

ORDINANCE NUMBER 12-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMDEN, ARKANSAS ESTABLISHING PROCEDURES FOR CHANGING THE NAME OF A STREET; AND FOR OTHER PURPOSES

WHEREAS, the City has previously changed the names of streets at the request of local residents; and

WHEREAS, the City desires to implement a uniform process for the application, review and approval of such requests.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMDEN, ARKANSAS, THAT:

SECTION 1. Applicants requesting that a street be renamed shall follow the procedure set forth in this Ordinance.

SECTION 2. The Mayor shall develop forms for requests to rename a street substantially similar to the forms attached hereto.

SECTION 3. Applications to change a street name shall be presented to the Camden Planning Commission. If approved by the Planning Commission, the application shall be presented to the City for consideration.

SECTION 4. The applicant shall submit the required forms to the Camden Code Enforcement Department, 206 Van Buren NE, Camden, Arkansas, (870) 837-5508. These forms may be obtained in advance in order to expedite the filing. The application shall evidence at least fifty percent of the residents on such street as approving the change by their signature. The petition must include address and printed and signed name of all residents. A list of all affected persons and addresses must also accompany application.

SECTION 5. The applicant shall submit as part of his application three (3) copies of a survey or other instrument such as a recorded plat indicating the area of the name change.

SECTION 6. The payment of a filing fee in the amount of One-Hundred and Fifty Dollars (\$150.00) shall be required at the time of filing.

SECTION 7. The applicant shall submit as part of the filing a cover letter outlining the proposal and stating the reasons for the proposed change.

SECTION 8. After filing the proper forms and meeting the requirements set forth above, the applicant shall give notice to affected properties as required below. Before the Planning Commission shall consider a petition for a name change, the applicant shall first give at least 30 days written notice of the time, place and date of the public hearing thereon to all residents of land abutting portions of the street involved. This includes all occupants of apartment houses, business occupants and single-family homes.

SECTION 9. The notice shall be by certified mail. Copies of certified mail receipts must be submitted to the Code Enforcement Department, one (1) week prior to the hearing date. The form for notice shall be that as provided by the staff.

SECTION 10. The applicant should be present at the meeting in order to answer any questions of the Commission or other interested parties. The absence of the applicant may be cause for deferral or rejection.

SECTION 11. The applicant's noncompliance with the above may be cause for the petition to be withheld or not considered at the meeting scheduled and may require the re-notification of all residents/property owners.

SECTION 12. If the Planning Commission approves the request, then the application shall be presented to the City Council for consideration.

Passed and approved this _____ day of _____, 2022.

**HON. JULIAN LOTT
MAYOR**

ATTEST:

**DONNA STEWART
CITY CLERK**

**PETITION FOR A CHANGE OF
STREET NAME**

Planning Commission Approval/Denial: _____

Signature of Chairman of Planning Commission

Signature of Secretary of Planning Commission

City Council Approval/Denial: _____

Ordinance No. _____

Signature of Mayor

Signature of City Clerk

**PETITION FOR A CHANGE OF
STREET NAME**

**NOTICE OF PUBLIC HEARING BEFORE
THE CAMDEN PLANNING COMMISSION
ON A PETITION TO RENAME A STREET**

To all occupants, owners and residents abutting the following street:

Location/Description: _____

Proposed Name: _____

Petitioner: _____

Phone No. _____

Address: _____

Agent or Attorney: _____

Phone No. _____

Notice is hereby given that a public hearing on the said petition will be held by the Camden Planning Commission in the Board of Directors Chambers, City Hall, on _____, at _____ P.M.

Meetings between the developer, the staff and the neighborhood residents can be arranged prior to the public hearing if desired. The applicant/petitioner is _____

can be contacted at the telephone number _____.

All parties in interest may appear and be heard at said time and place or may notify the Planning Commission of their views on this matter by letter. All persons interested in this petition are invited to call 870.836.6436 or visit the Code Enforcement Department, 206 Buren NE Camden, Arkansas 71701.

APPLICANT (Owner or Authorized Agent): _____

DATE: _____

**PETITION FOR A CHANGE OF
STREET NAME**

AFFIDAVIT

I hereby certify that I have properly notified all owners or residents of record as directed in the instructions for filing a petition to rename a street. Further, that proof of such notice has been provided to the staff of the Planning Commission in compliance with the instructions.

APPLICANT (Owner or Authorized Agent):

(Name)

(Date)

**PETITION FOR A CHANGE OF
STREET NAME**

City of Camden

Date

RE: Re-naming of Street

To all occupants, owners and residents abutting the following street:

Please accept this as proper notice to all owners or residents of record of the re-naming of _____ Street. The City of Camden has passed an Ordinance Re-naming _____ Street to _____ Street on _____.

The City posted this notice at the following locations:

- 1.
- 2.
- 3.
- 4.
- 5.