

CITY OF RUSK
ROAD NAMING/RENAMING POLICY

Road Naming Process – For the purpose of this section, the term “served by a road” shall include right of use, whether or not a property actually uses such road. Any new road or existing unnamed road, public or private, shall require road name approval by Rusk City Council.

- A. In the case of plats, proposed names should be specified on the final plat map. The City of Rusk must review and approve the final plat. A developer may contact the City of Rusk prior to submission to determine the viability of proposed names. Road names may be reserved during the preliminary plan or plat review process by a written request to the City of Rusk. Names shall be reserved unless the project is disapproved, abandoned, or otherwise voided.
- B. In the case of other new roads or unnamed roads, participation in road naming shall be limited to those who own property served by the road in question. Where the road serves several properties, the landowners shall be given the opportunity to propose the name. In the event that there is no participation from the landowners, the City of Rusk shall name the road in accordance with city procedures. A request to officially name a road must be submitted, in writing, to the Rusk City Council. The petition shall include the following information:
 - 1. A description of the road’s location, giving the direction and exact distance from the nearest intersection of two public roads.
 - 2. A list of all landowners having property served by the road in question, together with certification that all such landowners have been notified of the proposed name.
 - 3. Signatures of landowners representing 75 percent or more of parcels served by the road in agreement on a common road name.
 - 4. The petitioner shall pay a fee of \$5 per property owner affected by any renaming.The petition must be reviewed by and approved by the City of Rusk prior to submission to the Rusk City Council.
- C. Request to rename existing named streets shall be filed and considered in the same manner as set forth in paragraph “B” of this section.
- D. Where duplicate names exist, the road serving the largest number of improved properties shall retain its name. The other road(s) shall be renamed. The City of Rusk shall suggest new names to the affected property owners, and the name receiving the largest degree of property owner support shall be submitted to the Rusk City Council for approval.

The Rusk City Council shall give due consideration to any and all such requests, only after all requirements set forth previously are met.

Posting Address Numbers – All residential property owners and owners of commercial and industrial property shall obtain their assigned street address number from ETCOG and shall post the assigned numbers in accordance with the following guidelines.

- A. Street address numbers shall be displayed at the primary access entrance on a mailbox, post, fence, or other suitable location that is easily discernible from the public road providing access to the property. If the structure is 100 feet or less from the road and the entrance door of the structure is clearly visible from the road, address numbers shall be displayed above or at the side of the main entrance door in a manner that is clearly visible from the road upon which it is numbered.

CITY OF RUSK
ROAD NAMING/RENAMING POLICY

- B. The property owner shall use Arabic numerals to post their property. Roman numerals, script numerals, and other types of numerals shall not be used for the structure numbering system required by these guidelines.
- C. The numerals displayed shall be at least four inches in height on a contrasting background (dark figures over a light background or light figures over a dark background).
- D. On corner lots, the street address number shall only be displayed to face the street upon which the property is numbered.
- E. Any numbers previously displayed which could be confused with or mistaken for the assigned street address number shall be removed from the mailbox or property.
- F. Numbers shall be properly maintained by the property owner to ensure that they are clearly discernible from the roadway upon which the property is numbered.
- G. It shall be the duty of each property owner assigned a property number to comply with these guidelines within 30 days of habitation.
- H. Display of address numbers for multi-tenant structures and multi-building complexes shall be as follows:
 - 1. If a building is divided into multiple units with separate entrances, and each unit has been assigned an individual number, then each unit number shall be displayed on or next to the main doorway.
 - 2. The address range of all individual unit numbers within a multi-unit building shall be displayed in a manner that is clearly visible from the road upon which the units are numbered. If more than one building shares access, then the address range shall also be displayed on each building.

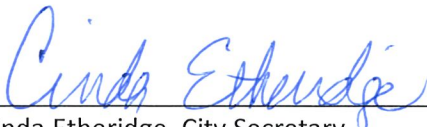
Responsibility for Signing – The City of Rusk is not responsible if the street address number is not posted or not visible from the street or road or if an emergency call cannot be located by emergency service personnel due to lack of posting or visibility of street address numbers from the road providing access to the property.

PASSED and APPROVED on May 11, 2023.



Ben Middlebrooks, Mayor
City of Rusk

Attest:



Cinda Etheridge, City Secretary
City of Rusk