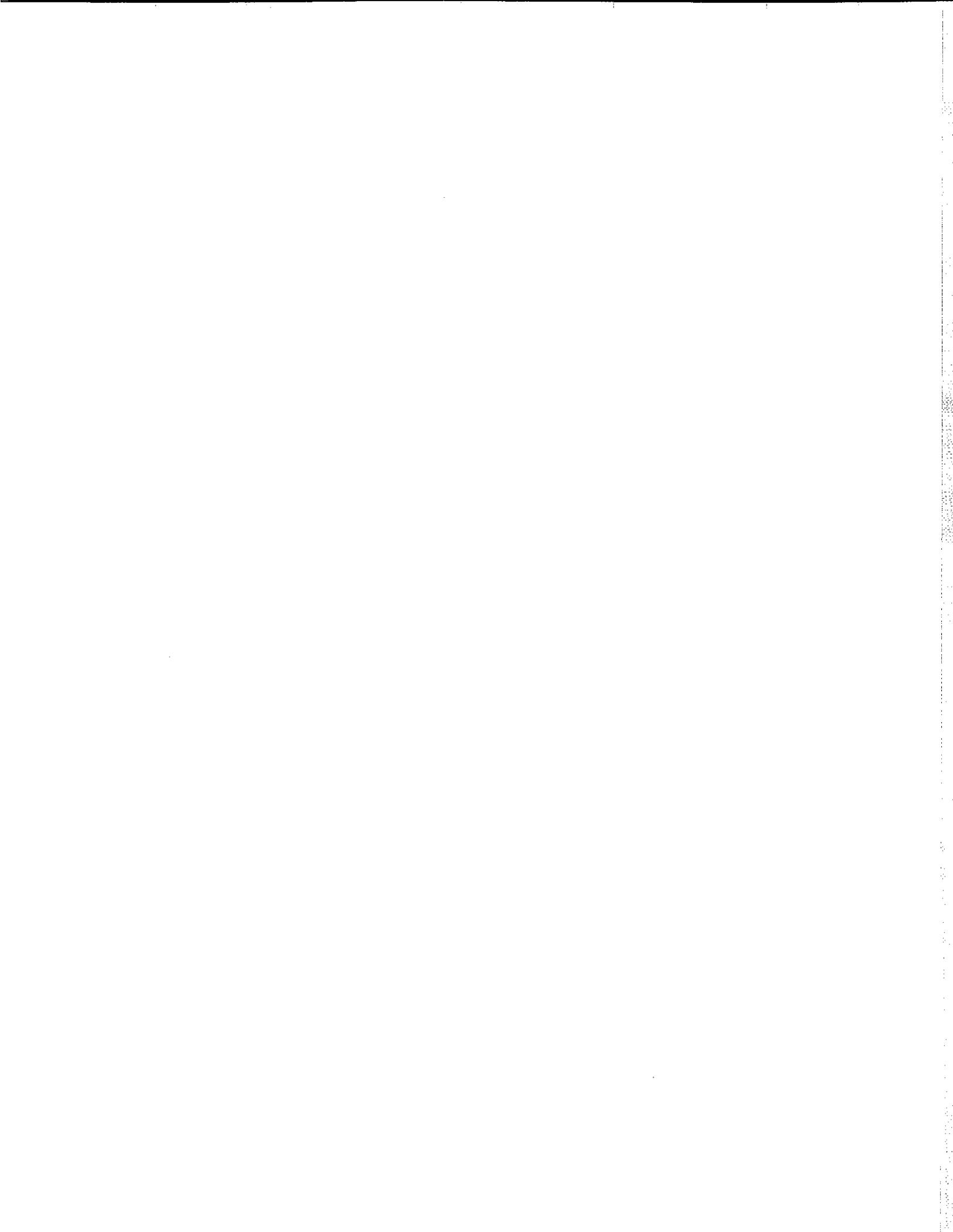


**VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
STREETS COMMITTEE**

Tuesday, April 23, 2013  
7:00 p.m.  
Village Hall Conference Room

Agenda

1. Minutes of the February 26, 2013 Meeting
2. IDOT Rte. 21 & 137 Widening Project Update – Report attached
3. 2013 & 2014 Road Rehabilitation – Report attached
4. Honorary Street Name Request
5. Other



**VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
STREETS COMMITTEE**

Tuesday, February 26, 2013  
7:00 p.m.  
Village Hall Conference Room

Minutes

Present: Chair – Trustee Donna Johnson, Trustee Drew Cullum, Trustee Jim Moran, Mayor Terry Weppler, Village Administrator Kevin Bowens, Director of Public Works John Heinz, Police Chief Clint Herdegen, Community Development Director John Spoden, Assistant to the Director Laura Nali, Senior Project Engineer Fred Chung, and Project Engineer Linda Carlson

Absent: None

Call to Order at 7:02 pm

Agenda

1. Approve the Minutes of the October 23, 2012 Meeting

The minutes were approved as written.

2. Approve the Minutes of the November 27, 2012 Meeting

The minutes were approved as written.

3. Update - IDOT Rte. 21 & 137 Widening Project Update

a) Village officials have discussed with State senators the possibility of funding from IDOT to assist businesses affected by the construction on Routes 21 & 137. Several businesses near the intersection of the construction have experienced a decrease in revenues and/or had to reduce hours of operation since the start of the construction.

b) Director Heinz spoke with the IDOT Area Programmer regarding the \$425,000 grant that the Village should be receiving. Heinz also spoke about the intersection construction being completed quicker. As of now, the contractual project completion date is January 2014. Lake County Director of Transportation Paula Trigg will be meeting with the IDOT District 1 Engineer and discuss the intersection construction completion.

4. 2014 Road Rehabilitation Report

a) Staff presented a list of the proposed pavement rehabilitation for 2014. The bids came in at \$3.6 million and the engineer's estimate is \$4.1 million in 2013. Senior Project Engineer Chung showed the Committee an exhibit for the pavement rehabilitation for 2013 and pavement rehabilitation proposed for 2014. Staff has requested that the Village Board review the list of roads proposed for 2014 by the end of the week for concurrence.

- b) Mayor Weppler requested that the sewers be inspected before Appley Avenue is rehabilitated.

5. 2013 Road Rehabilitation Report

- a) The preconstruction meeting will be in the next few weeks. The projected start date is April 1, 2013, weather permitting. The contract documents are in the process of being completed.
- b) Director Heinz will work with Chief Herdegen to use the Police Department Global Connect system (similar to reverse 911) to disseminate construction news.

6. Proposed Project Coordinator Consultant

At the February 12, 2013 Water and Sewer Committee meeting Village staff had a discussion with the committee about the proposed Construction Coordinator. Village staff would like to ensure that the numerous projects planned for the upcoming year are adequately managed. The Village will have four projects in the construction phase as of March 4, 2013 and ten projects in the design engineering phase currently or within two months.

The amount of projects in the design engineering and construction phase are taking more and more staff time and there are too many variables to each project for Village staff to deal with.

Staff is proposing having this consultant work eight-hours per day April 1 – September 1. This consultant would be from a private engineering firm with the skills set similar to that of an Engineering Technician. Staff will be getting quotes from three engineering agencies. These three agencies have worked for the Village in the past. Staff will speak more about the Construction Coordinator at the Village budget meeting on March 2, 2013.

7. Salt

Village staff is requesting an additional 200 tons of salt at the cost of \$10,360. The vendor must provide up to 120% of the amount of salt ordered at the beginning of the season. Trustee Johnson will bring up this request during Petitions & Communications.

Meeting adjourned at 7:50 pm

Respectfully submitted,

  
Laura Nali  
Assistant to the Director  
Department of Public Works

## Memorandum

To: Village Streets Committee

From: Administrative Staff

Date: April 16, 2013

Re: Streets Committee Staff Report

### **IDOT Rt. 21/137 Widening Project Update**

The contractor has re-mobilized from taking most of the winter months off and is working in a variety of areas on the project:

- South of Rt. 137- they are completing some minor underground installations such as storm and sanitary sewers and general clean up of debris and material. This area will then be prepped for the placement of concrete.
- All legs of the intersection- all legs of the intersection are being prepped for the placement of an asphalt base and then concrete will be poured...
- North of Rt. 137- currently installing a large retaining wall adjacent to the Days Inn motel, fine grading the new lane configuration and completing the installation of the storm sewers and culverts just south of Casey Rd.

The most challenging issue so far this spring has been the weather, be it snow, rain or cold temperatures...

