



City of Yazoo City Application for Street Name Change

****INSTRUCTIONS****

Please complete and return the complete application along with supporting documentation to the City Clerk's Office.

Office Use Only	
Date Filed	
Received By	
Receipt No.	
Status	

Fee Amount Included? \$ _____

The signers of this application ask the Board of Mayor and Aldermen of the City of Yazoo City to approve the following street name change.

CURRENT NAME OF STREET (Include Street, Avenue, etc.): _____
(please print)

PROPOSED NAME OF STREET (Include Street, Avenue, etc.): _____
(please print)

Location of the street to be renamed (provide a general location with addresses or intersecting streets, etc.). A map may be submitted and attached to this application.

Location: _____

The signers further request the street name be changed for the following reason(s) (a separate sheet may be attached):

*Include a biographical sketch of the person for whom the street will be named

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application. Attach a petition to this application signed by all land owners and property tenants, whose address is on the street whose name is proposed to be changed and agree with the proposed change. This would show the Board of Mayor and Aldermen the amount of support this request has.

CONTACT PERSON

Name: _____

Mailing Address: _____ Zip Code: _____ Telephone: _____

E-mail: _____ Fax: _____

*Fees are non-refundable.

NOTE: The Board of Mayor and Aldermen holds regularly scheduled meetings each month (contact the City Clerk's Office for a current schedule). **This application must be delivered to the City Clerk's Office no later than Wednesday at 12:00pm two weeks prior to scheduled board meetings. This application must be complete or it will be returned to the applicant and will not be placed on the agenda.**

Petition for Street Name Change

Current Property Owner's and Tenant's Name(s):

Name(s) of current property owner(s) and tenants, their signatures and their mailing addresses, who agree to changing the name of this street to that listed on the attached application (attach this sheet to the application).

NOTE: It is required that this petition be provided. It provides information to the Board of Mayor and Aldermen showing support for this request. ****Changing a street name requires address changes for all businesses and residences on that street.**

<u>Print Property Owner or Tenant Name:</u>	<u>Address:</u>	<u>Signature:</u>

Checklist for Application to Change Street Name

This checklist is designed to help you make sure that you submit everything that is required for a complete application to change the name of a street within the City of Yazoo City and that you fill out the application form completely.

Applications that are complete and submitted to the City Clerk's Office by 12:00 P.M. on deadline day will be processed for the next scheduled Board of Mayor and Aldermen meeting. Incomplete applications will be rejected and returned to the applicant and not placed on the agenda. Close attention to the checklist will help avoid a delay in your case being heard by the Board of Mayor and Aldermen.

Application form:	
	Have you included the current name of the street you wish to have renamed? And have you included the proposed street name? HINTS: The proposed name cannot duplicate another street name unless it is in line with that other street. The proposed name usually should not closely approximate another street name.
	Have you included the location of the street whose name you wish to have changed? This may include a list of the affected addresses, intersecting street names, a list of the subdivisions through which the street passes, etc. A drawing or copy of a map or subdivision plat will be helpful.
	Have you listed the reason or reasons why you believe the street's name should be changed? You may attach a separate sheet if you need additional space. (Changing a street name requires address changes for all businesses and residences on that street.)
	Have you listed the name, address, telephone and fax numbers of the person who staff can contact with questions?
	Have you attached a petition with the names and addresses of property owners and tenants whose property is addressed on the street you wish to rename and who support this request. This will be helpful for you to know how much support your proposal has. **The name change will have little chance of being approved if many owners or tenants are opposed. Must have 65% of property owners affected by the change to sign.
Application Fee:	
	Have you paid the application fee? Note: An installation fee will be charged for changing of street signage upon Board approval.

Fees:

\$250.00 application fee for processing request

\$150.00 fee for each sign to be changed per each street intersection shall be paid upon approval of any naming or name change of a street or public facility.

****Any costs associated with notice, advertisement, publication and all other fees or costs associated with processing petitioner's application shall be borne by the petitioner.**