit of a hill
Drive	An especially scenic road or street. A main connecting route in a subdivision or suburb
Glade	A roadway usually in a valley of trees
Glen	A roadway through a narrow valley
Grove	A road that often features a group of trees standing together
Heights	A roadway traversing high ground
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Parade	A public promenade or roadway with good pedestrian facilities along the side
Place	A short sometimes narrow enclosed roadway. Cul-de-sac
Quay	A roadway along the waterfront
Ridge	A roadway along the top of a hill
Rise	A roadway going to a higher place or position
Road	Route or way between places. General usage. Defined in Local Government Act 1974, Section 315
Street	A township carriageway that has buildings usually on both sides. General usage
Terrace	A roadway usually with houses on either side raised above the road level

Suffix	Definition
Track	A narrow country road that may end in pedestrian access
Vale	A roadway along low ground between hills
View	A roadway commanding a wide panoramic view across the surrounding areas
Walk	A thoroughfare with restricted vehicle access used mainly by pedestrians
Way	A winding or curved track or path for passing along

### 5.5.3 The following are suitable suffixes for particular road types:

Road Type	Suffix
Cul-de-sac ( <i>short dead-end street with turnaround at the end</i> )	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

### 5.5.4 The following are suitable suffixes for private roads and private ways categorised into particular road types:

Road Type	Suffix
Narrow road and right of way	Lane, Track, Way
Associated with high ground	Crest, Heights, Rise, Ridge, View
Associated with low ground	Glade, Glen, Grove, Vale
Tree lined road	Glade, Grove

## 5.6 Style Guide

- 5.6.1 All road names are entirely at the discretion of Council whether for policy reasons or other considerations.
- 5.6.2 Names should be easy to spell and pronounce and have an appropriate meaning. Unduly long, cumbersome or difficult to pronounce names to be avoided. Names cannot be offensive, insensitive, ambiguous, nor have a double meaning.
- 5.6.3 The possessive 's' is discouraged in road names unless euphony becomes harsh.
- 5.6.4 Names should generally be 15 characters or less including spaces but excluding suffix. However in exceptional circumstances longer road names may be allowed.
- 5.6.5 Short names should be chosen for short streets for mapping purposes.
- 5.6.6 Cardinal points of the compass as a prefix or suffix to a road name should not be used.
- 5.6.7 Maori names may require diacritical marks such as macrons to preserve the correct meaning but generally hyphens, apostrophe marks, and diacritical marks should be avoided.
- 5.6.8 Generally roads should not be named after any commercial organisation or any living or recently deceased person. Road names should not be anagrams, amalgamations or derivatives of people's names.

## 5.7 Consultation

- 5.7.1 Consultation to be carried out in accordance with Section 82 of the Local Government Act 2002.
- 5.7.2 Maori must be consulted when Maori names are proposed for any road or access way. Such names must be appropriate, spelt correctly, interpreted correctly and must not be offensive to Maori.
- 5.7.3 Where the vehicular access way currently services other existing properties then consultation is required to be undertaken with those property owners.
- 5.7.4 Evidence of consultation must be submitted with the application to council.
- 5.7.5 Where agreement cannot be reached with the consulted parties and alternative names submitted, Council will make the final decision as provided by Section 319(j), of the Local Government Act 1974.

## 5.8 Changing Existing Road Names

5.8.1 A name change will only be made if Council considers that the change will result in a clear benefit to the community.

Reasons for changing road names may include:

- To correct the spelling
- To eliminate duplication in spelling or sound
- To prevent confusion arising from major changes to road layout
- To make geographical corrections
- To assign different names to separate ends of a road with a permanently impassable section somewhere along the length
- Where names have been changed or corrupted by long established usage, it is not usually advisable to attempt to restore the original form. That spelling which is sanctioned by general usage should be adopted
- When a private road or private way is requested to be renamed a minimum of 80% of the property owners/residents must approve of the change. There is no guarantee that a request will succeed.

5.8.2 The changing of road names will comply with Local Government Act 1974. Section 319 Council shall have power in respect of roads to do the following things:

319(j) To name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

## 5.9 Signage

5.9.1 The developer of a subdivision is required to provide and erect the road/access way nameplate and post. This requirement will usually be a condition of resource consent.

5.9.2 All signage is required to comply with council's standards, which are specified in council's Environmental Engineering Standards.

5.9.3 To differentiate between public and private access ways Council's standards specify differed coloured backgrounds on the nameplate and a supplementary blade. Refer to the relevant Environmental Engineering Standards street sign drawings.

5.9.4 Council will provide and erect nameplates and posts for newly named existing public and private vehicular access ways that are not part of a recent subdivision.

5.9.5 Council will maintain all council approved road name signs.

## 6 Policies Superseded

6.1 This policy supersedes the previous Road Naming Policy – April 2005.

6.2 The road naming provisions in this policy supersede any relevant clauses that deal with road naming in any other Council policy documents and gives effect to the District Plan.

## 7 Appendix - Guidelines for Choosing a Road Name

Road names should be chosen from the following categories provided they meet the criteria in clause 5.5 and 5.6 of this policy.

### 7.1 History – Weighting 3

7.1.1 The name of a historical person, event, industry or activity associated with the area. Such names may include early settlers and early notable people such as conservationists or naturalists.

7.1.2 The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established.

## **7.2 Culture – Weighting 3 (*Cultural significance to Maori or culture other than Maori*)**

- 7.2.1 This category includes the name of a Maori heritage precinct, site or track or traditional appropriate Maori name for the area.
- 7.2.2 All Maori names are to be submitted to an Iwi representative to ensure that they are appropriate, spelt correctly, interpreted correctly and are not offensive to Maori.
- 7.2.3 Maori should be consulted as to whether they have an interest in the land on which the road is to be constructed and asked if they wish to contribute names at the beginning of the Resource Consent process.
- 7.2.4 Joint non-Maori/Maori names will not generally be considered.
- 7.2.5 An example of social or cultural heritage other than Maori is the Scottish/Celtic heritage in the Waipu area.

## **7.3 Geography – Weighting 2**

- 7.3.1 This category includes local geographical, topographical, geological and landscape features.
- 7.3.2 Local flora and fauna also fall into this category e.g. trees, plants and animals that are widespread and plentiful in the area.
- 7.3.3 Views must be readily identifiable.

## **7.4 Theme – Weighting 2 (*Common or established themes in the area*)**

- 7.4.1 Where more than one road is being created in a development, a common theme is recommended for the names.
- 7.4.2 Where there is an established theme in an area, new road names should reflect this theme.
- 7.4.3 Proposed themes for a new subdivision must be submitted to council for approval.
- 7.4.4 When all the roads in a development or suburb fit a theme, the road layout of the development is easier to remember. The area will stand out on a map.
- 7.4.5 A theme may contribute to a sense of community within the area. A well chosen theme with the roads named accordingly can leave a lasting impression long after the development process has been completed.

## **7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)**

- 7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognised may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.
- 7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

## **7.6 Weighting the Names**

- 7.6.1 Names may fit more than one category. The weighting reflects the relative importance of the categories and enables names to be ranked in order of merit - with the highest scored being the highest ranked.