



Honorary Street Naming Dedication Policy

The honorary street sign dedication program enables the city to commemorate individuals who have made significant contributions to the community and humanity. These memorials celebrate citizens without imposing substantial burdens associated with modification to the Official Street Map of the City. These honorary street names are meant to commemorate the honoree and do not replace the official street name or require re-addressing of the street.

Restrictions

The potential honoree must:

1. Have made a demonstrable and significant positive impact on the community or contributed to the cultural, economic, educational, intellectual, political, or scientific vitality of the community or have made an extraordinary contribution in the service of humanity;
2. Must be an individual; and
3. Must have resided in the City for at least 35 years and reside in the City at the time of application.
4. Must be a registered voter in Romulus.

The City council shall consider the honorary street naming dedication at a Council meeting. A decision to adopt an honorary street name based on the criteria in this section shall be effectuated through adoption of a resolution. The honorary name shall be for a period of 12 months and may not be renewed for subsequent years. The City will seek approval from the County for all recipients who reside on a County Road.

All applications will be available at City Hall and on the City Website from the first Monday in April and due no later than 4pm on the first Monday of May. All applications must be placed on an agenda for consideration by the third City Council meeting held in June by the Clerk's Office. A maximum of 5 applications will be approved annually. All approved signs will be installed by the Department of Public works no later than last full business week of July and taken down no later than the last full business day of July the following year.

All signs must be picked up by the applicant by the last business day of the first week in August at the Romulus Department of Public works located at 12600 Wayne Rd. between the hours of 8 a.m. – 4 p.m. Monday through Friday.

The City of Romulus will seek donations from individuals, corporations and foundations for the costs but if funds are not available, applicants are responsible for all costs associated with the fabrication, installation, and maintenance of honorary street dedication signs, to be paid upon approval of the



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application by Council at the City Treasurer's Office. Only upon receipt of costs in full will the signage be created and installed by the Department of Public Works.

Following removal of the sign the City will also maintain a plaque in the public area of City Hall that will list all recipients of the Honorary Street Name Dedications. Honorary plaques will be updated annually in the calendar year the honorary sign is removed in the first week of August.

Fees

In addition to the cost of the sign, there is a non-refundable \$25.00 application fee. Applicants must complete an application form provided by the City and pay the filing fee upon filing the application made payable to the City of Romulus.



Honorary Street Naming Dedication Application

1. APPLICANT INFORMATION

***Please print clearly**

Applicants Name: _____

Street Address: _____

Relationship to nominee: _____

Telephone: _____ E-mail: _____

2. HONORARY NAME REQUEST

NAME OF HONOREE (PLEASE PRINT):

(As it would appear on the Street Name Sign)

LOCATION OF PROPOSED SIGN (MUST BE A CITY LOCAL STREET WHERE THE HONOREE LIVED):

INTERSECTING STREETS AT EACH END OF THE ONE BLOCK AREA:

YEARS NOMINEE HAS RESIDED IN ROMULUS (MUST BE A MINIMUM OF 35 YEARS total) _____

Please list the City addresses the nominee has resided:



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Please check all that apply to the honoree and include a brief explanation for each of the applicable criteria. (Use additional pages if necessary)

_____ (Check Here) Significant Contribution to the City:

_____ (Check Here) Historical Impact or Service to the City (ties to the City):

_____ (Check Here) Humanitarian Efforts or other:

3. SUBMIT APPLICATION AND FEE:

My application consists of the following items necessary for a complete application. Please check:

- Completed Application Form, plus a \$25 fee (make checks payable to "City of Romulus" and submit to the City Clerk's Office), City of Romulus, 11111 Wayne Road, Romulus, MI 48174

Signature of Applicant: _____ Date: _____



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OFFICE USE ONLY:

Application approved by Clerk's Office: _____

Location approved by DPW: _____

Application approved by Chief of Police: _____

Application approved by Mayor: _____

Date approve by City Council: _____

Resolution Number: _____

Date sign to be installed by: _____

Date sign to be removed by: _____

Sign Installation fee of \$25.00 paid to Treasurer's Office.

Receipt #: _____

Date: _____