Instructions for Filing a Street Name Application (Section 22-8, ROH)

(New street name or to change an existing street name.)
(Applicant: Can either be a property owner of the street, owner of a lot fronting the street or a public agency.)

Street names including nomenclature and markings shall not exceed 18 spaces.

1. **Drawings/Plans**
   a. Plan of street layout, existing streets and their names surrounding the proposed streets to be named.

2. **Written Information**
   a. The proposed street names and their meaning in English. The applicant may request the Director of Planning and Permitting to choose the names. Street names shall conform to the following:
      (1) Hawaiian names, words or phrases with appropriate diacritical marks and selected with a view to the appropriateness of the name to historic, cultural, scenic or topographic features to the area.
      (2) Not duplicate existing street names in sound or spelling.
      (3) Continuous street shall bear the same name throughout.
      (4) Streets shall be entitled to a name only if it is a legally defined right-of-way by lot or easement, has an 18-foot minimum right-of-way and is paved and serves two or more lots or units.

   b. To change an existing street name, the following must be provided:
      (1) The reason for the change.
      (2) The names and addresses of all property owners fronting the street.
      (3) Documentation that notices of the proposed name change have been circulated to all property owners and residents (homeowner’s association) and a poll taken to determine their desires to the proposal. (The majority must approve.)
      (4) Signatures of all property owners and residents approving the name change including the Fire and Police Departments and the Post Office.

**NOTE:** To avoid delays, please supply all the required information.

For information on how to complete your application, please call the Subdivision Branch at 768-8100.

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*stnminst.sdd*

*update: 2/18/93, 2/28/00, 7/14/08*