

Application Form for Road and Open Space Naming/Renaming

General Information

When should this form be used?

- Naming of New Roads
- Renaming of Existing Roads
- Naming of Open Spaces
- Renaming of Existing Open Spaces

What is a road or open space?

- A road is as defined in section 315 of Local Government Act 1974, and includes access ways and service lanes as defined in section 315, any square and any public place intended for the use of the public.
- An open space is defined as any park or reserve administered by Council.

Where should I submit this form to?

- For new road names as a result of a subdivision or development, this form should accompany your application for resource consent.
- For road re-namings submit this form to the Planning Guidance.
- For naming and renaming of open spaces, submit this form to Parks and Open Spaces.

What other general information do I need to know?

- Two names should be proposed per road or open space.
- You must include evidence that the name(s) reflect one or more of the following:
 - The identity of Hamilton and/or local identity.
 - The historical significance of particular locations.
 - The cultural significance of the area to Tangata Whenua.
 - People who were important in the history of an area.
 - Events, people and places significant to a community or communities locally, nationally or internationally.
 - Flora and Fauna significant or important to the history of an area.
- Prior to making an application, you must consult Council's Amorangi Maaori to provide guidance as to the appropriate Tangata Whenua of an area. Applicants are to provide each Tangata Whenua group with at least 10 working days to identify if the area has cultural significance and provide feedback to the applicant. The purpose of the feedback is to provide non-binding advice to the applicant as to how culturally significant an area is to Tangata Whenua. This application form must have attached to it evidence that Tangata Whenua have had the opportunity to provide feedback.

Where can I get more information?

Refer to Council's Naming of Roads, Open Spaces and Council Facilities Policy

Speak to us:

Roads - Planning Guidance Unit

Phone: 078386699

Email: planning.guidance@hcc.govt.nz

Open Spaces - Parks and Open Spaces

Phone: 078386699

Email: parksoopenspaces@hcc.govt.nz

Amorangi Maaori – Strategy and Research

Phone: 078386779

Email: muna.wharawhara@hcc.govt.nz

Specific Information
<p>Roads</p> <ul style="list-style-type: none"> • For road naming and renaming the proposed name must meet the following criteria: <ul style="list-style-type: none"> ○ Not be duplicated in Hamilton or in the Waipa or Waikato Districts. ○ Preferably be short (generally not longer than 12 characters). ○ Be single words to avoid cartographic problems. ○ Be easy to spell and pronounce. ○ Not sound similar, or be similar in spelling, to an existing road name. ○ Not include a preposition, e.g. Avenue of the Allies. ○ Not be abbreviated or contain an abbreviation excepting that “St” can be used for “saint” and ‘Mt’ can be used for “mount”. ○ Not be in poor taste or likely to cause offence. ○ Not lead with ‘The’. ○ Include a proposed road type which complies with the Naming of Roads, Open Spaces and Council Facilities Policy (a full list of road types are available in Schedule 1 of the Policy). • Council’s Planning Guidance Manager will consider and determine road renaming applications originated due to the following: <ul style="list-style-type: none"> ○ To avoid confusion, duplication or ambiguity caused by the existing road name. ○ To avoid confusion and duplication of addresses associated with road name. ○ Following a change in layout. ○ To address a spelling correction. ○ To address geographical corrections. ○ Where Council is requested to do so by emergency services. ○ Where an infrastructure change necessitates the renaming of part of a road, e.g. an existing road is severed by a new road. • Council will consider and determine road renaming applications originated due to the following: <ul style="list-style-type: none"> ○ Where 90 percent of the property owners on the road are in agreement to the change. ○ For issues of cultural sensitivity. ○ Where there is a demonstrated community desire. ○ By an elected member.
<p>Open Spaces</p> <ul style="list-style-type: none"> • Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit. • Council’s Park and Open Spaces Unit Manager will consider the application, prepare a report outlining the request and make a recommendation to Council.

Application	
Applicant/Developer Name: _____	
Contact: _____	
Postal Address: _____	
Phone (day): _____	Email: _____
Address of road or open space: _____	
Legal Description: _____	
Consent Number (where applicable): _____	
Type of Naming (Please tick)	
<input type="checkbox"/> New Road created by a Subdivision	
<input type="checkbox"/> Road Re-Naming	
<input type="checkbox"/> Existing Legal but Unnamed Road	
<input type="checkbox"/> Private Road	
<input type="checkbox"/> Open Space	
Proposed Names	
<i>Please provide two (2) names in order of preference.</i>	
Preference 1:	
Preference 2:	
Background	
<i>Background to the proposed names including how the name reflects one or more of the criteria set out under "General Information" (e.g. Identify of Hamilton, Historical Significance, Cultural Significance, etc):</i>	
Preference 1:	
Preference 2:	

Documentation to provide

Please ensure you attach the following to this form upon submitting:

For all applications

- Evidence that Tangata Whenua have had the opportunity to provide feedback.
- Any further documentation which supports the proposed name(s) (optional).

For Roads

- A site plan which clearly delineates the new road name(s), along with existing road names in the immediate neighbourhood. Existing roads that lead into and out of the subject site must be delineated on the site plan.
- Where 90 percent of the property owners on the road are in agreement to a change, evidence of approval for the proposed road name (e.g. Signatures from property owners).
- Evidence from Waipa and Waikato District Council that the proposed name is not a duplicate of existing road names. (e.g. email from each District Council confirming this).