

BERNALILLO COUNTY

Planning & Development Services
111 Union Square SE, Suite 100
Albuquerque, NM 87102
(505) 314-0350 Fax: (505) 314-0480
www.bernco.gov



PLANNING SECTION

STREET NAME CHANGE

APPLICANT		PHONE
MAILING ADDRESS	CITY	ZIP

AGENT (if applicable)		PHONE
MAILING ADDRESS	CITY	ZIP

EXISTING STREET NAME

PROPOSED STREET NAME

DESCRIPTION OF RIGHT-OF-WAY

ADDITIONAL INFORMATION

I hereby acknowledge that I have read this entire application and affirm that all of the provided information is correct. I agree to comply with the requirements of Bernalillo County and the State of New Mexico as outlined in all applicable laws, ordinances and regulations. I have reviewed and signed the appropriate section of text found on the reverse of this application which is relative to this application.

- Occupant
- Owner
- Agent

Printed Name

Signature

Date

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PLANNING SECTION

STREET NAME CHANGE REQUIREMENTS

Application provisions:

- Street shall be officially named or renamed by procedures established under Bernalillo County Sec. 66-76-66-79.
- The County shall rule on every new or changed name of a street within its jurisdictions. Where a street is or clearly will be both within and outside an incorporated area, the county shall confer with other concerned local governments and seek a mutually satisfactory name.
- The name of a street should be the name of an existing, nearby street, which is essentially in line with it; unless the planning department finds that such name continuation would clearly not be help to motorists searching for an address.
- Any person may apply to be the planning department to change the name of a street segment, which is within the County, but outside the incorporated areas.

The applicant (or agent) should consult with Permitting & Development staff prior to filling an application. The purpose of this meeting is to advise applicant of all relevant facts and criteria.

Applicant Instructions:

1. Submit a completed application along with a petition signed by all owners of record of properties abutting the street segment in question.
2. Requests submitted without all owners' signatures may still proceed, but require a public hearing before the County Planning Commission if protests to the change are filed.
3. The petition must include the name of each owner printed and signed, the address of each property, the legal description and uniform property code number.
4. A Zone Atlas Map showing the location of streets and abutting properties (Zone Atlas Maps available at the Front Counter.)
5. The fee for this process is \$100.00

This request should be sent to:

Planning & Development Services
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Sec. 66-76. Method of naming.

Streets shall be officially named or renamed by:

- (1) A plat dedicating public right-of-way or an unnamed local or collector street, or the continuation of a named principal or minor arterial;
- (2) Action renaming a street pursuant to section 66-79
- (3) Adoption of a surveyed street line; or
- (4) Adoption of a resolution by the board of county commissioners concerning the name of a specific major or minor arterial street.

(Ord. No. 87-18, § 1, 7-7-87)

Sec. 66-77. Intergovernmental cooperation policy.

The county shall rule on every new or changed name of a street within its jurisdiction. Where a street is or clearly will be both within and outside an incorporated area, the county shall confer with other concerned local governments and seek a mutually satisfactory name.

(Ord. No. 87-18, § 2, 7-7-87)

Sec. 66-78. Naming new streets.

(a) *New street designations.*

- (1) New principal and minor arterial streets, as defined by the long range major street plan, shall be designated "boulevard."
- (2) New local and collector streets which run essentially north-south shall be designated "drive" or "street." New local and collector streets which run essentially east-west shall be designated "road" or "avenue." However, see the exceptions in subsections (a)(3) and (a)(4) of this section.
- (3) New local street cul-de-sacs may be designated "court" or "place."
- (4) New local streets which circle back on themselves may be designated "circle."
- (5) When the appropriate street designation according to this subsection (a) is not clear, the county building, zoning, planning department, called the planning department in this article, shall determine the designation.

- (6) Private streets may have a designation, provided the street is depicted on the zoning and assessment maps. The name shall not be in conflict with the name of an existing public or private street.
- (b) *New street names.*
- (1) The name of a new street should be the name of an existing, nearby street which is essentially in line with it, unless the planning department finds that such name continuation would clearly not be helpful to motorists searching for an address.
 - (2) Where subsection (b) (1) of this section does not apply, the following are basic county policies on public and private street naming:
 - a. Alphabetic sequences of street names are desirable.
 - b. Groupings of names of similar subjects such as trees or animal names are desirable.
 - c. Names with double meanings are usually undesirable.
 - d. Names which are difficult to spell or pronounce are usually undesirable.
 - e. Names of over 13 letters and spaces are usually unacceptable (this limit does not apply to the street designation and quadrant).
 - f. Names already in use for streets in the area covered by the long range major street plan are unacceptable unless the existing street is essentially in line with the new street.

(Ord. No. 87-18, § 3, 7-7-87)

Sec. 66-79. Changing names of streets.

- (a) *Procedure.*
- (1) Any person may apply to the planning department to change the name of a street segment which is within the county but outside the incorporated areas.
 - (2) The planning department shall mail letters to the owners of record of all lots adjacent to a street segment which is proposed for name change, informing them of the nature of the proposed change and indicating how a person may file comments. At least 15 days shall be allowed for such comments before a decision is reached. Owner of record means the owner shown in the records of the county assessor.
 - (3) The planning department shall request interested county departments and other agencies, including private utilities and the U.S. Postal Service, to comment on the request.
 - (4) The planning department shall make the decision as to local and collector streets in the following cases:

- a. An application or petition is signed by all owners of record of property abutting the street segment in question; or
- b. No person files a timely written objection to the name change.

(5) In other cases involving local and collector streets, the planning commission shall make the decision at a public hearing.

(6) In cases involving principal or minor arterial streets, the board of county commissioners shall rule on the request.

(7) Every person filing comments or receiving notification pursuant to subsection (a) (2) of this section shall receive written notification of the decision.

(8) If a proposed street name change is both within and outside an incorporated area, the county's decision shall not become final until after the appropriate authorities for the incorporated and unincorporated area rule, and if the incorporated area reaches a decision different than the county, the county decision shall not be final until 15 working days after notice of the reconsidered decision by the previous county decision maker.

(9) Appeal of the planning department's decision is to the planning commission. Appeal of the planning commission's decision is to the board of county commissioners. Appeals shall be filed within 15 working days of the postmark of the letter giving notice of the decision.

(b) *Criteria*

(1) A street name shall be changed only if the decision maker finds that there will be a public benefit which clearly outweighs the public confusion and cost which would be created by the name change.

(2) Continuous principal or minor arterial streets should have the same name throughout the urban area. However, the benefit of this clarity must be weighed against the confusion of changing addresses which are in use.

(c) *Fees.* The board of county commissioners shall set a fee of \$100.00 per name change to cover reasonable administrative expenses based on approximate county costs of reviewing name change proposals, holding public meetings and hearings, and other expenses incidental to the processing of street name change proposals and appeals thereof. Successful applicants may also be charged a fee to cover the cost of street sign replacement. The fee for an appeal of the planning department or planning commission decision shall be \$40.00.

(Ord. No. 87-18, § 4, 7-7-87)