

PRIVATE STREET NAMING PROCEDURES AND STANDARDS

I. PROCEDURES

Determine that the proposed street name complies with the City's street name standards.

- Use 'Street Name Check' tool to identify duplicate street name:
<https://edrc.houstontx.gov/edrc/PSOStreetNameCheck.aspx>

- Compare proposed name against Street Name Standards (Chapter 41-22).

Submit a letter requesting to name a private street to the Director, Planning and Development Department, P.O. Box 1562, Houston, Texas 77251-1562. The following information must be included:

- A written petition signed by at least 51% of the property owners abutting a non-public street to be named.
- A title report certifying that all of the property owners listed on the petition are the current owners of record for property abutting the street.
- A written metes and bounds description of the property occupied by the non-public street or a copy of a recorded plat depicting the non-public street.
- A boundary survey map of the property occupied by the non-public street that:
 - ✓ Has been prepared by an engineer or surveyor;
 - ✓ Shows all engineering and survey data and accurately depicts the location of the non-public street;
 - ✓ Is prepared in conformance with the official survey system described in division 2 of article III of chapter 33 of this Code.
- A check or money order for the application fee made out to the 'City of Houston.' Current fees are published on the City of Houston home page at www.houstontx.gov.

II. STREET NAMING STANDARDS (see also Chapter 41-22)

- The proposed street name must not be a duplicate name of any existing street name in the City or its extraterritorial jurisdiction.
- A new street that is a direct extension of an existing street shall have the same name as the existing street, unless the existing street name is a duplicate street name.
- A non-public street that is a direct extension of a public street or a cul-de-sac shall not have the same name as the public street.

- Street name suffixes must be assigned as follows:
 - ✓ Court, Circle or Loop are reserved for cul-de-sac or loop streets;
 - ✓ Boulevard, Crossing, Crossroad, Expressway, Motorway, Parkway and Speedway are reserved for major thoroughfares or divided streets with at least 2 lanes of traffic in each direction.
 - ✓ Bypass, Highway and Freeway shall be reserved for designated highways or freeways under the jurisdiction of the Texas Department of Transportation.
 - ✓ Avenue, Drive, Road and Street shall be used only to designate major thoroughfares, major collector streets, collector streets or local streets.
 - ✓ Bridge, Fork, Lane, Oval, Passage, Path, Place, Trail and Way shall be used only to designate collector streets or local streets.
 - ✓ Tunnel shall be used only to designate streets that provide underground or underwater passage.
 - ✓ A street name suffix shall not be used as part of the street name.
 - ✓ The abbreviation of a street name suffix shall be consistent with the United States Postal Service postal addressing standards

- A Street name shall not include any typographic characters or symbols.

- Street name prefixes such as North, South, East, and West may be used to clarify the general location of the street. However, such prefixes must be consistent with the existing and established street naming and address numbering system of the general area in which the street is located.

- Alphabetical and numerical street names may not be used except where such street is a direct extension of an existing street and is not a duplicate street name.

- A street shall not intersect with another street more than one time without an intervening name change.

- When a street changes direction by approximately 90 degrees, the street name shall change.

- Proper names are only used for national figures and local elected local officials and must meet the following criteria:
 - ✓ The individual must be deceased;
 - ✓ Major Thoroughfares are reserved for national figures, i.e., Martin Luther King Blvd. and Sgt. Macario Garcia Drive; and
 - ✓ Local Streets may be used for national figures or local elected officials.