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### **Road Rehabilitation Project**

#### Project Update

- Curb patching completed on Cali Court, Braeman Court, and Emerson Lane.
- Curb and Class C Patching completed on Ruidoso Court, James Court, Downs Parkway, Evergreen Court, Cypress Lane and Greentree Court.
- Half curb removal & replacement and half class C patches completed on Mullady Parkway, Paddock Lane, and Furlong Drive.
- Work for upcoming week: Curb patching/class c patches on Bridle Court, Furlong Drive, Paddock Lane & Mullady Parkway and saw-cutting on Fourth Avenue.

Percent Complete: 5.0%

#### Future Design Work

Design engineering work for 2014 has not yet started.

### **Road Reconstruction Project**

#### Project Update

Preconstruction meeting was held on April 5, 2013.

Sunnyside Avenue – Milwaukee Avenue to Prairie Avenue

- Construction cannot start until watermain replacement work is completed. The watermain work on Sunnyside is scheduled to begin on April 29, 2013.
- Percent Complete: 0.0%

Seventh Avenue – Glendale Road to Valley Park Drive

- Construction will start when school is out after June 10, 2013.

- Percent Complete: 0.0%

Valley Park Drive – Seventh Avenue to Kenwood

- Construction will start when school is out after June 10, 2013.
- Percent Complete: 0.0%

Alleys – Third, Fourth and Church Street

- The contractor has started tree removal and utility locates. The contractor will start alley removal when the asphalt plants have opened for the year.
- Percent Complete: 0.0%

#### Future Design Work

The kick-off meeting was held on April 12, 2013 with the contractor and consulting engineer. Survey work is underway by Village consultant. The survey (alleys) and soils sub-consultant has been notified to begin work.

### **Watermain Replacement for Road Rehabilitation**

#### Project Update

Watermain work will continue on Lincoln Avenue between Stewart & Milwaukee Avenue and main line work will continue on McKinley Avenue. Watermain chlorination will start later this week on Carter Street.

Percent Complete: 40.0%

#### Future Design Work

Design engineering work for 2014 has not yet started. Village staff and the consultant will have a kick-off meeting in the near future.

MEMORANDUM

TO: Chairman Johnson and members of the Streets Committee

FROM: Kevin J. Bowens, Village Administrator 

DATE: April 16, 2013

SUBJECT: Honorary Street Name Request

Recently the Mayor received a request from a resident to rename a street (Dover Court) in honor of WWII Veteran Don Carter. The Mayor requested that this matter be referred to the Streets Committee for review and recommendation to the Village Board. I believe the request should be handled as an "Honorary" street name versus a permanent, and could be accomplished with a decorative type street sign in addition to the regular street sign which would already exist. I also researched the topic and found a couple of communities (Evanston and Peoria, Illinois and Denver, Colorado) that do have specific honorary street name sign programs and application forms. If the Streets Committee is agreeable to the request, staff can work with the requesting party to obtain more details and also develop a policy for any future requests. In general, the policies provide criteria for why an honorary street sign should be considered, limit the street segment of the honorary name, require the applicant to pay for the cost of the sign, and identify a length of time for which the sign would remain in place.

If the Streets Committee is comfortable with the honorary street sign name request for Don Carter, staff will work with the requesting party to obtain additional details and also develop a specific policy for any future requests.

Cc: Director of Public Works

- Transportation
- Week at a Glance
- Senior Services
- Noyes Cultural Arts Center
- Robert Crown Center
- Summer Camps
- Support Your Parks

## Honorary Street Name Sign Program

The Honorary Street Name Sign program was established to allow citizens the opportunity to honor people who have made significant contributions to the City.

### Honorary Street Name Sign Application Form

Request for an honorary designation has to originate with an Alderman and each Alderman may have one honorary designation approved each year. Honorary street name signs are displayed for a period of ten-years and the portion of a street so designated is one block long. The program is administered by the Citizen's Advisory Committee on Public Place Names through the Department of Parks, Recreation and Community Services. This committee meets in February, May and November (or as needed) to review and consider requests.

**The Process:** Complete the attached Honorary Street Name Sign application and submit it to the Alderman of the ward in which the proposed honorary street name sign is to be designated. If the Alderman is in support of your recommendation, he/she will sign the form and forward it to the Parks, Recreation and Community Services Department for review by the Citizens' Advisory Committee on Public Place Names, who will forward a recommendation to the Planning and Development Committee and City Council. Final approval is granted by the City Council.

