

City of Hamilton ~~Local~~ Street Naming:
~~Policies, Guidelines and Procedures~~
(applicable to Public and Private Roads)

(deletions in ~~strike~~through, additions in **bold**)

1) Policies City of Hamilton Pre-approved Street Name List:

- The City of Hamilton shall maintain a list of “RESERVED” **pre-approved** street names for future new developments.
- **Proposed street names are sorted based on geographic location (former municipality, ward, community, neighbourhood, etc.)**
- All pre-approved, held and reserved street names that were specifically submitted by the former municipalities should be used exclusively within that municipality.

~~In the approval of street names the following Council policies shall be adhered to:~~

- ~~a) That the City reserve its right to rename any street, including duplicate street names, in the interest of public safety.~~
- ~~b) That the selection of a street name should generally be in reference to people, groups, places, events and things related to the area, the City, and its citizens, including, but not limited to, native flora, fauna and geographical features. (Note: moved to Municipal Addressing and Street Naming By-law)~~
- ~~c) That the owner/developer/applicant shall give consideration to names of locally important families, war veterans, local heroes or historical places or events of significance. (Note: moved to Municipal Addressing and Street Naming By-law)~~
- ~~d) That names of living persons or companies used for the purpose of advertising shall not be permitted, unless by exception approved by Council. (Note: moved to Municipal Addressing and Street Naming By-law)~~
- ~~e) That in the case that an owner/developer/applicant, after all other considerations, requires a street be named after his/herself or in the essence or derivative of a corporate name; it should be known that any street for these purposes cannot intersect another property owner’s lands or have frontage on municipally owned property.~~
- ~~f) That there shall be no use of awkward, corrupt, discriminatory or derogatory names, in regard to race, sex, colour, creed, political affiliation, or other social factors. (Note: moved to Municipal Addressing and Street Naming By-law)~~



- ~~g) That the Street Naming Policies and Guidelines and Procedures shall apply to both public and private roadways, condominium roadways, where names are deemed necessary by the Director of Development and Real Estate. (Note: moved to title above)~~
- ~~h) That City Council shall approve names on all new collector and arterial roadways, which names shall appear on the draft plan of subdivision submitted to Council for consideration. (Note: modified and moved to sections 2 and 3 below)~~
- ~~i) That the City of Hamilton shall not be responsible or liable for any costs of the owner associated with street name changes. (note: moved to section 5 below)~~

2) Adding a Name to the Pre-approved Street Name List:

- **Applicants shall complete and submit a Street Name Request Form to the Growth Management Division, Planning and Economic Development Department.**
- **Proposed names shall comply with Schedule “B” to the Municipal Addressing and Street Naming By-law - “Criteria for the naming and renaming of Highways, Private Roads and Commemorative Streets”.**
- **Upon receipt of the Street Name Request Form** ~~written request to approve street names,~~ **the proposed name will be reviewed by City staff and circulated to the Ward Councillor for information and comment. If required, the names will** ~~may~~ **be circulated by the Planning and Development Department to all relevant agencies; in particular, the Emergency Services Division (i.e. fire, police & ambulance) for review and comment.**
- **If the proposed names are acceptable to all parties, the City’s Planning and Development Department name will be added to the proposed street names to the City’s pre-approved street name list of reserved/hold street name directory for use by the proponent of the names on the draft plans of subdivision.**
- ~~If the proposed names are not acceptable by any single party, the owner/developer must submit alternative names.~~

3) Local Street Naming Procedure – Public Roads:

- The owner/developer/applicant shall obtain a copy of the **pre-approved street name list** from **Growth Management staff** and **review the Municipal Addressing By-law**



for Street Naming criteria. ~~the “Street Naming Guidelines and Requirements” from the Planning and Development, Development Division for Street Naming Procedure.~~

- Applicants are encouraged to select a street name from the City’s pre-approved street name list. **If there are names on the pre-approved list that have been identified for use within the specific geographic area where the Street / Draft Plan of Subdivision is located, those names should be given first priority for consideration.**
- **If the applicant wishes to use a street name that is not on the pre-approved list, they may submit proposed names for review through the above procedure to add a name to the pre-approved list.**
- **The owner/developer/applicant shall give consideration to names of locally important historical significance.**
- Street extensions should continue with existing street names. Street name type designations shall be in accordance with the table below.
- **For lands within a Draft Plan of Subdivision, the owner/developer/applicant shall submit a written list of proposed street names and their locations shown on a reduced size of (8^{1/2} x 11) copy of the draft plan to the City’s Planning and Development Department, **Growth Management Development** Division, for approval. **Final approval of the proposed street names will occur through Registration of the Draft Plan of Subdivision.****
- **In rare occurrences, streets will be required to be named, or reserved for future naming, outside of, or prior to, the Draft Plan of Subdivision process. In these situations, staff will identify the “reserved” name on the pre-approved street name list. At the appropriate time, the name will be finalized through the passage and registration of a By-law or through the Registration of the Draft Plan of Subdivision, whichever is applicable. The Ward Councillor will be consulted on these street name selections given their assignment outside of the normal development approvals process.**

Street Name Type Designations

The owner/developer/applicant shall have regard to the roadway function, length, and configuration to determine the street type designation.



