



STREET NAME CHANGE APPLICATION

CITY OF HIGH POINT

211 S. Hamilton St., High Point, NC 27260, Suite 316
Phone 336-883-3151

Please complete and submit the checklist, application, and all necessary supporting documentation. Submitting complete and accurate information at the beginning will result in more efficient processing of your request.

Submittal Requirements

Staff Use	✓ or NA	All requests <u>shall</u> include:
		Enter ✓ or NA in column to the left ✓=Provided
		1 Original Application completed and signed with ink. Please complete the application fully. If you have questions regarding required information contact the Planning and Development Department staff.
		Application Fee - See City of High Point Development Fee Schedule using web-link below: http://www.buildhighpoint.com/35/Fees
		Sign Replacement Cost: ½ of the total sign replacement cost
		Supplemental Information:
		Street Name Petition: The Street Name Change Petition must meet applicable requirements of Section 9-3-20 of the Development Ordinance and of the Street Name and Address Assignment Guidelines and Policies. Please consult the Standards and Practices for Development (Standards and Practices for Streets, pg. 17) for assistance in determining potential new street names. The petition must be signed by at least 66.67% of the number of different property owners affected by the name change. All owners of an individual property, as listed on the current property deed, must sign the petition in order to be counted. The petition is non-binding. Its purpose is to demonstrate support for the proposed name change.
		Sign Replacement Cost: The total sign replacement cost will be determined by the City of High Point Transportation Department. The applicant's portion of the sign replacement cost must be paid no later than 30 days prior to the effective date of the street name change, or the approval will be considered rescinded.
		Application Withdrawal: This application may only be withdrawn by written request from the applicant. If such request is received prior to public notice being given, 50% of the filing fee may be refunded. After public notice is given, an application may only be withdrawn by action of the Planning & Zoning Commission at the scheduled public hearing.
		Hearing Transcripts: The City of High Point does not produce verbatim transcripts of the Planning and Zoning Commission and City Council hearing proceedings. If a verbatim transcript is required, the applicant or party requesting said transcript shall be responsible for arranging, producing and payment of all expenses for the production of said transcript. The City of High Point shall in no manner be responsible for providing a verbatim transcript of public hearings. Signing this application indicates the applicant's understanding and acceptance of this policy.
		Contact Information: If you need assistance or have question regarding this application, please contact us at: Planning and Development Department Development Services Center 211 S. Hamilton St., Suite 316, High Point, NC 27260 Phone: 336-883-3151 Fax: 336-883-8518 Email: permits@highpointnc.gov For more information about street name changes: http://www.buildhighpoint.com/175/Street-Name-Change

GENERAL INFORMATION		
PROJECT INFORMATION (All fields in this section are required)		
Existing Street Name: _____		
Proposed Street Name: _____		
If only a portion of the street is proposed for renaming, please indicate the cross streets, which bound that portion.		
Portion of existing street from: _____		
Portion of existing street to: _____		
APPLICANT INFORMATION (All fields in this section are required)		
Applicant Name: _____		
Applicant Name (second applicant, if any): _____		
Physical Address: _____		
City/State/Zip: _____		
Mailing Address (if different): _____		
City/State/Zip: _____		
Phone: _____ Email (Optional): _____		

PETITION CONTACT PERSON		
**Required*	<p>We, the undersigned property owners, having been informed of the proposal to change the name of our street as noted above, believe that such proposal may have merit and we support the filing of an application to the Planning and Zoning Commission. We understand that the primary purpose of this petition is simply to indicate that a significant level of interest in the proposed street name change exists from those whose property would be affected by the change. We further understand that this petition is non-binding. It does not mandate that the Planning and Zoning Commission hear this proposed street name change, nor does it guarantee if it is heard that it will be approved.</p> <p>Applications will not be accepted without signature(s).</p>	
	Print Applicant Name	Applicant Signature
	Date	
Print Applicant Name (second applicant, if any)	Applicant Signature (second applicant)	Date

STREET NAME CHANGE PETITION SIGNATURE SHEET

This page must be accompanied by pages 1 and 2 when submitted. Please duplicate this page as needed.

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?

Name of Property Owner 1(Print)

Property Owner Signature

Name of Property Owner 2(Print)

Property Owner Signature

Physical Address of Property

STAFF USE ONLY

Parcel Number

Does the owner occupy the property? Yes No

Property adjacent to R/W?