



STREET NAME CHANGE INFORMATION CHECKLIST

Please prepare the following information and submit with your street name change petition:

- Submit a completed **Street Name Change Petition** with signatures of all surrounding property owners that support the proposed street name change. Be sure to also identify and contact all property owners that front on the street being renamed. You may obtain signatures of approval by door-to-door canvassing or by sending your petition to each property owner by certified U.S. Mail. Petitions that are not supported by the local neighborhood and surrounding property owners are discouraged.
- Clearly identify the location and cross streets that bound the street being renamed. Submit a map and accompanying text description that identifies the geographical extent of the proposed street name change.
- It is very important to contact all property owners that would be impacted by a street name change. Property ownership information and complete assessor descriptions are available from the Los Angeles County Assessor. The Assessor's public information phone number is (213) 974-3481. In collecting petition signatures be sure to send a letter to owners of vacant lots or vacated property that front on the street proposed for name change. **When submitting your completed Petition signatures to the County Street Naming Committee include two copies of gummed mailing labels and assessor match list identifying all property owners that front on the street being renamed.**
- Check with local historical society and library to identify the significance that the existing name may have in the area's history.
- Check with any local homeowners associations, township councils or active community interest groups. Obtain their input and request a letter of support.
- Check with any locally-owned businesses, churches or schools that would be impacted by the name change and obtain letters of support.
- Street name changes that would be confusing to local commuters and the public are discouraged.
- Street name changes that would be confusing to local emergency responders are discouraged.
- Street name changes that would confuse postal delivery are discouraged.
- If the proposed street name change ends at or near a city boundary line, obtain a letter from the adjacent city(ies) indicating their position on the proposed name change.

If you have any questions, please contact Street Name Chairperson Todd Zagurski at (213) 974-6395.