### **The Criteria:**

1. Cultural impact to the City.
2. Historical impact to the City.
3. Humanitarian efforts.
4. Close association with Evanston.
5. Distinguished career brought to the City.
6. Geographical relation of the street to the honoree's focus of interest.
7. A living individual (exclusive of City staff).

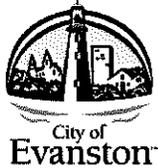
Please feel free to contact the City of Evanston Parks, Recreation and Community Services Department at 847-866-2914 if you have any questions.

City of Evanston



2100 Ridge Avenue  
Evanston, IL 60201  
311 or 847-448-4311  
**Contact us**

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Parks, Recreation and Community Services Department  
2100 Ridge Avenue  
Evanston, Illinois 60201  
T 847.866.2914  
TTY 847.448.8064  
www.cityofevanston.org

## City of Evanston Honorary Street Name Sign Application Form

**PURPOSE OF PROGRAM:** The Honorary Street Name Sign Program allows citizens the opportunity to honor people who have made significant contributions to the City. The program is administered by the Citizen's Advisory Committee on Public Place Names through the Department of Parks, Recreation and Community Services. Street names will be displayed for a period of ten-years. No more than one designation may be awarded in each ward per year. The portion of a street so designated will be one block long. Final approval is granted by the Evanston City Council.

PLEASE FILL OUT THE APPLICATION BELOW:

NAME OF HONOREE: \_\_\_\_\_  
(as it would appear on the street sign)

PROPER STREET NAME: \_\_\_\_\_

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

\_\_\_\_\_

PLEASE CHECK ALL THAT APPLY, AND GIVE A BRIEF EXPLANATION FOR EACH OF THE APPLICABLE CRITERIA. A STREET CAN BE NAMED FOR AN INDIVIDUAL, OR GROUP/DESIGNATION.

CULTURAL IMPACT TO CITY: \_\_\_\_\_

\_\_\_\_\_

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HISTORICAL IMPACT TO CITY: \_\_\_\_\_

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\_\_\_ HUMANITARIAN EFFORTS: \_\_\_\_\_  
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\_\_\_ CLOSE ASSOCIATION WITH EVANSTON: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ GEOGRAPHICAL RELATIONSHIP OF STREET TO FOCUS OF INTEREST  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ A LIVING INDIVIDUAL (EXCLUSIVE OF CITY OF EVANSTON STAFF)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Aldersperson)

Applicant's Address: \_\_\_\_\_ Phone \_\_\_\_\_  
Email: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Phone \_\_\_\_\_  
Email: \_\_\_\_\_

Submit completed form to:  
City of Evanston  
Parks, Recreation and Community Services Department  
2100 Ridge Ave., Evanston, IL 60201  
Fax: 847-448-8051  
Phone: 847-866-2914  
[pbelcher@cityofevanston.org](mailto:pbelcher@cityofevanston.org)



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**Honorary Street Signs**

**Government**

Departments H-Z

Public Works

-  Address & Property
-  Boards and Commissions
-  Cisterns
-  City Buildings & Pro...
-  Combined Sewer Overflow
-  Construction Projects
-  Divisions of Public ...
-  Drainage & Erosion
-  Fees
-  Floodplain
-  Garbage & Recycling
-  Honorary Street Signs
-  Parking
-  Permits
-  Policies & Regulations
-  Programs
-  Rain Barrel Program
-  Reference Information
-  Snow Removal
-  Streets & Sidewalks
-  Sewer Backup Program
-  Traffic & Transporta...
-  Trees/Forestry
-  Utilities
-  Vendor Information
-  Weather Preparedness
-  Public Works FAQs
-  Contact Public Works

**Honorary Street Signs**

Public Works Department  
 3505 N. Dries Lane  
 Peoria, Illinois 61604  
 (309) 494 - 8800

Downloadable Files

 **Honorary Sign Application**

The Honorary Street Name Sign Program allows citizens the opportunity to honor people that have made significant contributions to the Community. The program is administered by the Public Works Department. Street names will be displayed for a one year period. The sign will then be turned over to the respected party. Street designations will be determined on a case by case basis. The portion of a street so designated will be one block long. Final approval is given by the Director of Public Works. A completed application, plus a fee of \$300 must be submitted prior to approval.