Street Type Designation	Criterion
Street, Avenue, Road, Boulevard, Drive	Applicable to all major thoroughfares or streets of several blocks in length.
Trail, Way	Applicable to streets which are winding or curved in nature
Terrace, Gardens, Grove, Pathway, Heights	Applicable to minor or short length streets
Lane, Mews	Applicable to all narrow streets generally used for service or private roads
Crescent	Applicable to streets forming a crescent
Circle	Applicable to streets that are circular in nature
Gate	Applicable to short streets that provide entrance to subdivisions
Square	Applicable to streets that form part of a square.
Court, Place, Green	Applicable to streets that form a Cul-de-Sac
Close	Applicable to streets that form a “P” shape with entry from another road
Hill or Rise	Applicable to streets that have a noticeable slope throughout the majority of its length

Note: If the new street is an extension of an existing street which cannot be renumbered, then the use of the following qualifying words are permitted: North, South, East, West, Upper, or Lower

4) Street Naming Procedure – Private Roads:

- **A Private road created through a Draft Plan of Condominium and / or a Site Plan Control Application may or may not be named.**
- **In general, the decision to name a Private road is at the discretion of the developer / applicant. However, in accordance with the Municipal Addressing and Street Naming By-law, the City reserves the right to require a Private road to be named if it is determined necessary to identify locations of buildings or units.**
- **The process for selecting a name for a Private road shall follow the same procedure as outlined for Draft Plan of Subdivision applications.**
- **Final approval of the Private road name requires the passage and registration of a By-law in accordance with the public notice requirements identified in the Municipal Addressing and Street Naming By-law.**



5) Local Street Re-Naming Procedure:

- ~~The Proponent shall make~~ All efforts **shall be made** to avoid changing the name of ~~the a street in question.~~
- ~~The proponent shall consider~~ **A request to** renaming a street **should be made** only when a duplication of the name occurs within the City of Hamilton or when renaming would provide a general improvement to the City's administration of essential services and **is** in the public's interest.
- **To request a street name change**, the Proponent shall submit an application **with a completed Street Name Change Request Form** to the City's Planning and Economic Development Department, ~~Development~~ **Growth Management** Division, for approval.
- **The Street Name Change** ~~renaming~~ Request must include **the following information:**
 - **completed application form;**
 - the proposed street name and location;
 - a sketch of the street and lands to be named;
 - a petition with the name, address and signatures of **a minimum of 80%** of the ~~assessed-registered~~ property owners/residents who reside ~~or own~~ property which ~~fronts~~ **is addressed upon** ~~or is abutting~~ the subject land (**NOTE: a maximum of one signature per property is permitted**); and,
 - a non-refundable processing fee payable to the City of Hamilton.
- **The proposed** street name should be selected from a **the pre-approved street name** list of names maintained by the **Growth Management Division** ~~City's Planning and Development Department~~. **Any proposed names that are not on the pre-approved street name list shall be in accordance with Schedule "B" of the Municipal Addressing and Street Naming By-law.**
- ~~The Proponent shall adhere to the New Street Name Policies, Guidelines, and Requirements for the selection of a street name.~~
- Upon receipt of the **complete Street Name Change Request application** ~~written request~~ and processing fee, the request will be circulated to all relevant **internal and external** agencies; ~~in particular, the Emergency Services Division (i.e. Fire, Ambulance & Police) and Area Senior Project Manager~~ for review and comment. **In**



addition, notice of the proposed Street Name Change shall be provided to all registered owners of property which is addressed upon the subject street.

- The proposed Street Name Change Request will be considered at a Public Meeting of the City's Planning Committee. Staff will provide a staff report with a proposed recommendation. Notice of the Public Meeting will be provided to all registered owners of property which is addressed upon the subject street.

~~The Planning and Development Department shall:~~

- ~~a. Schedule a Public notice in the Hamilton Spectator (20 days prior to a public meeting)~~
 - ~~b. Prepare a staff Report (15 days prior to the meeting to the City's Planning & Economic Development Committee)~~
 - ~~c. Hold a Public Meeting of the City's Planning and Economic Development Committee~~
- Following the public meeting, Council may at its sole discretion pass the necessary By-law to rename the Street, in accordance with the Municipal Addressing and Street Naming By-law. ~~If no one is opposed to the proposed change in street name, the Planning and Economic Development Committee shall forward to Council its recommendations for Consideration.~~
 - The City is not responsible or liable for any costs arising from the Street name change. ~~If the proposed name is not approved by Council, the proponent may submit alternative names.~~

~~2) Guidelines: (note: this criteria has now been moved to the new Addressing and Street Naming By-law Schedule B)~~

~~New street names shall follow the below:~~

- ~~a) That there shall be no re-use of former/discontinued street names.~~
- ~~b) New names must not be identical or similar sounding to any existing street name within the City of Hamilton.~~
- ~~c) Names suggested must not have more than two words with use of no Special Characters, such as hyphens, apostrophes, or dashes.~~
- ~~d) Street extensions should continue with existing street names. (moved to sec 3 above)~~
- ~~e) No new streets shall be begin with the use of "Old" and "New" as a base name.~~



- ~~f) No use of abbreviations, suffixes, numbers or a single letter of the alphabet as a base name in the naming of streets.~~
- ~~g) No use of names with numbers or words difficult to pronounce and spell.~~
- ~~h) Substantiation is required, (Historical/Personal significance) if there is any. (i.e. person's last name)~~
- ~~i) Suggested street names are kept on a list for future use, if needed. These names are to be pre-approved by the City (*duplicate to sec 1 above*).~~
- ~~j) All pre-approved, held and reserved street names that were specifically submitted by the former municipalities should be used exclusively within that municipality. (*moved to sec 1 above*)~~

Approved by City of Hamilton Council on March 9th, 2005

Revised April, 2025

