



Honorary Street Designation Application

As a means to honor individuals, organizations, entities and events that have had a significant lineage to the City or a significant cultural, historical, or humanitarian impact on the community, the City of Decatur shall establish an Honorary Street Naming Sign program as described below. All honorary street name signs shall comply with the guidelines of this program and honorary street name signs shall not have the effect of changing platted street names or official addresses.

1. Policy:

- Criteria required for an honorary street name designation:
 - Honorary street name designations should be limited to individuals, organizations, entities, and events that either had a significant lineage to the City or had a significant cultural, historical, or humanitarian impact on the City as determined by the Decatur City Council.
 - An honoree must have a geographical relationship to the requested sign location, having either lived or worked or performed other actions or activities in the area deemed to have been important to the City of Decatur.
 - Applicants shall be required to submit an application form to the City of Decatur's Economic & Community Development providing details as to the proposed honoree's lineage or cultural, historical or humanitarian impact on the city and an explanation of the honoree's relationship to the requested honorary street sign location as part of the application process. Individual letters of support are encouraged and should be attached to the application.
 - Applications shall be reviewed by a five (5) member panel consisting of one (1) member of the Decatur City Council, one (1) member from the Economic & Community Development Department, one (1) member from an authorized city neighborhood organization, one (1) member from the Decatur Police Department and one (1) member appointed from the community at large. Applications will be forwarded to the Mayor and Decatur City Council and scheduled for a vote **only upon an affirmative panel recommendation or if a majority of the Decatur City Council calls for it.**
The request will be considered "denied" upon a negative panel recommendation or if the majority of the Decatur City Council does not call for an application to be brought forward within 30 days of said panel recommendation being issued.
 - Current city employees are not eligible for an honorary street naming designation.
 - The City shall cause letters to be sent to residents and/or businesses in the vicinity of the proposed honorary designation in advance notifying them that an honorary

designation has been proposed for their area and that they should continue using the regular street name in all correspondence. The letters would also encourage said residents and/or business owners to contact the city with questions.

- The Decatur City Council will designate a maximum of five (5) honorary streets per year. If there is a street, or portion of a street (except intersecting streets), that has been designated with an honorary street name, no other such name shall be given to the street or section of street. The city shall also have the ultimate authority to determine how many signs shall be placed in an area and how much of the street will be designated with an honorary name.
- Applicant shall be responsible for paying the fee for the production and installation of the sign in the event that the City Council does vote in favor of the designation. The cost is estimated to be about \$250 per sign.

2. Required Submittals:

- This application form must be completed in its entirety and submitted to:
City of Decatur
Economic & Community Development Department
Decatur, IL 62523

3. Applicant Information:

Applicant's Name: _____

Organization/Company: _____

Street Address: _____

Telephone Number: _____

E-mail Address: _____

4. Honorary Street Name Request:

Name of Honoree: _____

Location: _____

Intersecting streets at each end of the one-block length:

5. Criteria:

Please provide a detailed explanation of the criteria that applies to the honoree (Feel free to attach additional sheets if necessary).

- Cultural Impact on the City:

- Historical Impact on the City:

- Humanitarian Impact on the City:

- Significant Lineage to the City:

6. Geographic Location:

Please provide a detailed explanation of the relationship between the requested honorary street location and the honoree's impact on the City.

Signature of Applicant:

Signature

Date