



DEVELOPMENT AND INFRASTRUCTURE SERVICES – PLANNING DIVISION
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June 11, 2015

**DEVELOPMENT AND INFRASTRUCTURE SERVICES
PLANNING AND BUILDING SERVICES - PLANNING REPORT 2015-29**

TO: Committee of the Whole
SUBJECT: Street Name Change
ORIGIN: Resident request to Council

RECOMMENDATIONS

- a) **THAT Development and Infrastructure Services, Planning & Building Services Report 2015-29 dated June 11, 2015 regarding changing the name of Cedar Street be received and the following recommendations be adopted:**
- i. **THAT staff be authorized to process a Council initiated street name change for Cedar Street as outlined in Planning & Building Services Report 2015-28;**
 - ii. **AND THAT compensation of \$50 per household or \$150 per business be provided;**
 - iii. **AND THAT should residences or businesses incur additional expenses related to the renaming address change costs that staff be authorized to approve expenditures up to \$150 per household and \$250 per business with proof of expense;**
 - iv. **AND THAT Cedar be placed on the Street Name Reserve List for use on a future street.**

BACKGROUND

Council received a request to change Cedar Street, in downtown Newmarket. It was forwarded to staff from the Mayor's Office. Staff have been asked to report on the potential name change of Cedar Street. In 2014, Council adopted a policy for changing a street name when the request is made by a resident. A copy of the policy is attached to this report for reference.

Council has in the past decided to vary from that process and authorize a street name change as a Council initiated change. If the street name change is initiated by Council then, in the past, the requirement to hold a PIC and obtain written consent from 80% of the land owners on the street

have been waived. Where Council has in the past initiated a process to rename a street compensation has been offered to residents and businesses affected by the change.

COMMENTS

The Town's Street Naming Policy does not permit using the name of someone who is still alive. However, Council may decide to make an exception to their policy.

There appears to be three addresses on Cedar Street. When Council initiated a street name change in 2014, Council authorized compensation of \$50 per resident and \$150 per home based business allowing for an increase to \$150 per resident and \$250 per home based business with proof of expense. As Cedar Street is located downtown it appears that it is only commercial businesses which will be impacted. Therefore staff are recommending compensation of \$150 per business and up to \$250 per business with proof of expense.

Staff believe there are only commercial businesses which use a Cedar Street address; however, it is recommended that should a residential tenant come forward with the proper documentation showing they use a Cedar Street address they could receive compensation of \$50 per household and up to \$150 per household with proof of expense. This is the same amount of compensation offered the last time Council initiated a street name change.

Staff would follow the same process undertaken in 2014, wherein the name change would be advertised in the Town Page and property owners abutting Cedar Street would be notified by direct mail.

COMMUNITY CONSULTATION POLICY

Land owners will be notified through the Town Page and by direct mail of the name change.

HUMAN RESOURCE CONSIDERATION

Not applicable to this report.

BUDGET IMPACT (CURRENT AND FUTURE)

As there appears to be three business located on Cedar Street the cost of compensation would be approximately \$450 to \$500.

CONTACT

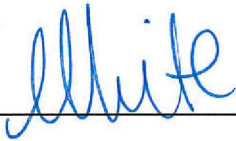
For more information on this report, contact: Meghan White, Planner, at 905-953-5321, ext 2458; mwhite@newmarket.ca.



