

City of Gatesville, Texas Honorary Street Name Sign Policy

POLICY:

This policy establishes guidelines, criteria, and processes for naming honorary streets in Gatesville. The Gatesville City Council holds final authority in designating honorary street names, with the discretion to revoke any honorary street name.

The Honorary Street Name Sign Policy program offers Gatesville, Texas residents the opportunity to commemorate individuals who have made significant contributions to the community. It provides a visible means to honor citizens who have achieved notable accomplishments. Honorary Street Name Signs will be displayed for a two-year period and then turned over to the applicant or donated to the honoree's family. Street designations will be assessed on a case-by-case basis, with a maximum of two honorary designations available to be awarded per calendar year. The program is administered by City Staff, subject to final approval by the Gatesville City Council.

1. Honorary Street Name Signs will be affixed above standard city street signs. They aim to honor specific individuals for a two-year period without altering the official name of the street or the official addresses of residences and businesses on the street.
2. This policy pertains to public streets within the city limits of the Gatesville.
3. The designation is confined to a one-block section of the requested street.
4. Each intersection will be limited to one honorary sign.

This policy shall establish the guidelines, criteria, and process for naming an honorary street. Gatesville City Council shall have final authority to designate honorary street names and any honorary street name may be revoked at the discretion of the City Council.

CRITERIA:

To receive this designation, honoree must demonstrate one of the following:

- Contributions to the City of Gatesville
 - Culturally
 - Historically or
 - Through Humanitarian efforts

OR:

- Distinguished career

PROCESS AND PROCEDURES:

- The completed Honorary Street Name Sign application must be submitted to the City Secretary. A completed application, along with all supporting documentation, and a fee of \$250 per sign are required at the time of application submission. This fee covers the costs associated with design, fabrication, installation, and maintenance of the sign. Subsequently, it will undergo administrative evaluation to assess the significance of the honorary street request before being presented to the City Council for review.
- Honorary street names have no impact on addressing and do not alter the official street name.
- For applications requesting placement adjacent to a U.S. Highway or Main Street, adherence to Texas Department of Transportation standards regarding traffic safety and space availability is necessary.
- If an Honorary Street Name Sign is stolen or damaged and the applicant wishes to replace, the applicant will be responsible for all associated costs for sign replacement.

Once the application is deemed complete and approved by City Staff and City Council; the Street Department will proceed to design, manufacture, and schedule the installation of the sign.

A formal proclamation designating the street name will be presented.

The decision of the City Council on any Honorary Street Name Sign application is final and non-appealable. If the City Council rejects the Honorary Street Name Sign request, a two- year waiting period is required before resubmission.

All fees are payable to the City of Gatesville as established by the City Council.

Passed and approved this 26th day of March, 2024.

CITY OF GATESVILLE, TEXAS

By: *Gary Chumley*
Gary Chumley, Mayor

ATTEST:

Wendy Cole
Wendy Cole, City Secretary

APPROVED AS TO FORM AND SUBSTANCE:

Victoria Thomas
Victoria Thomas, City Attorney



City of Gatesville, Texas
Honorary Street Name Sign Application

PURPOSE OF PROGRAM: The Honorary Street Name sign program allows Gatesville, Texas residents and citizens who have made significant contributions to be honored with the placement of a special street name sign on existing city streets. The program is administered through the City of Gatesville staff after approval from the City Council. Street names will be displayed for a period of two years. The sign will then be turned over to the applicant or donated to the honoree's family.

PLEASE COMPLETE THE APPLICATION BELOW (type or print legibly):

NAME OF HONOREE: _____
(as it would appear on the street sign)

PROPER STREET NAME: _____

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

PLEASE CHECK WHICH DESIGNATION APPLIES AND GIVE A BRIEF EXPLANATION OF THE APPLICABLE CRITERIA. A STREET CAN BE NAMED FOR AN INDIVIDUAL OR GROUP. USE ADDITIONAL SHEETS, IF NECESSARY.

€ CULTURAL IMPACT TO THE CITY:

€ HISTORICAL IMPACT TO CITY:

€ HUMANITARIAN EFFORTS:

DISTINGUISHED CAREER

GEOGRAPHICAL RELATIONSHIP OF STREET TO FOCUS OF INTEREST

Applicant Name: _____

Applicant's Address _____ Phone: _____

Applicant's email: _____

Relationship to Honoree: _____

(If you are not related to the honoree, please include a letter of consent from the next of kin)

Signature of Applicant: _____ Date: _____

Submit completed form with check for \$250 per sign to:
City of Gatesville
803 E. Main Street
Gatesville, Texas 76528
Phone: (254) 865-8951
FAX: (254) 865-8320
wcole@gatesvilletx.com