

SER-008-011

Strathcona County  
Municipal Policy Handbook

## Naming of Development Areas, Roads, Parks, and Public Facilities

Date of Approval by Council: 03/22/88; 11/20/90; 03/08/94; 08/23/94; 04/10/01; 06/22/2010      Resolution No: 25-259/88; 985/90; 263/94; 789/94; 230/2001; 423/2010

Lead Role: Chief Commissioner      Replaces: 60-63-015

Last Review Date: June 22, 2010      Next Review Date: 06/2013

Administrative Responsibility: Planning & Development Services

### Policy Statement

To establish a coordinated and consistent approach to the naming and renaming of development areas, roads, parks, and public facilities that, wherever possible, recognizes and commemorates significant persons, history, heritage, and natural features of our community.

### Definitions

“Administration” means the Manager of Planning and Development Services and such employees deemed necessary to carry out the functions of this policy.

“Applicant” means any person, developer, association, corporation, or community group submitting, in writing, a name or names to Administration for approval or to be added to the Commemorative Names Registry.

“Commemorative Names Registry” means the compilation of names approved by Council and set aside for the purpose of naming a Development Area, road, park or public facility that signify persons, history, heritage, culture or natural geographic features of Strathcona County.

“Council” means the body having the approving authority.

“Development Area” means any area of land under an Area Concept Plan, Area Structure Plan, Conceptual Scheme or amendments thereto.

“Name and naming” shall also mean “rename and renaming”, respectively.

“Park” means an area of land used for active or passive recreational activities owned or operated by Strathcona County.

“Public Facility” means any building, structure or area of land owned or operated by Strathcona County.

“Road” means highway, street, avenue, boulevard, crescent or any other public thoroughfare.

“Strathcona County” means the municipality as a whole or any community or Development Area within it.

## Guidelines

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### Naming

Development Areas, Roads, Parks and Public Facilities that have been approved for a theme, tied to an alphabetical designation, under previous versions of Policy SER-008-011 Naming of Neighbourhoods, Districts, Streets, Parks and Public Facilities, may continue to completion.

Where a theme is approved for a Development Area, the names of all Roads and Parks within the Development Area must be consistent with the theme, unless otherwise approved by Council.

Development Area names will be circulated and brought forward for recommendation to Council prior to third reading of an Area Structure Plan or third reading of a Land Use Bylaw Amendment.

Road, Park and Public Facility names will be circulated and brought forward for recommendation to Council prior to third reading of a Land Use Bylaw Amendment.

An approved name shall not duplicate, sound like or be phonetically similar to a name previously assigned to any other Development Area, Park or Public Facility.

An approved name, regardless of the suffix, shall not duplicate, sound like or be phonetically similar to a name previously assigned to any other Road.

A Road that continues throughout a Development Area must have the same name throughout.

The suffix "Park" will not be assigned to a Development Area, Road or Public Facility unless it is defined as a Park in this Policy.

### Commemorative Names Registry

Names to be considered for the Commemorative Names Registry will be:

- Circulated and brought forward for recommendation to Council for their consideration and final approval.
- Considered regardless of age, gender, ethnicity or religion.
- Provided in writing by the Applicant and include a description of how the proposed name meets the guidelines set out in this policy.
- Required to meet one or more of the following criteria:

#### Name of a Person or Family

- The name of a person or family who was instrumental in the development of Strathcona County or of particular significance in the development of a community or amenity within Strathcona County, the Province of Alberta or Canada.
- The name of a person or family who was an influential or prominent pioneer, homesteader, business person or other community leader within Strathcona County, the Province of Alberta or Canada.
- The name of a person having made a significant contribution or participation in a broad range of public service or community activities within Strathcona County, the Province of Alberta or Canada.

- The name of a person whose accomplishments are performed in an outstanding manner or to an uncommonly high standard that brings recognition to Strathcona County, the Province of Alberta or Canada.
- The name of a person who has shown excellence, courage or exceptional dedication to community service in Strathcona County, the Province of Alberta or Canada.
- The name of a former Mayor or Councillor of Strathcona County within five years of leaving office.

#### Names other than a Person

- Names that hold historical significance to Strathcona County, the Province of Alberta or Canada.
- Names that celebrate the culture and heritage of Strathcona County, the Province of Alberta or Canada.
- Names that reflect the geography, landscape or character of the area within Strathcona County, the Province of Alberta or Canada.

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## Roles and Responsibilities

### Administration

Administration will receive, review and circulate all submissions for Development Area, Road, Park and Public Facility names and will prepare a report and recommendation to County Council for their consideration and final approval.

Administration has the authority to initiate and circulate the renaming of a Development Area, Road, Park and Public Facility and will prepare a report and recommendation to Council for their consideration and final approval.

Administration will recommend and encourage the Applicant to consider names, wherever possible and appropriate, listed on the Commemorative Names Registry in the naming of a Development Area, Road, Park or Public Facility.

Administration will maintain and update the Commemorative Names Registry.

Administration will add the name(s) of a former Strathcona County mayor or councillor, within five (5) years of leaving office, to the Commemorative Names Registry.

Administration will encourage local historical and community groups to submit names for the Commemorative Names Registry to be brought forward to County Council for their consideration and final approval.

### Council

Council is the authority for the approval of Development Area, Road, Park and Public Facility names either listed or not listed within the Commemorative Names Registry and such authority includes adding deleting or amending names on the Commemorative Names Registry.

Council will encourage local historical and community groups to submit names for the Commemorative Names Registry to be brought forward to County Council for their consideration and final approval.