**1. REQUIRED SUBMITTALS:**

Please submit a completed application along with the the following:

- A typed request stating the designee and preferred location shall be received by the District Councilperson and recommended to the Director of Public Works. The statement should indicate why a particular section of street has been requested for the honorary designation. General location shall be limited to a single point or short segment with sign(s) posted at the point or near mid-block.
- Payment of the \$300 fee for each installation is to be made to the Public Works Department prior to fabrication and installation of sign(s). The \$300 fee is for a 2-faced sign on one side of the street.
- A \$600 fee is for two (2) 1-faced signs, one on each side of the street, or for two 2-faced signs mounted at two separate locations.

**2. DESCRIPTION:**

- Legend shall be silver lettering on blue background.
- Sign(s) will be installed by City crews and shall remain in place for a period of twelve (12) months.
- Upon removal by City crews, the sign(s) will be given to the District Councilperson and donated to the designee's family.
- Maintenance of the sign installation and/or replacement of the various materials shall be at the expense of the donator. Failure to cover the cost of the maintenance or replacement material(s) will cause the sign installation to be removed immediately.

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## City of Peoria

### HONORARY STREET NAME SIGN APPLICATION

419 Fulton Street –Suite 307 ♦ Peoria, IL 61602 ♦ (309) 494-8802 ♦ www.ci.peoria.il.us

**PURPOSE OF THE PROGRAM:** The Honorary Street Name Sign Program allows citizens the opportunity to honor people that have made significant contributions to the Community. The program is administered by the Public Works Department. Street names will be displayed for a **one year period**. The sign will then be turned over to the respected party. Street designations will be determined on a case by case basis. The portion of a street so designated will be one block long. Final approval is given by the Director of Public Works. A completed application, plus a *fee of \$300* must be submitted prior to approval.

#### **1. REQUIRED SUBMITTALS:**

Please submit the following items along with your request:

- ❖ A *typed* request stating the designee and preferred location shall be received by the District Councilperson and recommended to the Director of Public Works. The statement should indicate **why** a particular section of street has been requested for the honorary designation.
- ❖ General location shall be limited to a single point or short segment with sign(s) posted at the point or near mid-block.
- ❖ Payment of the **\$300** fee for each installation is to be made to the Public Works Department prior to fabrication and installation of sign(s). The \$300 fee is for a 2-faced sign on one side of the street.
- ❖ A **\$600** fee is for two (2) 1-faced signs, one on each side of the street, or for two 2-faced signs mounted at two separate locations.

#### **2. DESCRIPTION:**

- ❖ Legend shall be silver lettering on blue background.
- ❖ Sign(s) will be installed by City crews and shall remain in place for a period of twelve (12) months.
- ❖ Upon removal by City crews, the sign(s) will be given to the District Councilperson and *donated* to the *designee's* family.
- ❖ Maintenance of the sign installation and/or replacement of the various materials shall be at the expense of the donator. Failure to cover the cost of the maintenance or replacement material(s) will cause the sign installation to be **removed** immediately.

**3. APPLICANT INFORMATION**

\*Please print clearly

Applicant's Name: \_\_\_\_\_

Organization/Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone: (    )                      Fax: (    )                      E-mail: \_\_\_\_\_

**4. HONORARY NAME REQUEST**

**NAME OF HONOREE:**

\_\_\_\_\_  
(As it would appear on the Street Name Sign)

**LOCATION:**

\_\_\_\_\_

**INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:**

\_\_\_\_\_

Please check all that apply and include a brief explanation for each of the applicable criteria.

