



# Community Development Department - Planning Division

3900 Main Street, Riverside, CA 92522 (951) 826-5371 Fax: (951) 826-5981 www.Riversideca.gov

## Street Name Change

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Occasionally existing street names are confusing, displeasing to property owners on that street, or duplicate another name elsewhere in the city. To rename a street, 51% of the adjacent property owners must agree on the name change. The proposed name must be screened through the Planning Department, to avoid duplication or confusion with an existing street name. All property owners adjacent to the street to be renamed will be notified by mail of the proposed change and have the right to voice their opinion and will have the opportunity to provide written comments or to speak at the Planning Commission public hearing.

**APPLICATION SUBMITTAL:** Applications will be conditionally accepted on the presumption that the information, materials and signatures are complete and accurate. If the application is incomplete or inaccurate, your project may be delayed until corrections or additions are received.

**APPLICATION PROCESSING:** Upon receipt of a complete and accurate application including applicable fees, Planning staff will review your application and prepare a staff report which will be mailed to you approximately one week prior to the City Planning Commission meeting (refer to the City Planning Commission tentative schedule for the approximate date). Extra copies are available from the Planning & Building Department.

**TIME:** The process takes approximately 60-90 days from submittal of a complete application.

**HEARINGS:** The applicant, a representative, or the legal owner should be present at all hearings.

**APPEAL PROCESS:** If your request is denied, or if you disagree with any of the conditions of approval, you have the right to appeal. Appeal information is available from the Planning & Building Department, on the City website or in the final report.

**PLANNING FEES:** See current Fee Schedule (***FILING FEES ARE GENERALLY NOT REFUNDABLE***)

**REQUIRED ITEMS FOR FILING** (The following checklist gives you the requirements for application):

- One (1) copy of the completed General Application form.
- One (1) copy of all graphics reduced to an 8-½ x 11 inch size.

*See Instructions for the Preparation of Reduced Graphics (attached) for the acceptable types of graphic reductions.*