



Road and Street Naming Policy

13 December 2017

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Appendix 1: Process to Name a New Road or Street

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Date of Approval:	13 December 2017
Policy Number:	MDC004
Review Date:	13 December 2022

PURPOSE

The purpose of the Road and Street Naming Policy is to ensure that the approach to naming roads and streets follows a consistent process and that road names reflect the unique identity of the Masterton district.

SCOPE

This policy applies to all roads and streets in the Masterton district. It does not apply to unformed or paper roads, unless Masterton District Council (MDC) deems it necessary.

ROAD AND STREET NAMING

Under the Local Government Act 1974 (s.319A), MDC is responsible for naming roads and streets in the district. Refer to Appendix 1 for an overview of the process to name a new road/street.

Road and Street Naming Criteria

Preference is given to road/street names that, in relation to the site concerned, meet one of the defined criteria. The criteria, in order of preference, are:

- recognition of Māori cultural significance;
- recognition of cultural significance other than Māori;
- reflection of the landscape or topographical features;
- honouring local residents who have made significant contributions to the Masterton district (alive or deceased); or
- recognition of historical events that have a significant impact on the community.

Road/street names are also required to be unique and not duplicated in the Masterton district (in spelling or sound).

Style Guide for Road and Street Names

To ensure a consistent standard, road/street names are required to:

- be easy to spell and pronounce;
- be correctly spelt;
- not include diacritical marks such as hyphens and apostrophes (with the exception of macrons in Māori names in order to aid pronunciation and preserve the correct interpretation);
- not be offensive or named after any commercial organisation;
- generally a maximum of 12 characters (including the suffix) however, MDC may allow longer names at its discretion.

Consideration is also given to the length of road/street names in proportion to the length of the road, to ensure the name will be displayed correctly on maps.

For roads/streets named after a person, the full name of the person will be used where the full name is of a reasonable length. If the full name is too long, consideration may be given to using the surname only.

The suffix used must be appropriate to the form of the road/street. Refer to Appendix 3 for a list of road/street name suffixes and descriptions.

Approval Delegation

Approval of new road/street names is delegated to the Planning and Building Manager and the Senior Resource Planner, in accordance to the Chief Executive and Staff Delegations Manual. This delegation enables efficient decision-making within legislative timeframes.

The exception to this is if the recommended road/street name is likely to be controversial. In this circumstance, the recommendation will be submitted to MDC's Strategic Planning and Policy (SPP) Committee for approval.

CHANGING EXISTING ROAD AND STREET NAMES

Existing road/street names may be changed at MDC's discretion, if the amendment will result in a clear and significant benefit to the community. This may include:

- rectifying a misspelt or known incorrect name (including the suffix); or
- avoiding confusion, duplication or ambiguity.

A recommendation on whether to change the road/street name will be made after undertaking appropriate consultation. Refer 'Consultation' below.

Requests from the Public

If a request to change a road/street name is initiated by a member of the public, the request must:

- be in writing;
- include a clear and evidenced justification for the change; and
- be supported by a petition signed by at least 80% of property owners in the relevant road/street.

Approval

The recommendation for changing the name will be submitted to the SPP Committee for approval.

If the change relates to a Māori road/street name, the recommendation will be submitted to the Iwi Governance Forum for endorsement, prior to submission to the SPP Committee.

Refer to Appendix 2 for an overview of the process to change the name of an existing road/street.

CONSULTATION

Consultation with Iwi

If a road/street is located in or near an area of significance to tangata whenua, the local iwi will be consulted. Preference will be given to a name identified by iwi.

If a developer proposes names for a road/street located in or near an area of significance to tangata whenua, they are required to consult with local iwi prior to submitting name options to MDC. Evidence of the consultation must be provided.

If a Māori name is proposed for any road/street in the district, local iwi will be consulted to ensure the name is correct and appropriate.

Consultation with Affected Property Owners

Affected property owners will be consulted, including those who own property on the road/street being named or those who own property on roads that will be serviced by the road being named.

If a developer proposes names for a road/street, evidence of consultation with affected property owners is required.

Consultation with Related People

If a road/street is proposed to be named after a person, the relations of that person will be consulted (where possible).

REVIEW OF POLICY

This policy will be reviewed every five years.

DEFINITIONS

Road: As defined in the Local Government Act 1974 (s.315). This includes all MDC roads, streets, access ways, service lanes and state highways.

