

POLICY GUIDELINES – STREET NAMING AND NUMBERING
(1ST OCTOBER 2011)

Street Naming:

Broxbourne Borough Council is the Street Naming and Numbering Authority and is the only Authority which can create or change addresses within the Borough of Broxbourne under the Public Health Act, 1925.

On submission of an application for street naming, the Royal Mail will be consulted on the proposed name(s). Developers' suggestions should aim either to reflect the identity of the local area or have a local context. The Borough Council will seek to approve any proposal of names that are appropriate to the local area where possible.

Streets etc will not be named after Developers or Companies, which is a form of advertising. The Council will not usually adopt any unofficial "marketing" titles used by Developers in the sale of new Properties.

The use of similar sounding names will be avoided within a postal area.

Key Principles:

- New street names should not duplicate any similar name already in use in the borough or neighbouring areas. A variation in the suffix word, e.g. "road", "street", "avenue" etc will not be accepted as a sufficient reason to duplicate a name.
- Street names should not be difficult to pronounce or spell. Building and street names should not begin with the word "The". (Unless deemed appropriate)
- The numbering sequence for what ever reason will be refused.
- For named blocks, the following suffixes should be used;

Lodge	
Apartments	
Mansions	
House	
Court	For residential properties only
Point	High block residential only
Tower	High block offices or residential
Heights	High block offices or residential

- All new pedestrian ways should end with one of the following;

Walk
Path
Way

- The following suffixes for roads are acceptable;

Street	For any thoroughfare
Road	For any thoroughfare
Way	For major roads
Avenue	For residential roads
Drive	For residential roads
Grove	For residential roads
Lane	For residential roads
Gardens	For residential roads
Place	For residential roads
Crescent	For crescent shaped roads only
Close	For cul-de-sacs only
Square	For a square only

The use of “North”, “East”, “West” or “South” (as in Acacia Road South) is only acceptable where the road is continuous and passes over a major junction.

Exceptions:

Private houses should not repeat the name of the road or that of any other house or building in the same postcode area. However, if it is a (new) small scale development of up to 6 properties, may be allowed, provided no objection is raised by the Council or Royal Mail.

No street be named after a living person. The use of a name which relates to a person who is deceased be allowed provided that appropriate authorisation is obtained from the family before nominations are made (not required for persons deceased over fifty years) and either surnames or full names (first name and surname) be used. A commonly used first name may be adopted if deemed appropriate.

For small blocks of flats it is usual to give a street number to each dwelling but when there are insufficient street numbers available because of existing developments, the block will be numbered in the street (and possibly named as well). If an existing dwelling is demolished the block will retain the postal number and followed by the prefix letter A, B, C etc.

Criteria for Numbering of Buildings:

- A new street should be numbered with even numbers on one side (normally the right approaching from the town centre) and odd numbers on the other. The exception to this is for cul-de-sacs which may be numbered consecutively in a clockwise direction.

It is proposed that all numbers, including 13, 7 and 4 must be used in the proper sequence.

Renaming or Renumbering Streets/Buildings

The Authority will usually try to avoid renaming/renumbering existing streets and buildings unless the benefits clearly outweigh the obvious disadvantages (e.g. in the interest of health and safety – Emergency Services). All properties affected by a proposal would be consulted, and such a proposal would not come to fruition unless at least two thirds were in favour or there was an overriding requirement from the Emergency Services. Royal Mail would also be consulted.