



MEMORANDUM

Mayor and Council –

FYI – in response to some questions at the Rules Committee, we've developed this correspondence.

- Victor

TO: VICTOR CARDENAS, CITY MANAGER
FROM: DANIELLE MAHONEY, ASSISTANT CITY MANAGER
SUBJECT: STREET NAMING COMMITTEE BACKGROUND
DATE: FEBRUARY 15, 2024

This correspondence aims to provide a brief overview of the Street Name Review Committee, per a recent discussion at the Rules Committee. The Street Name Review Committee is designed to prevent duplicate names and confusion around street names. The Committee reviews and approves new street names before appearing before City Council as part of a new development approval (if a private street) or as a resolution (if a change to a public street name).

Information on the process of naming streets can be found in the City of Novi Code of Ordinances [Chapter 31, Article IV. - Naming of Streets, Buildings, Shopping Centers, and Subdivisions](#). This ordinance also speaks to the role of the Street Name Review Committee (also referred to as the Project and Street Naming Committee) in said process.

According to the ordinance, the Project and Street Naming Committee is an internal staff committee comprised of representatives from the departments of community development, police, fire, and building & safety. Its purpose is to approve, during the preliminary site plan review process, the names of private streets within developments and platted subdivisions in accordance with criteria listed in Section [31-54](#) of the ordinance.

As it pertains to changing the name of a public street after it's initially constructed and named, street names can be changed by resolution of Council after review and approval by the Street Name Review Committee in the same manner as provided in Section [31-54](#).

In recent years, Council has approved resolutions for the following public street name changes:

- Delwal Drive to Lee BeGole Drive in 2011
- Arena Drive to Nick Lidstrom Drive in 2011
- Expo Center Drive to Adell Center Drive in 2018
- Flint Street to Bond Street in 2018 (amended in 2020)
- Nadlan Drive to Hexagon Way in 2019
- Industrial Spur Road to Lambert Drive in 2021

Enclosed is a summary of the committee's work over the last few years.

ARTICLE IV. - NAMING OF STREETS, BUILDINGS, SHOPPING CENTERS AND SUBDIVISIONS

- **Sec. 31-51. - Private streets within developments; streets within platted subdivisions.**

No site plan for a development which includes private streets, streets within the development which are not dedicated as public right-of-ways and which serve more than one (1) building, shall receive preliminary approval, nor shall a proposed subdivision receive preliminary plat approval, until the names of the streets within the development or subdivision have been reviewed and approved by the street name review committee, consisting of representatives of the department of community development, the police department, the fire department and the department of building and safety. The department of community development shall prepare the committee's report, including the committee's approval or disapproval and the reasons therefor. All street names must be on the site plan or plat at the time of submittal. The developer's themes or specific names will be worked in wherever possible. All street names shall satisfy the criteria listed in [section 31-54](#).

(Ord. No. 86-123, § 2.01, 4-21-86)

- **Sec. 31-52. - Changing of private street names.**

Private street names may be added, deleted or changed by resolution of the council upon written request to the city. It shall be unlawful for any person to add, delete or change any private street name without the prior approval of the council. New names shall be reviewed by the street name review committee in the same manner as provided in [section 31-51](#). It is the responsibility of the owner to see that new signs are promptly erected and maintained. All added or changed street names shall satisfy the criteria of [section 31-54](#).

(Ord. No. 86-123, § 4.01, 4-21-86)

- **Sec. 31-53. - Public streets.**

The names of public streets may be changed by resolution of the council, after review and approval by the street name review committee in the same manner as provided in [section 31-51](#). New street names shall satisfy the criteria of [section 31-54](#).

(Ord. No. 86-123, § 6.01, 4-21-86)

- **Sec. 31-54. - Criteria.**

The naming and designation of streets shall be subject to the following conditions:

- 1) Streets having center lines offset by one hundred twenty-five (125) feet or more should be given separate names.
- 2) Loop streets with ingress and egress from a single thoroughfare and other meandering streets shall be named with a single name for their entirety, except when the use of a single name will interfere with street numbering. When the use of a single name will interfere with street numbering, the loop or meandering street shall be named with respect to the dominant direction of its segments.
- 3) Streets intersecting at right angles should be given separate names.
- 4) Small cul-de-sacs and courts may be named after the street with which they intersect, provided the street suffixes in subsection [31-54\(7\)](#) are utilized, and provided distinctions are maintained when more than one cul-de-sac or court intersects with a given street.
- 5) Streets having the same alignment should be given the same name. The permanency of interruption should rule decisions on links of the same street; i.e., streets whose links could reasonably be expected to be united into one (1) continual street, should be given the same name.
- 6) Streets with different spelling but of the same or similar pronunciation should be discouraged. Likewise, streets with partially duplicated names, such as John Dr. and John R. Dr., should be omitted. The city reserves the right to require the developer to change any street name that is conflicting, similar sounding, or not in good judgment. All names of streets must be checked relative to existing street names before they are approved.
- 7) Designations for street suffixes shall be in accordance with the following usages:
 - a. *Cul-de-sac.* Culs-de-sac should be named "Court."
 - b. *Meandering streets.* Meandering streets should be named "Drive," "Lane," "Circle," "Way," "Place," "Path," "Trail."
 - c. *Major and collector streets.* All major and collector streets with rights-of-way greater than seventy (70) feet should be called "Road." Subdivision

collector streets with seventy (70) feet of rights-of-way should be called "Drive."

- d. *Streets with planted median strips.* Only streets containing planted median strips should be given the designation "Boulevard" or "Parkway."

(Ord. No. 86-123, § 3.01, 4-21-86; Ord. No. 89-123.02, Pts. I, II, 6-5-89)