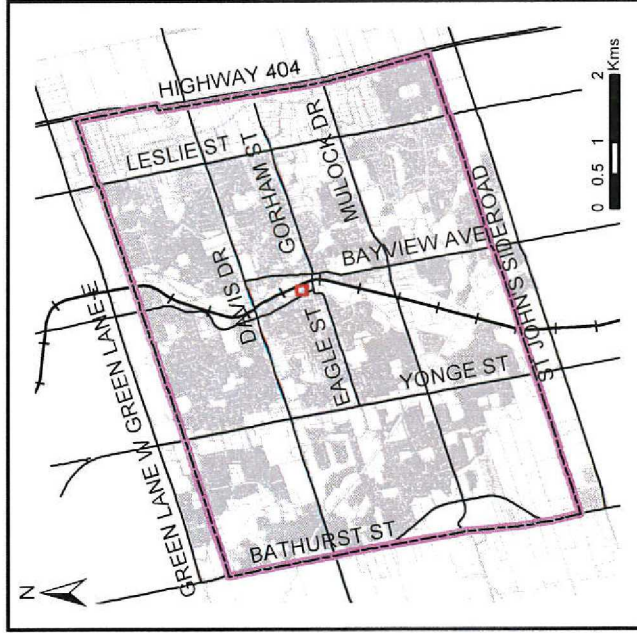
Commissioner, Development and Infrastructure
Services



