

City of St. John's Corporate and Operational Policy Manual

Policy Title: Street Naming Policy	Policy #: 07-04-01
Last Revision Date: June 17, 2025	Policy Section: Parking and Traffic>Streets
Policy Sponsor: City Clerk	

1. Purpose

To provide direction for the naming/renaming of City Streets.

2. Definitions

“Reserved Street Names Inventory” means the inventory of names approved by the Street Naming Committee that meet the requirements of the Policy.

“Street” shall have the same meaning as defined by the St. John's Development Regulations 2021, that is “a publicly owned street, road, highway, or other way including a structure for any part of the street, road, highway, or other way designed and intended or used by the public for the passage of traffic and include all the space between the boundary lines of the street, road, highway, or other way”.

“Street Naming Committee” means the committee approved by Council as detailed in the Policy and related procedures.

3. Policy Requirements

3.1 Committee

- a) Council shall approve the creation of the Street Naming Committee (“the Committee”) to advise and provide recommendations on issues with respect to Street naming. The Committee shall operate as detailed

below and in the **Street Naming Procedures**.

- b) The Committee shall establish and maintain the Reserved Street Names Inventory.
- c) The Committee shall be comprised of at least one representative from each of the following:
 - i. Office of the City Clerk;
 - ii. Corporate Information Services (CIS) Division;
 - iii. Organizational Performance and Strategy Division;
 - iv. St. John's Regional Fire Department.
- d) The Committee may consult with various other departments as required.

3.2 Street Naming and Renaming

- a) All Streets shall have names approved by Council.
- b) Members of the public (including property developers) may submit Street naming requests as detailed in the **Street Naming Procedures**. The City shall not be required to approve any such requests.
- c) The City shall not approve any submission requesting a street be named after a person, regardless of whether that person is living or deceased.
- d) All new Street names and any existing Streets that are renamed shall comply with the Street naming and renaming requirements as detailed in the **Street Naming Procedures**.
- e) Street renaming shall not be considered unless there is an engineering rationale or the continued use of the name would not be in the best interest of the City, both as determined solely by the City.
- f) Street renaming requests shall only be accepted from owners of property on the Street in question, or at the initiative of Council.
- g) Those requesting Street renaming shall complete the necessary documentation as detailed in the **Street Naming Procedures**.

3.2.1 Review and Consultation for the Reserved Street Names Inventory

- a) The Committee shall review requests as detailed in the **Street Naming**

Procedures.

- b) The Committee shall follow the process detailed in the **Street Naming Procedures** for streets named after organizations.

3.2.2 Public Engagement for Street Renaming

- a) The Committee shall seek preliminary approval at a Special Meeting of Council prior to conducting any public engagement related to street renaming.

3.3 Costs and Notification

- a) When a Street is being named/renamed, the City shall not be responsible or liable for any direct costs to residents and property owners for any costs whatsoever attributable in whole or in part to the said Street naming/renaming.
- b) The City shall notify the organizations as detailed in the **Street Naming Procedures** of any Street naming/renaming.

4. Application

This policy and related procedures apply to all Streets in the City of St. John's and all Civic Addresses/Civic Numbers for these Streets.

5. Responsibilities

5.1 Council shall be responsible for:

- a) reviewing recommendations of the Street Naming Committee;
- b) approving any Street naming/renaming.

5.2 The Street Naming Committee shall be responsible for:

- a) providing recommendations to Council with respect to Street naming or renaming;
- b) completing consultations or public engagement as required by the Street Naming Procedures;

- c) managing the Reserved Street Names Inventory.

5.3 The Office of the City Clerk shall be responsible for:

- a) managing requests received for Street naming/renaming.

5.4 The CIS Division shall be responsible for:

- a) applying names from the Reserved Street Names Inventory to new Streets;
- b) updating Streets that have been renamed.

6. References

Street Naming Procedures

7. Approval

- Policy Sponsor: City Clerk
- Policy Writer: Policy Analyst; Manager, Land Information Services;
Geographic Information Systems Technologist
- Date of Approval from
 - Corporate Policy Committee: October 31, 2022
 - Senior Executive Committee: May 12, 2023
 - Committee of the Whole: May 17, 2023
- Date of Approval from Council: May 29, 2023

8. Monitoring and Contravention

- a) The Office of the City Clerk shall monitor the application of the policy and procedures.
- b) Any contravention of the policy and/or associated procedures may be brought to the attention of the Office of the City Clerk, the Department of Finance and Corporate Services (Human Resources Division), the Office of the City Solicitor, and/or the Office of the City Manager for

further investigation and appropriate action, which may include, but is not limited to, legal action and/or discipline up to and including dismissal.

9. Review Date

Every five years