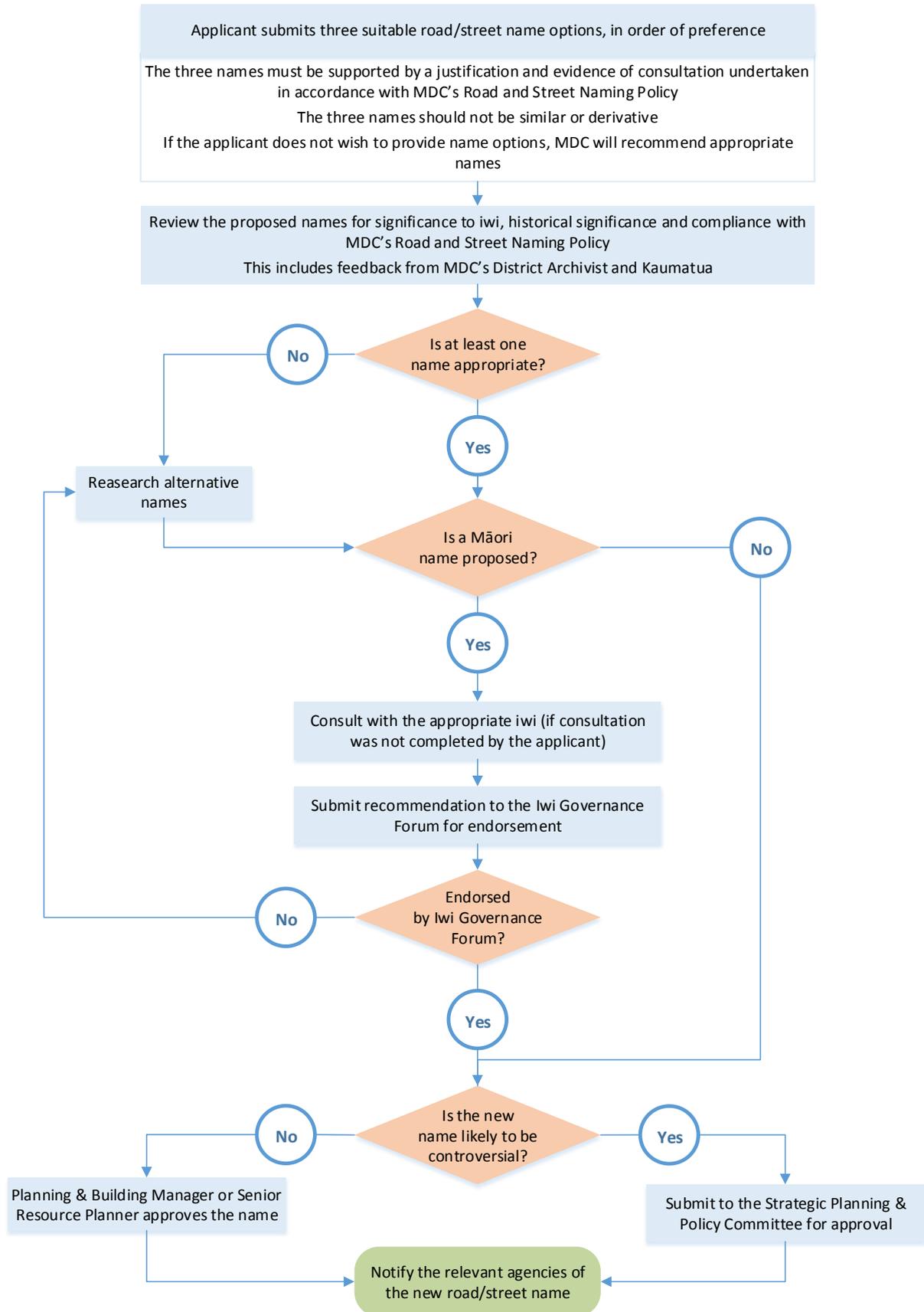
REFERENCES

Local Government Act 1974

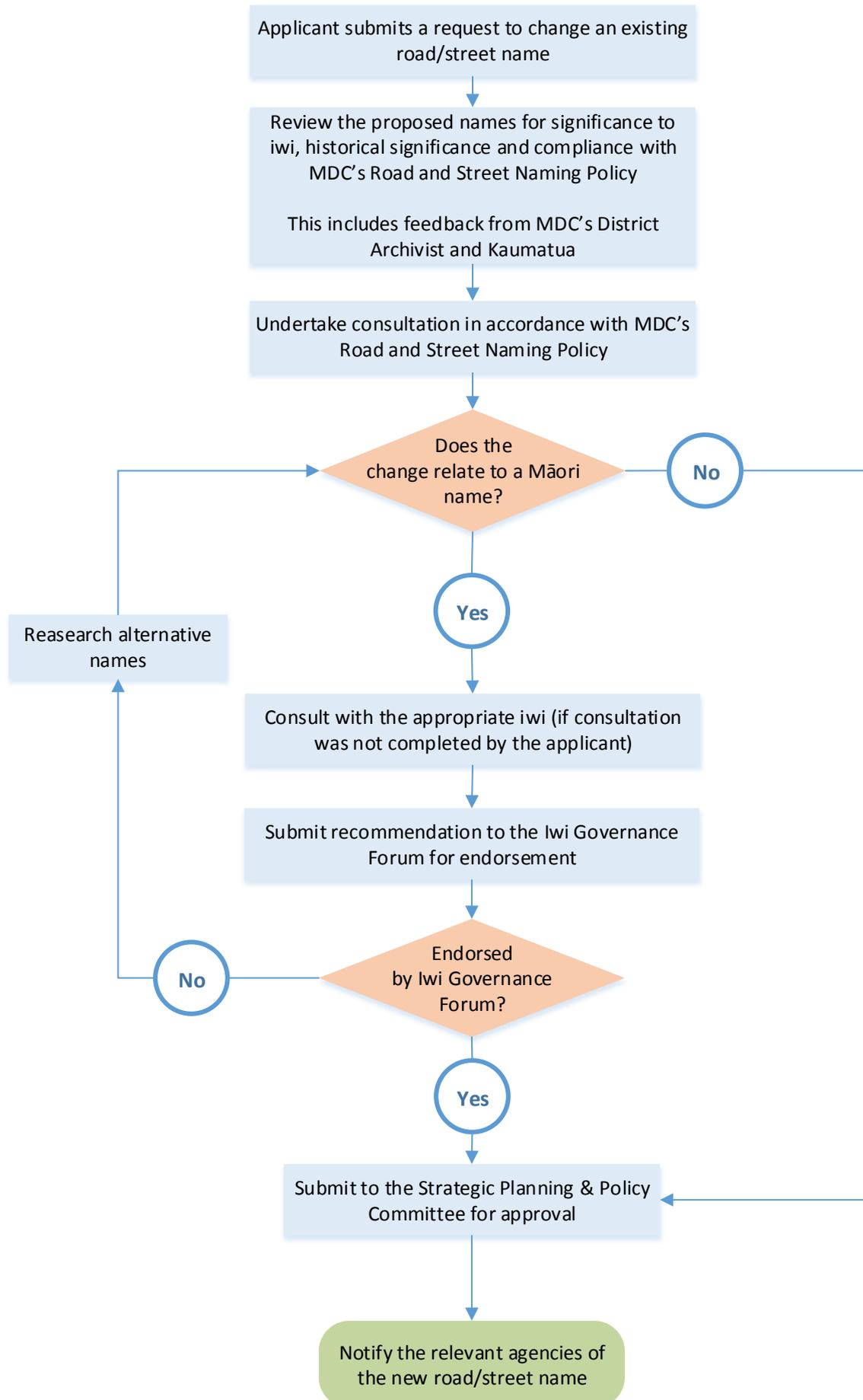
VERSION CONTROL

Date	Summary of Amendments	Approved By
1995	New policy	Masterton District Council
13/12/2017	Major amendment	Masterton District Council

Appendix 1: Process to Name a New Road or Street



Appendix 2: Process to Change an Existing Road or Street Name



Appendix 3: Road/Street Name Suffix Guide

Type	Suffix	Description/usage
Alley	Aly	Usually narrow roadway in a city or town
Arcade	Arc	Covered walkway with shops along the sides
Avenue	Ave	Broad roadway, usually planted with side with trees
Boulevard	Blvd	Wide Roadway, well paved, usually ornamented with trees and grass plots
Circle	Cir	Roadway that generally forms a circle
Close	Cl	Short enclosed roadway
Court	Ct	Short enclosed roadway, usually surrounded by buildings
Crescent	Cred	Crescent shaped roadway, especially where both ends join the same thoroughfare
Crest*	Crest	A roadway running along the top or summit of a hill
Drive	Dr	Wide main roadway without many crossing streets
Esplanade	Esp	Level roadway alongside the sea, a lake or river
End*	End	A no exit street
Glade	Gld	Roadway usually in a valley of trees
Glen*	Glen	In narrow valley
Green	Grn	Roadway often leading to a grassed public recreation area
Grove	Grv	Roadway that features a group of trees standing together
Heights*	Hts	A roadway traversing high ground
