



The City of Oklahoma City  
 Development Services Department  
 Subdivision & Zoning Division  
 420 West Main St., Suite 910  
 OKC, OK 73102  
 405-297-2623

Staff use only

Case # \_\_\_\_\_

Date Filed \_\_\_\_\_

Ward # \_\_\_\_\_

Nbrhd Area \_\_\_\_\_

School District \_\_\_\_\_

**APPLICATION FOR STREET NAME  
 CHANGE AND/OR DESIGNATION**

Name of Applicant: \_\_\_\_\_

Location and Name of Existing Street: \_\_\_\_\_

PROPOSED NEW NAME OF STREET: \_\_\_\_\_

**THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS APPLICATION:**

- a) One original and two copies of a petition requesting the street name change/designation. The petition must consist of the written consent of property owners of MORE than fifty percent (50%) of the frontage along the subject street. The petition must state the following: **“The undersigned (do/does) hereby request that (existing street name), an existing street within the City limits of Oklahoma City, be designated (new street name). The street is located \_\_\_\_\_.”**
- b) A list of all property owners who own property abutting/adjacent to the entire frontage of the portion of the street to be renamed. The list **MUST** include their mailing address and the legal description of their property and **MUST** be current within 30 days of the date of submittal of the application. An insufficient list may result in a minimum 30-day delay in your application. You must attest on the attached “Affirmation” that the list is true and correct unless the list is certified by an abstract company.
- c) A filing fee of \$1400.00. Make check payable to “City Treasurer”.

There are two hearings for consideration of street name change/designation. First is the Planning Commission hearing which is approximately four weeks from the time the application is submitted to the Development Services Department. Once the Planning Commission makes a recommendation, a public hearing is held by the City Council approximately six weeks later.

Also Send Staff Report to: ↓

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\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Applicant's Name (please print)*

\_\_\_\_\_  
*Applicant's Mailing Address*

\_\_\_\_\_  
*City, State, Zip Code*

Phone: \_\_\_\_\_

## **Guidelines for Naming or Renaming Any Public Street, Bridge, Alley and/or Way Within The City of Oklahoma City**

*(Adopted by Resolution of the City Council on April 24, 2007)*

- A. Street Name Approval.** The Planning Commission shall approve the names of all streets as part of the subdivision approval process. The developer shall initially propose street names on the face of the preliminary plat for major subdivisions and the final plat for minor subdivisions. Names shall be sufficiently different in sound and in spelling from other street names in the City so duplication is avoided. A continuance of an existing street shall, wherever possible, bear the same name. East-west streets shall be numbered in accordance with the established pattern throughout the City.
- B. Street Name Change.** Outside of the correction of errors, the Planning Commission and City Council shall consider applications for changing the name or names of an existing public or private street, in accordance with the following requirements:
- 1. The street, alley or way to be renamed shall be the shortest segment possible and shall not disturb the existing naming or numbering pattern. Major arterial streets, section-line roads or streets with a consistent name through the City are not subject to renaming.*
  - 2. A street name change must reflect some special public interest, place, historic event or to honor a nationally recognized person or group, an elected official or outstanding citizen with citywide impact.*
    - a. Biographical data that demonstrates the stature of such person or entity shall be submitted to the Planning Commission in conjunction with the name change application.*
    - b. If honoring an individual person, the street name will not include titles or honorariums.*
  - 3. Corporate or academic campuses that are self-contained can petition for renaming outside of these requirements.*
  - 4. The proposed name must meet the specifications required by the City's public safety agencies and the Geographic Information System (GIS) with regard to numbering, punctuation, spelling, and foreign language.*
  - 5. The filing fee shall be established as per the Oklahoma City Municipal Code General Schedule of Fees.*