



# Geographic Information Services

A Division of Information Technology  
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NUMBER _____
APPROVED _____ (Office Use Only)

## Road Name Application for New Subdivision / Shopping Center (or single property owner for street or streets)

Name of Subdivision:

Parcel PIN# or REID#:

Intersecting Road Name:

Jurisdiction (check one):  Wake County (outside municipal ETJ)  Municipality \_\_\_\_\_

Applicant (check one):  Property Owner  Other (please specify) \_\_\_\_\_

Name of Applicant:

Address:

Telephone number: (V)  (FAX)

Email Address:

**NOTICE:** Wake County Signs and Graphics will fabricate and install road signs on roads in the un-incorporated areas of Wake County. For newly constructed roads please call 919-856-6210 when you are ready for street signs to be installed. This will typically be when the new road has been paved and/or prior to the issuance of any building permits for a structure on that road. Please allow **four (4) to six (6) weeks** for road signs to be fabricated and installed when requested. **Wake County Signs and Graphics must approve any road name sign not provided by Wake County, and a release form must be signed prior to installation. Call 919-870-4040 to obtain the release form.**

**Failure to record and notify property owners of the street name spelling exactly as it was approved on this application, including street type designation, may conflict with the 9-1-1 system and could cause undue delays in emergency response as well as in activating telephone service.**

Signature of Applicant:

Number of Roads Planned: . List the desired road names in order of preference. See page 3 for guidelines in selecting road names. You may use a copy of this page if more than 19 street names are required.

Approved (Office Use Only)	Street Name (1 <sup>st</sup> word)	Street Name (use if two words)	Street Type Suffix
<i>N/A</i>	<i>OAKWOOD</i>		<i>DRIVE</i>
<i>N/A</i>	<i>OAK</i>	<i>WOOD</i>	<i>DRIVE</i>
	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		
	11.		
	12.		
	13.		
	14.		
	15.		
	16.		
	17.		
	18.		
	19.		

# REQUIREMENTS

## SELECTING ROAD NAMES

Every road planned must be named. Rarely will all names submitted be approved. For that reason, it is suggested that you submit twice as many names as there are roads planned. LIST PRIORITY NAMES FIRST.

Staff will determine whether the names submitted on page 2 are acceptable. Pay careful attention to the following guidelines:

- A. Names of individuals are not allowed in the Wake County Jurisdiction.
- B. Directionals and numbers are not allowed e.g., North Star Ln; Four Corners Dr.
- C. Punctuation is not allowed e.g., periods, hyphens, apostrophes.
- D. All names must have an acceptable type e.g., Road, Lane, Path.
- E. Double street types are not allowed: e.g., Deer Path Lane.
- F. Names must be easy to pronounce and should have a positive connotation.
- G. Names duplicating or sounding similar to existing names will be rejected.
- H. If a street name exists, a name using a different street type will not be approved: e.g., Pine St, ~~Pine Ct.~~
- I. Limit entire name to 13 characters in length, due to sign-space limitations. Don't count spaces or street types.

It is important to utilize road names exactly as approved. Remember spelling, suffixes and whether names are 1 or 2 words. Consistency is the key throughout the entire process.

## VICINITY MAP

A vicinity map must be included with this application to properly locate the affected parcels and the number of street names needed. **If a map is not included, the application will be delayed until it is received.**

## DEVELOPMENT PLANS

Approved road names must be placed on all development plans (whether subdivision or site plan) prior to construction plat approval. Only plans reflecting approved road names placed on the streets they represent will receive final approval. A copy of the approved application will be returned to you indicating the names accepted. **Please allow two weeks for approval.**

## OFFICE USE ONLY

GIS certifies that \_\_\_\_\_ names indicated with "Yes" on page 2 are approved. **Please disregard all other names.**

COMMENTS:

\_\_\_\_\_

ZIP CODE \_\_\_\_\_

ADJACENT COUNTY \_\_\_\_\_

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_