Director, Planning & Building Services



Planner



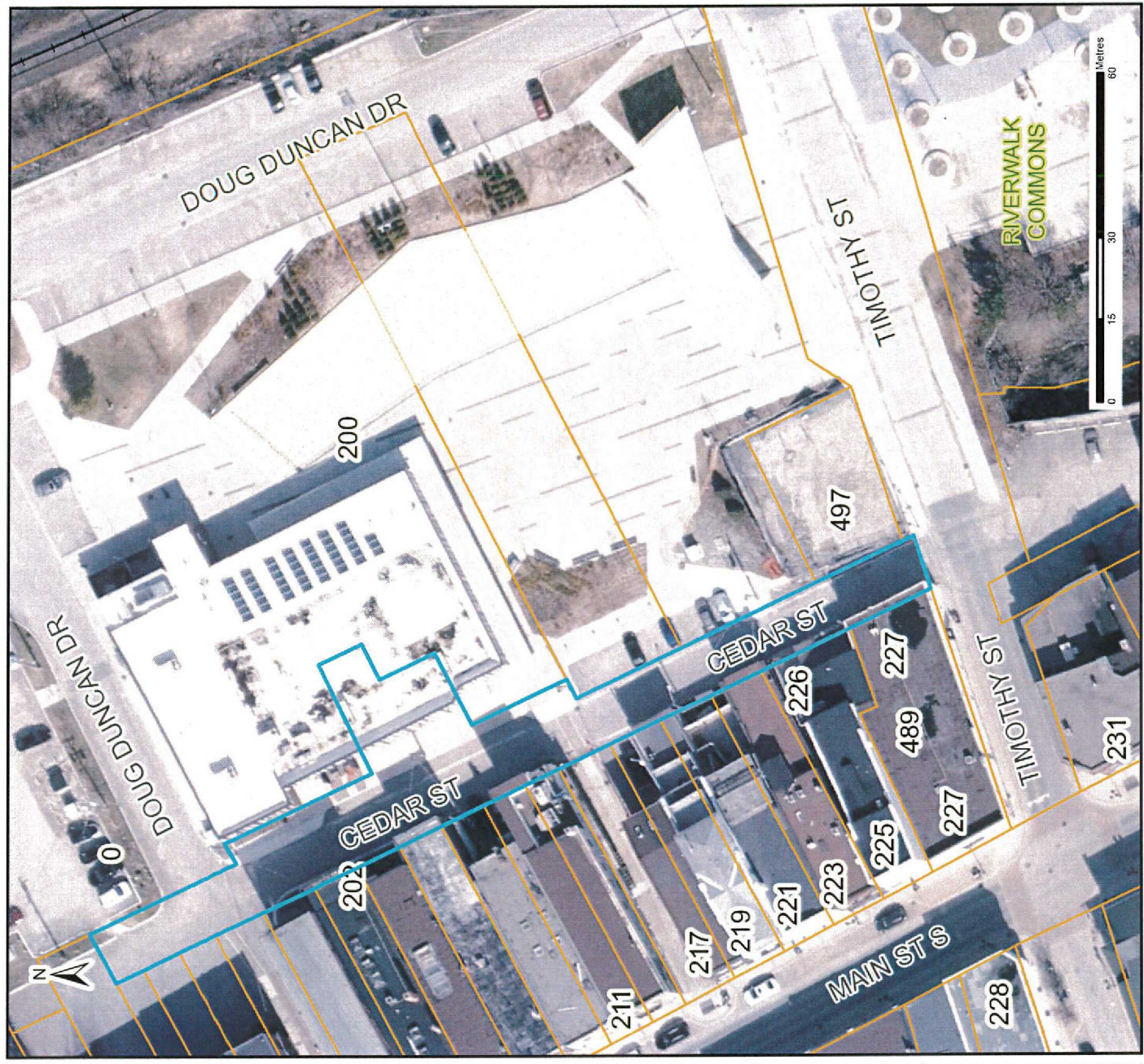
Location Map Cedar Street



Designed & produced by Information Technology - GIS
User-generated by Staff Online GIS on: 09/06/2015

Legend

-  Subject Lands
-  Railway
-  Land Parcel
-  Municipal Boundary



SOURCES: 2014 Colour Ortho Imagery - First Base Solutions Inc., 2014 Orthophotography; Land Parcel Boundaries - © Teranet Inc. and its suppliers. All rights reserved. NOT A PLAN OF SURVEY. 2015: Roads, Railway, Water Features - Geomatics Division ©2015 The Regional Municipality of York. All other data - Town of Newmarket, 2015. **DISCLAIMER:** This mapping is based on the POLARIS parcel fabric product compiled using Land Registry System records and recent surveys and control points where available. This mapping is a representation of the earth's surface and provides estimates of area and distance. The information depicted on this map has been compiled from various sources. While every effort has been made to accurately depict the information, data/mapping errors may exist. This map has been produced for illustrative purposes only. IT IS NOT A SUBSTITUTE FOR A LEGAL SURVEY.

PROCEDURE FOR RENAMING AN EXISTING PUBLIC STREET

Approved by Council, March 24, 2014

1. All applications for renaming streets shall be made in writing to Council.
2. The application shall include a petition with the names, addresses, and signatures of 60% the affected residents (persons who reside on or own property that fronts on to the subject street; including tenants and business owners). The petition must demonstrate that at a minimum 60% of the affected residents/owners are interested in considering changing the street name.
3. The application shall include a recommended new name that is in accordance with the Street Naming Policy (i.e. is from the Reserve List or that meets the requirements of the Policy).
4. If Council accepts the request to consider the name change, Council will direct staff to process the request as follows:
 - Advise, in writing through the mail, all affected residents that Council is considering changing the street name and the suggested new name.
 - Hold a Public Information Centre where residents can receive information on potential impacts of the change and express their opinion on the proposed change. Residents will be informed of the fees that the Town may be aware of (i.e. the \$257/address charged by Newmarket Tay Hydro) and reminded of the various agencies to be contacted and documents to be changed.
 - Prepare a "Letter of Consent" for the applicant to use in obtaining written agreement from the affected residents.
5. The applicant is responsible for collecting Letters of Consent from a minimum of 80% of affected residents.
6. If the request is to consider renaming a portion of the road as it was originally registered, a Reference Plan, prepared by a Surveyor may be required, at the applicant's expense.
7. If requested by the affected residents and/or applicant Council can consider offering compensation to cover the cost of changing addresses (i.e. the fee charged by Newmarket Tay Hydro to change addresses) and/or covering the cost of the Reference Plan (if required).
8. Staff will report back to Council with the results of the public consultation, and if the 80% agreement of residents was achieved, and make a recommendation to

Town of Newmarket
Street Naming Policy and Procedures



Council. The report will include a recommendation on the proposed change, the new name, and whether or not compensation should be considered.

9. If Council decides to approve the street name change, staff will be directed to:
 - Bring forward a by-law repealing existing street name (if required);
 - Bring forward a by-law for the new street name; and
 - Registered the new name on title.

Through the Fees and Charges By-law, Council may choose to establish an application fee to cover the staff time and resources required to process the street name change