	TOWN OF CARMAN	POLICY NO. 004
	ADOPTED BY: Resolution No. 188	Last Updated: December 2023
	DATE: December 14th, 2023	Page: 1 of 2
	TITLE: Road and Street Names Policy	Department: Administration & Public Works

PURPOSE: The purpose of this policy shall be to establish the regulations for the naming of the Municipal streets and roads within the boundaries of the Town of Carman.

RATIONALE: To establish a structured system for the creation, maintenance and naming of streets and roads within the Town of Carman.

POLICY STATEMENT: From time to Time the Town receives requests from residents requesting road signs, and re-naming of streets and roads. This policy will ensure consistency and fairness when handling sign requests.

Council acknowledges the wide variety of signs and uses that they may serve. While some signs will be paid for by The Town, other signs are to be paid for by the benefiting/requesting property owner.

DEFINITIONS:

Road –A thoroughfare, route or way on land between two places that has been paved, graveled dirt or otherwise improved to allow travel by some conveyance, including a horse, cart, bicycle, or motor vehicle. Road shall also include, street, road, lane, boulevard, avenue, way, path, as determined by Council.

ADMINISTRATION AND PROCEDURES:

Regulatory Signs: (stop signs, yield signs, reduced speed signs)

Appropriate signs will be installed at the locations as deemed necessary by the Town. The Town will endeavor to ensure the necessary signage is in place to ensure motorists are informed of possible dangerous situations. Resident requests for regulatory signs will be forwarded to Council for review and consideration. Regulatory signs if approved must be passed by By-Law.

Warning Signs: (dead end road, narrow road, no thru road, T-intersection, rail tracks)

Appropriate signs will be installed at the locations as deemed necessary by the Town. The Town will endeavor to ensure the necessary signage is in place to ensure motorists are informed of possibly dangerous situations. Resident requests for warning signs will be forwarded to Council for review & consideration. Warning signs

if approved must be passed by By-Law, unless temporary they must be approved by the Public Works Director or CAO as per the Traffic Signs By-Law.

Construction Signs: (Municipal Public Works construction only)

Appropriate signs will be installed at the locations as deemed necessary by the Town. The Town will endeavor to ensure the necessary signage is in place to ensure motorists are informed of possibly dangerous situations. This relates to Town of Carman Public Works construction only. Private contractor signage is the responsibility of the contractor. Temporary signs must be approved by the Public Works Director or the CAO.

Street Name Signs

Street name signs will be installed at intersections and end of streets throughout the Town. The standard for the assignment of names for streets and roads shall be as outlined in the Province of Manitoba Civic Addressing Standard.

Personalized Road Names

Existing personalized road names are permitted to remain posted, however will not be replaced/repainted by the Town. New personalized road names that request to change civic addressing will not be permitted. Road names proposed by developers may be considered by Council, which will then decide on the name(s) to be used.

The Town of Carman Council may consider adding/changing a street name by the request of a resident(s) to an already existing street for recognition purposes. The applicant shall state the reason for the name addition/change and provide to the Council of the Town written justification for the use of the name. The applicant will also be responsible to undertake any research and prepare any historical or other justification with the request. The Council retains the right to approve/deny or make changes.

Civic Address Signs


Each residential/commercial property will be required to post a civic address sign on their building.

Replacement signage (fading, vandalism, breakage, theft)

In situations where a previously authorized sign existed and requires replacement, the Municipal Public Works department is authorized to take the necessary action to replace the sign in a timely manner.

Sign requests will be reviewed by Council with the following factors taken into consideration: (not limited to) topography, speed of traffic, type of traffic, volume of traffic, blind spots, visibility, concentration of residences, type of road, previous incidents and any other factors that Council may determine applicable.

All signage is to be installed by The Town unless otherwise approved by the Public Works Director or the CAO.

	TOWN OF CARMAN	POLICY NO. 004
	DATE PASSED: December 14th 2023	Page: 1
	TITLE: Road and Street Names Policy Name Change Application	Department: Administration & Public Works

The Town of Carman assignment of Road and Street Names Policy has been developed by Council to establish a structured system for the creation, maintenance, and naming of streets and roads within the Town of Carman.

PROCEDURE:

- 1) A name is proposed by the completion of the Town of Carman Street Names Policy Change/Addition Request Form.
- 2) The completed Form is submitted to the CAO of the Town of Carman.
- 3) The name is reviewed by the Council of the Town of Carman, taking into consideration already available street names and any other considerations of Council, and the application merit.
- 4) The Council of the Town of Carman shall be responsible for the assignment, by resolution, of names for all streets and roads within the Town of Carman.

Applicant Information:

Name: _____ Phone No. _____

Mailing Address: _____

Email Address: _____

Street/Road Name Request: _____

Legal Description of the Street/Road: _____

Justification/Historical Data: (Please attach to application)

I/We wish to propose the following name _____ for consideration to change/add the name on the street/road legally described as _____ within the Town of Carman. I understand that the Council May approve or reject my application.

Date: _____

Signature: _____ Print: _____