

Naming Council Roads and Streets - Council Policy

Effective Date	19 November 2009
Policy Owner	Senior Works Manager
Link to Corporate Plan	Great Liveability
Review Date	September 2024
Related Legislation	Local Government Act 2009 Planning Act 2016 Place Name Act 1994
Related Documents	AS1742.5 - Manual of Uniform Traffic Control Devices - street name and community facility name signs AS 4212 - Geographic Information Systems - data dictionary for transfer of street addressing information AS/NZS 4819:2011 - Geographic Information - rural and urban addressing Western Downs Regional Council Local Law No.1 (Administration) 2011 Western Downs Regional Council Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2011 Western Downs Regional Council Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

Policy Version	Approval Date	Adopted/Approved
1	19/11/2009	Ordinary Meeting of Council
2	17/08/2016	Ordinary Meeting of Council
3	23/09/2020	Ordinary Meeting of Council

This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. **A hard copy of this electronic document is uncontrolled.**

Naming Council Roads and Streets - Council Policy

1. PURPOSE

- To provide guidelines for the naming of newly constructed roads and streets or the renaming of an existing road or street under the control of Western Downs Regional Council.
- Establish an approved list of road and street name extensions (ie. street, road, avenue).
- Ensure road and street names are appropriate.
- Adopt applicable standards and legislation

2. SCOPE

This policy applies to all existing and proposed public roads in the Western Downs Regional Council administrative area that are under the control of Western Downs Regional Council.

This policy is applicable to Council Officers making recommendations to the Council for the naming or renaming of Council roads and streets.

3. POLICY

3.1 Process of the Selection of Road and Street Names

New Development

1. The applicant is to submit a list of three (3) preferred names and reasons for selecting names for each of the roads within the relevant development. The applicant must receive approval of the names prior to Council sealing the survey plans, alternatively this can be undertaken at the time of Development Application.
2. The relevant Officer within the Planning and Environment Department is to check whether the preferred names comply with this policy.
3. If the names do not comply with the policy, the applicant is to be notified and asked to submit a revised list that is in accordance with this policy.
4. If the names do comply with the policy, the preferred list is then submitted to the Planning Manager and referred to the Mayor for approval (as per the delegation register).
5. Providing that the submitted names comply with this policy and no adverse reason is identified that should cause the names to be rejected, the applicant will be notified that the names are acceptable.

Existing Roads

1. The naming/renaming process of existing roads is to be avoided where possible due to the excessive database changes that are triggered by a name change and the possible non-acceptance by affected land owners.
2. For the renaming of existing roads, a report will be prepared by the Infrastructure Services relevant Department for consideration by Council giving details of potential names and the results of consultation with the affected resident/property owners.
3. The time when a changed name applies shall be a date when all protocols associated with the name change are complete.



Naming Council Roads and Streets - Council Policy

3.2 Requirements for the Naming of Road and Street Names

- a. Name duplication within the local government area should be avoided. If possible duplication of names in proximity to adjacent local government areas should also be avoided.
- b. Roads crossing Council boundaries should have a single and unique name.
- c. Names should be appropriate to the physical, historical or cultural character of the area concerned.
- d. The local Aboriginal Community should be contacted so as to confirm correct meaning and aptness when using Aboriginal names.
- e. Names which are offensive or likely to give offence, incongruous (out of place) or commercial in nature are to be avoided.
- f. Names should be reasonably easy to read, spell and pronounce in order to assist emergency services, service providers and the travelling public.
- g. Unduly long names and names composed more than two words are not permitted.
- h. The use of given names and/or initials is not permitted.
- i. Where it is intended that a road have the same name as a place or feature with an approved geographical name, then particular care should be taken to ensure that the correct spelling is adopted.
- j. Where names have been changed or corrupted by long established local usage it is not usually advisable to attempt to restore the original form. The spelling which is sanctioned by general usage should generally be adopted.
- k. Generally road names proposed or approved shall not contain:
 1. Abbreviations
 2. Hyphens
 3. Apostrophes
 4. Use of 'The' as a prefix; or
 5. Initials.
- l. Names of property developers and their family may be considered appropriate should they meet the preferred sources criteria.
- m. Consideration should also be given to:
 - Road hierarchy or function;
 - Street addressing; and
 - Road layout (for example: If a standard 'tee' intersection is modified to give priority to the vertical leg of the 'tee', the road name and house numbering should also follow the priority road).
- n. Roads within separate stages of a development are not to have the same name unless the road is a continuation of an existing road in compliance with this policy.
- o. Road name designations are to be in accordance with the road name designations in this policy.
- p. Long street names should not be allocated to short roads as the inclusion of such names on street directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.
- q. Council may in certain areas adopt a list of preferred local street names which reflect the traditional street naming protocols of the areas considered (ie. Chinchilla, Brigalow – with names of long standing resident families who have contributed to the community).



Naming Council Roads and Streets - Council Policy

3.3 Road Name Designations

Every blind (no through) road shall be named "Court" or "Close" or other similar name, but not Road, Street, Avenue or Crescent.

Lane – short, narrow cul-de-sac, maximum of three (3) lots

Court – Cul-de-sac, generally a maximum of twenty (20) lots

Close – Cul-de-sac, generally a maximum of twenty (20) lots

Street – principal name designation for urban areas

Crescent – must have a pronounced curve in alignment, maximum of 75 allotments

Drive - trunk collector or collector road of some significance, greater than 75 lots (or part thereof if part of a staged subdivision), can include a no-through (blind) road

Road - principal name designation for major roads and roads in rural areas

4. Definitions

In this policy:-

"Developer"	means a person, persons or company that has submitted a development application to Council
"Community"	means the residents of Western Downs Regional Council
"Council"	means Western Downs Regional Council
"Nominated person"	means the Officer from Council's Planning and Environment Department assigned to assess road name compliance
"Property owner"	means the registered owner of the relevant parcel of land
"Road"	means a local government controlled road and does not include state controlled roads
"Private road"	means a road that is on private property that is not under the control of Council

