

(Amended 2009 and 2010)

PUBLIC PROPERTY NAMING COMMITTEE REPORT

2005

Councilmember Joe Bailey, Chair

Purpose

The Public Property Naming Committee (PPNC) was created on May 11, 2004, by the Knoxville City Council as an ad hoc committee for the purpose of developing standards and processes for attaching names to public rights of way and significant public properties owned by the City of Knoxville.

Scope

To put together a process with criteria that is fair and equitable by which public property and facilities are named and re-named.

Criteria Recommendations

- 1) In naming public property, consideration shall be primarily given to the following criteria:
 - 1) Neighborhood, geographic or common usage identification
 - 2) A natural or geological feature
 - 3) Significant historical events or cultural attributes
 - 4) A historical figure
 - 5) Individuals, living or dead, having but not limited to, the following attributes:

- Superior levels of performance in their chosen field.
 - Effective Citizenship.
 - Outstanding community service by being widely recognized as having national, state or local community significance for community or public service.
 - Excellent character and general reputation
 - High standards and ethics
- 2) Street naming, unless to correct previous problems, should primarily be allowed using the honorary or commemorative model as proposed by the MPC

Process Recommendations

Honorary Street Naming

1. Initiate process by completing Honorary Street Name Application (See draft attached) and paying designated fee.
2. Fulfill all criteria requirements.
3. Send completed application to Public Property Naming Committee.
4. PPNC considers and if approved sends recommendation to Mayor.
5. Mayor considers and may make any recommendation in writing for either approval or rejection. After receiving the Mayor's written recommendation, if any, the matter shall be placed on the City Council agenda for two readings.
6. Once approved notice sent to appropriate persons/agencies.

Public Property and Facilities Naming

1. Complete Public Property and Facilities Naming Application (See attached draft) and pay designated fee.
2. Fulfill all criteria requirements.
3. Send completed application to Public Property Naming Committee.
4. PPNC considers and if approved sends recommendation to Mayor.
5. Mayor considers and may make any recommendation in writing for either approval or rejection. After receiving the Mayor's written recommendation, if any, the matter shall be placed on the City Council agenda for two readings
6. Once approved notice sent to appropriate persons/agencies.

General Recommendations

- The Public Property Naming Committee (PPNC) will become a permanent committee consisting of 15 persons, one each to be nominated by each of the members of City Council; one person to be nominated by the Mayor; two members who shall be City Council members nominated by the Vice-Mayor; one member who shall be a member of the professional staff of the Metropolitan Planning Commission as nominated by the Executive Director of MPC; one member who shall be a representative of the Law Department as nominated by the Law Director; and one member who shall be a representative of the Engineering Department as nominated by the Director of Engineering. All members of the committee shall be nominated as stated above and shall be confirmed by a majority of the members of City Council.
- The terms of the Public Property Naming Committee will be three-year terms and will stagger.

The initial terms will stagger as follows:

One-year term:

City Council Member #1 (Currently held by Joe Bailey)
Law Department Representative (Currently held by Debbie Poplin)
At-Large City Council Representative – Seat A (Currently held by George Prosser)
First City Council District Representative (Currently held by Diana Conn)
Fourth City Council District Representative (Currently held by Bill Warwick)

Two-year term:

City Council Member #2 (Currently held by Vice-Mayor Mark Brown)
Engineering Department Representative (Currently held by Rick Emmett)
At-Large City Council Representative – Seat B (Currently held by Doug McDaniel)
Second City Council District Representative (Currently held by Jim Bletner)
Fifth City Council District Representative (Currently held by Bob Rundle)

Three-year terms:

Mayor's Office representative (Currently held by Margie Nichols)
Metropolitan Planning Commission representative (Currently held by Gretchen Beal)
At-Large City Council Representative – Seat C (Currently held by Leigh Chagnon)
Third City Council District Representative (Currently held by Kathryn Lewis)
Sixth City Council District Representative (Currently held by Bob Booker)

- The Public Property Naming Committee will meet two times each year. A special-called meeting of the PPNC can be called by the committee chair or by seven members of the committee with at least twenty-four (24) hours notice. All meetings of the PPNC will be open to the public and will require at least twenty-four (24) public notice.
- The number of public properties re-named each year will be limited to three (3). This number does not include any street naming/renaming mandates issues to the Metropolitan Planning Commission unless the new street name is of significant community importance. If the new name is of significant community importance, including, but not

limited to, names reflecting significant persons, entities, groups, organizations, places, events, and the like, the application must come before the PPNC. The committee can increase or decrease the number of properties to be re-named by a majority vote of the committee.

- The PPNC will use the honorary street naming system. Any honorary street name status will be permanent as long as the person honored maintains the criteria accepted by the Public Property Naming Committee. If the person does not maintain the accepted criteria, the street becomes available for renaming.
- A fee of \$262 will be charged to submit an application to the Committee for the naming or renaming of public properties, facilities or honorary streets, except no fee will be charged for applications submitted by the city administration or City Council. (2010)
- No fee will be charged by the Committee to consider an application for the official renaming of an existing street or the naming of a new street as such application process and fee collection originates with MPC. (2010)
- If the Committee rejects an application for naming/renaming and the applicant chooses to reapply, a new fee is the amount of \$262 will be assessed each time an application is submitted for consideration. (2010)
- The application fee may be refunded when warranted by the Committee. (2010)
- Fees for applications for MPC review under the subdivision regulations shall apply in accordance with MPC administrative rules and procedures. (2010)
- The process for consideration is as follows:

Commemorative Streets

- A commemorative street name establishes an official name for a street.
- MPC accepts application and fee. MPC sends application to the PPNC for consideration. If the application is approved by PPNC it is then sent to the Mayor for consideration. The Mayor shall consider the application and may make any recommendation in writing for either approval or rejection, after which the application will be returned to MPC for action. If MPC approves the request it is then placed on the City Council agenda for final consideration.

Honorary Street Names

- An honorary street name is assigned to a street or a street segment, but the street or street segment retains its official name. The honorary street name is indicated on a sign mounted directly below the sign bearing the official street name.
- The PPNC accepts application and fee and considers the naming/renaming request. If the request is approved by the PPNC, it is then sent to the Mayor for consideration. The Mayor considers and may make any recommendation in writing for either approval or rejection. After receiving the Mayor's written recommendation, if any, the matter shall be placed on City Council's agenda with a resolution to approve the honorary name.

Other Public Properties

- The PPNC accepts application and fee and considers the naming/renaming request. If the request is approved by the PPNC, it is then sent to the Mayor for consideration. The Mayor considers and may make any recommendation in writing for either approval or

rejection. After receiving the Mayor's written recommendation, if any, the matter shall be placed on City Council's agenda with a resolution to approve the honorary name.

Appeal Process

The Public Property Naming Committee ("PPNC") will not be exercising judicial functions, and therefore, an appeals process is not warranted.