**Cultural Impact to the City:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Historical Impact to the City:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **Humanitarian Efforts:**

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\_\_\_\_\_ **Association with the City:**

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\_\_\_\_\_ **Geographical Relationship to Focus of Interest:**

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Is the individual Living or Deceased? (Circle one)

**4. SIGNATURE OF APPLICANT:**

My application consists of the following items necessary for a complete application. Please check:

- Completed Application Form, *plus a \$300 fee* (make checks payable to "City of Peoria")
- A *typed* recommendation from the District Councilperson stating the designee and preferred location.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

---

**Office use Only:**

Date Sign Installed: \_\_\_\_\_

Date sign removed: \_\_\_\_\_



John Hickenlooper  
Mayor

# CITY AND COUNTY OF DENVER

## DEPARTMENT OF PUBLIC WORKS Development Engineering Services

### Public Works Plans Review Services

201 West Colfax Avenue  
Room 2113; Department 202  
Denver, Colorado 80202  
Phone: 720-865-2782  
Facsimile: 720-865-3281  
<http://www.denvergov.org/PWPRS>

## Entrance Requirements for Honorary & Official Street Renaming

<b>Authority:</b>	Denver <i>Revised Municipal Code</i> , § 2.3.3(c) "Powers and Duties of the Department of Public Works"; and § 49-63 "City engineer to renumber or rename streets"
<b>Purpose:</b>	The purpose of this document is to summarize the key issues related to renaming a street, whether a Honorary or Official Street Renaming.
<b>Version &amp; Date:</b>	Version 1.0; April 27, 2005
<b>Customer Interface</b>	Most communications between the Customer and the City will be through the local City Council office who will then interact with Public Works Plans Review Services (PWPRS) and other agencies as appropriate.
<b>Affiliated Departments:</b>	<ul style="list-style-type: none"> <li>• Cable, Telecommunications, &amp; Utility companies</li> <li>• City Council Office</li> <li>• CPD Building, Records, Zoning</li> <li>• Denver Fire Department</li> <li>• Denver Police Department</li> <li>• Department of Public Works (Wastewater, Addressing, Engineering)</li> <li>• Office of the Assessor</li> <li>• <b>Public Works Permit Operations</b>; 2000 W. 3<sup>rd</sup> Avenue, Room 107; Denver, CO 80223-1027; 303-446-3759</li> <li>• <b>Public Works Plans Review Services</b>; 201 W. Colfax Avenue, Dept. 202; Denver, CO 80202; 720-865-2782.</li> <li>• U. S. Postal Service</li> </ul>
<b>How are Streets Officially Named?</b>	There is a pattern to the names of streets in the City and County of Denver and the region. This pattern often extends out into the suburbs and forms a consistent means of locating homes and businesses. Per the City Charter, the City Engineer has the authority to name streets and assign addresses in the City and County of Denver. Most streets are named at the time of subdivision plat when the plat is formally adopted by ordinance. In other instances, small segments of city owned property is given a street name when "dedicated" by ordinance as city right-of-way.
<b>What is the difference between "official" renaming and "honorary" renaming?</b>	Official street renaming permanently changes the name of a street. For example: 32 <sup>nd</sup> Ave. became Martin Luther King Jr. Blvd. Honorary street renaming generally occurs during a special event. For example: Bannock St. became John Elway Blvd. for the Super Bowl Parade.
<b>Why does anyone want to officially rename a street?</b>	<p>In some cases a change to the street name is needed to fix a typographic error that occurred on an official document, or to improve way-finding. These types of changes generally have overwhelming support by the community that is directly impacted.</p> <p>In other cases a person or group of individuals desires to name a street after a person in honor of their accomplishments. These types of changes generally have support by an advocacy group, but it is difficult and costly to determine how much support exists by those directly impacted by the street renaming.</p>

