

tell us your NAME

Everyone is encouraged to suggest names for addition to the Names Master List. The Names Master List is a list of all previously screened and approved name suggestions for future naming or re-naming of streets, parks and other civic properties.

New names are frequently submitted for consideration by developers, the City of Saskatoon Land Branch, other civic departments and the general public. In an effort to ensure that names are suitably assigned, the City of Saskatoon has adopted a policy for evaluating and selecting names.

All name submissions will follow the same selection procedure. If you have a name that you would like to have considered in the future; or believe that an existing street, park or other civic property should be renamed, please submit an application form to the City of Saskatoon.

naming GUIDELINES

When submitting a Naming Application Form to the City of Saskatoon it is important to know what the Naming Advisory Committee will look for in your submission. New name submissions are evaluated based on, but not limited to, the following criteria:

- Outstanding contribution to the City of Saskatoon by an individual from the public at large in any of the following ways:
 - A person who has demonstrated excellence, courage, or exceptional dedication to service in

ways that bring special credit to the City of Saskatoon, Province of Saskatchewan, or Canada.

- A person who has volunteered significant amounts of time, efforts, and/or resources to support community services or humanitarian causes.
 - A person who has risked his or her life to save or protect others.
 - A person who has achieved a deed or activity in an outstanding professional manner or of an uncommonly high standard that brings considerable benefit to the City of Saskatoon, Province of Saskatchewan or Canada.
- Former City of Saskatoon Department Heads, City Managers, Fire Chiefs, or other elected officials.
 - Historical names celebrating an historical event or figure.
 - Names which recognize the flora and fauna or the geographical or topographical features of the local area.

Names are selected by the Mayor from the Names Master List for use in consideration of, but not limited to, the following guidelines:

- Ease of identification and avoidance of confusion for the public.
- Consistency in the theme of an area.
- Purpose of facility and logical connection to the name.
- For the naming of fire halls, any former Fire Chief of the City of Saskatoon, serving a minimum of five years.
- For the naming of electrical substations, any former Electrical Distribution Department Head.
- An external party may become a title sponsor (namesake) of a future or existing facility in recognition for its funds, goods and service support, as set out in Council Policy C09-028, "Sponsorship"

naming advisory

COMMITTEE

The role of the Naming Advisory Committee is to screen suggestions for adding names to the Names Master List and naming or re-naming a municipally-controlled property. The Committee recommends support or non-support of the request to City Council.

The Committee Members include a variety of individuals who serve the best interests of our City:

City of Saskatoon

One member each from Planning and Development Branch, Leisure Services Branch, and the Heritage Coordinator.

City Council

The Mayor and two City Council Members who are appointed by the Mayor.



For additional information on naming or re-naming a street, park or civic controlled property, please contact the Planning and Development Branch.

**222-3rd Avenue North
Saskatoon, SK
S7K 0J5
PH: 306-975-3340
FX: 306-975-3185
www.saskatoon.ca**

naming SASKATOON streets, parks & civic properties



the PROCESS

General Name Request

Suggestion

Submit Application Form to Planning and Development Branch to request that a name be added to the Names Master List.

Screening

Naming Advisory Committee reviews naming request in accordance with Council guidelines.

Recommendations

Naming Advisory Committee recommends to City Council the support or non-support for adding the name to the Names Master List.

Approval

City Council approves or rejects adding names to the Names Master List.

Requests

Requests to assign a name from the Names Master List are made to Planning and Development Branch by Developers, Land Branch, or other Civic Departments.

Selection

Requests to assign a name from the Names Master List are forwarded to the Mayor’s Office who selects a name from the Names Master List.

Notification

The Mayor notifies applicant and affected others that the name has been selected for use.

Specific Naming Request

Screening

Naming Advisory Committee reviews naming request in accordance with Council guidelines.

Recommendations

Naming Advisory Committee recommends to City Council the support or non-support for the naming request.

Approval

City Council approves or rejects naming request.

Notification

The Mayor notifies applicant and affected others of City Council’s decision.

Re-Naming Request

Consult

The applicant is required to consult property owners affected by the proposed re-naming. Please contact the Planning and Development Branch to determine the consultation requirements.

Suggestion

Submit Application Form to Planning and Development Branch to re-name a specific municipally-owned property. Include written comments from affected property owners.

Comments

Planning and Development Branch contacts all affected civic departments, community associations, property owners, etc. to gather comments and estimate costs.

Screening

Naming Advisory Committee reviews re-naming request in accordance with Council guidelines.

Recommendations

Naming Advisory Committee recommends to City Council the support or non-support for the re-naming request.

Approval

City Council approves or rejects re-naming request.

Notification

The Mayor notifies applicant and affected others of City Council’s decision.

APPLICATION FORM To Name Streets, Parks & Civic Properties

Please complete the attached application form for all new name submissions and requests for re-naming a street, park, or other civic properties.

Name: _____

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone: _____ E-mail: _____

☐ New Name Submission ☐ Re-naming Request

Requested Name(s) (please print)

Requested Use of Name

☐ Street ☐ Park ☐ Municipal Facility
☐ Neighbourhood ☐ Other ☐ Any of the Above
☐ Suburban Development Areas

If this is a request for renaming an existing location, please indicate the current name:

PLEASE INCLUDE THE FOLLOWING INFORMATION AS PART OF YOUR APPLICATION
(Indicate which items are attached to the application form)

1. **Background Information** (Reason for request)
2. **Short Biography** (Given name, date of birth/death, place of birth, contributions, awards, achievements, or other relevant information)

Do you wish to speak to the Naming Advisory Committee? ☐ YES ☐ NO

Please send the completed application form to:

City of Saskatoon Naming Advisory Committee
Community Services Department, Planning and Development Branch
222-3rd Avenue North
Saskatoon, SK
S7K 0J5