Hill*	Hill	Applies to a feature rather than a route
Highway	Hwy	Highway Only
Lane	Ln	Narrow roadway between walls, buildings or a narrow country roadway
Lookout*	Lookout	A roadway leading to or having a view of fine natural scenery
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare
Mall	Mall	Wide walkway, usually with shops along the sides
Mead*	Mead	Mowed land
Meadows**	Meadows	Mowed land
Mews	Mews	Roadway in a group of houses; traditionally rural residential area converted to a residential area
Parade	Pde	Public roadway or promenade that has food pedestrian facilities along the side
Place	Pl	Short, sometimes narrow, enclosed roadway
Promenade	Prom	Wide flat walkway, usually along the water's edge
Quay	Qy	Roadway alongside or projecting into water
Ridge	Rdge	A roadway along the top of a hill.
Rise	Rise	Roadway going to a higher place or position
Road	Rd	Open roadway primarily for vehicles; route between places
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides
Straight**	Straight	Rural road
Street	St	An urban road
Terrace	Tce	Roadway on a hilly area that is mainly flat
Track	Trk	Walkway in natural setting; narrow country street that may end in pedestrian access
View*	View	Street with a view of significance

Vista**	Vista	Street with an outlook of significance
Walk	Walk	Thoroughfare for pedestrians
Way	Way	Only to be used for private roads
Wharf	Whrf	A roadway on a wharf or pier