

# **City of McHenry**

## **Honorary Street Sign Policy and Application**

### **POLICY**

The City of McHenry has established a policy with a review process and criteria for review for the administration of requests for honorary street signs in the City. Listed below are the review process and criteria for review for this program. There is no fee associated with this program and street names will be displayed in perpetuity. No more than three (3) honorary designations shall be awarded in the City per calendar year.

### **PURPOSE OF PROGRAM**

The Honorary Street Sign Program provides citizens of the City of McHenry with an opportunity to honor people and/or family members who have made significant contributions to the City. The program is administered by the Mayor's office through the Administration Department. All supporting documentation is required at time of application submittal. Upon the Mayor's recommendation, the application will be brought to the City Council for consideration.

### **REVIEW PROCESS**

1. Applicant completes attached Honorary Street Designation Application.
2. Application is reviewed by the Mayor who makes a recommendation to the full City Council.
3. Request is considered by the City Council and if found acceptable, a formal resolution is passed designating a street or a portion thereof an honorary street.

### **CRITERIA FOR REVIEW**

1. Historical and/or cultural influence of the applicant on the City.
2. Proof of significant lineage to the City.
3. Clear geographical relationship of street to the area of interest of applicant.
4. Known to be of good moral character.
5. Clearly defined community or public contribution made by the honoree.

*Please complete the application below and return it to the City's Administration Department:*

**APPLICANT NAME:** \_\_\_\_\_

**PHONE NO.:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_

**NAME OF HONOREE:** (as it would appear on sign) \_\_\_\_\_

**EXISTING STREET NAME:** \_\_\_\_\_

**REQUESTED SIGN LOCATION (intersection):** \_\_\_\_\_

**CRITERIA FOR DESIGNATION**

**PLEASE COMPLETE THE FOLLOWING CRITERIA, WHICH ARE USED IN THE EVALUATION FOR EACH REQUEST FOR AN HONORARY STREET SIGN. USE ADDITIONAL PAPER IF REQUIRED. IN ADDITION, HONOREE MUST BE OF GOOD MORAL CHARACTER.**

**HISTORICAL AND/OR CULTURAL INFLUENCE OF THE HONOREE ON THE CITY:**

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**PROVIDE PROOF OF SIGNIFICANT LINEAGE OR FAMILY TIES TO THE CITY:**

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**ESTABLISH CLEAR GEOGRAPHICAL RELATIONSHIP OF STREET TO THE AREA OF INTEREST OF THE APPLICANT:**

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**CLEARLY DEFINED COMMUNITY OR PUBLIC CONTRIBUTION MADE BY THE HONOREE.**

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