<p><b>What happens when streets are officially renamed?</b></p>	<p>Official street renaming changes all legal documents for land addressed along the renamed street. This means that all addresses change, stationary, monthly bills, signs, etc. must all be changed and residents/business owners directly impacted may incur considerable expense.</p> <p>Street renaming also changes all official City maps, utility records, 911 systems, city street signs, and in some cases highway signs, etc. Depending on the situation, the cost can range from a few thousand to hundreds of thousands of dollars.</p>
<p><b>What has been the City's policy on officially renaming streets in the past?</b></p>	<p>Official street renaming has always been problematic, and since 2002 it is the policy of Public Works to <b>not</b> rename streets. The key issues are as follows:</p> <ul style="list-style-type: none"> <li>• Without a complex and costly process, it is almost impossible to accurately determine the support for the name change by those residents/businesses directly impacted.</li> <li>• Official Street Renaming has a substantial financial impact on the City and the impacted citizens. Proponents generally have little or no money behind their initiative. The cost of both the process and the construction is unfunded or grossly under funded.</li> <li>• Expedient way-finding and emergency service delivery is more difficult when an off-pattern street name is added to a patterned street name system. Emergency service providers are not always familiar with the service areas.</li> </ul> <p>It is the recommendation of Public Works that <u>streets not be officially renamed</u> unless a need critical to emergency service delivery, or the health and safety of the citizens is demonstrated.</p> <p><u>An honorary street name policy is developed &amp; stated herein that allows streets to have an honorary designation.</u> The designation would come by way of City Council Resolution. Streets carrying an honorary designation are not officially renamed, but carry a second honorary name (much the same as buildings do).</p>
<p><b>Application Process</b></p>	<p><b>1. Request to the local City Council Office</b></p> <ul style="list-style-type: none"> <li>• Request must include: <ul style="list-style-type: none"> <li>○ Name of existing street proposed for honorary street name designation, with "from" and "to" cross-streets.</li> <li>○ Proposed honorary street name designation.</li> <li>○ Basis for requesting honorary street name designation, i.e., historic figure/person and background on the figure/person.</li> <li>○ Name of individual or group requesting the honorary street name designation</li> </ul> </li> </ul> <p><b>2. Internal Notification</b></p> <ul style="list-style-type: none"> <li>• The Mayor's Office and Key Departments/Agencies are informed by the local council office that an Honorary Street Name Designation is being proposed.</li> </ul> <p><b>3. Public Notification Procedure:</b></p> <p><i>(This Process is somewhat elaborate and may be revised to obtain a level of comfort to the council person who is taking the resolution forward. The goal is to determine the amount of support in the community for the Honorary Street Name Designation.)</i></p> <ul style="list-style-type: none"> <li>• The Department of Public Works will provide the local council office a list of official addresses within the proposed honorary street name designation area, and a list of registered neighborhood and business organizations within the area.</li> <li>• The proponent shall have 90 calendar days to obtain signatures on the petitions from the occupants of the buildings on the official address list. The petitions shall provide the name, business name, address, signature, and an indication of whether the signer is for or against the proposed honorary name designation.</li> </ul>

	<p>(When a single property with one address has multiple units, the proponent must receive input from at least 50% of the units. The decision of the majority of the units shall be the decision for the official address.)</p> <ul style="list-style-type: none"> <li>• The proponent shall have 90 calendar days to obtain written responses from all registered neighborhood and/or business organizations whose boundaries lie within the street proposed for the honorary designation.</li> <li>• To advance the honorary street name designation proposal, the proponent must demonstrate to the local council office that input was received from 75% of the official addresses, with 75% in favor (total 56%). Additionally, a majority of all registered neighborhood and/or business organizations must provide written support for the honorary street name designation.</li> <li>• Once the local council office is satisfied that the proponent has met the above criteria, it shall request a cost estimate for sign fabrication and installation from the Department of Public Works. Public Works shall forward the cost estimate to the local council office. Anticipate 30-60 days for estimate upon formal request.</li> <li>• The local council office shall provide written notification to the proponent that the above conditions are satisfied and forward the cost estimate prepared by Public Works. The proponent must show proof that it has funds available to construct the new signs, before a resolution is carried forward. The proponent shall have 180 days to obtain the funding required for the signs.</li> </ul> <p><b>4. Implementation</b></p> <ul style="list-style-type: none"> <li>• The local council office will carry forward a resolution to have the Honorary Street Name Designation made. The designation will automatically sunset in ten (10) years which is the estimated life of the street name signs.</li> <li>• Before a re-designation occurs, the proponent shall show proof that it has funds available to replace the signs.</li> <li>• Prior to installing any signs in the public right-of-way, applicant shall obtain the necessary Public Occupancy Permit for sign(s) placement. This is an annual permit requiring renewal.</li> </ul> <p><i>Implementation Notes:</i></p> <p>Honorary Street Name Signs <u>will not</u> be placed on any Federal Highway. Signs on State Highways must be approved by Colorado Department of Transportation.</p> <p>Honorary Street Name Signs will be ground mounted signs only.</p> <p>The approximate cost per block for sign fabrication and installation is approximately \$500, costs may be higher depending on existing equipment.</p> <p>Honorary Street Name Signs may have a different appearance than the standard street name signs presently used by the City and County of Denver.</p>
<b>Location</b>	h:\des\pwprs\street renaming\entrance requirements street renaming 042705.doc