
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRAD MERKEL, DIRECTOR OF PUBLIC WORKS
SUBJECT: DISCUSSION: HONORARY STREET SIGN PROGRAM
AGENDA: JULY 18, 2023 REGULAR BOARD MEETING
DATE: JULY 6, 2023

ISSUE

Should the Village Board establish an Honorary Street Sign Ordinance.

DISCUSSION

President Konen requested that staff investigate creating an Honorary Street Sign Program. Staff reviewed several other communities that have similar programs and would like to mirror the City of Elgin's Program. Village Attorney Laura Julien reviewed the Elgin Program and offered suggestions. Staff would like feedback on the following from the Village Board:

1. How long will the signs be displayed (Elgin displays for 20 years)?
2. Total cap on signs per year/overall (Staff recommends 6 a year)?
3. Does the person have to be deceased?
4. Should the Village cover the cost of the sign?

I have attached a copy of the City of Elgin's Program and Application for review and discussion.

COST

The estimated cost of the project is based on how many signs we complete in a year; however, the typical sign cost would be approximately \$150.

RECOMMENDATION

The Village Board Discuss the Honorary Street Sign Program.

Honorary Street Name Dedication

The Honorary Street Name Dedication Program allows residents the opportunity to honor those that have made significant contributions to the city. Once approved, the sign will be displayed for twenty years. The City Council will provide final approval for street name dedications. A complete application, sign, and installation fee of \$110 and the signature of a City Council member should be submitted for consideration.

Application

Persons or organizations proposing an honorary street name for a street located within the city shall complete and submit an application to the city clerk. An application proposing an honorary street name shall include the following:

- The signature of a member of the city council endorsing the application and the proposed honorary street name.
- A petition signed by not less than two-thirds (2/3) of the owners abutting the street proposed for the honorary street name stating the property owners' support for the proposed honorary street name.
- A statement explaining how the individual proposed to be honored with an honorary street name qualifies under the guidelines and standards.

You can access the application [here](#).

Guidelines

Honorary street names shall meet the following standards:

- The individual proposed to be honored with an honorary street name must have resided or worked in Elgin during their lifetime and must have made significant and long-term contributions through cultural, humanitarian, historic or military achievement.
- There shall be a clear geographical relationship to the street and the nominee.
- The location for honorary street names shall be restricted to nonarterial streets.
- The proposed honorary street name shall not duplicate any existing name or be similar either phonetically or in spelling to any other honorary or actual street name.

- An honorary street name shall be applied throughout the entire length of the subject street, except where impractical and in such instance shall be applied to the section of a street designated in the city council resolution approving the honorary street name.
- A designation of an honorary street name shall be limited not to exceed twenty (20) years. At the end of the time period of the designation of an honorary street name, the city will remove the honorary street sign and make it available to the applicant.
- Honorary street name signs will be distinctive in size and color from the official street name sign and will be installed below the official street name sign. The applicant will be responsible for the cost of the materials and installation of the honorary street sign.

I, the undersigned, support the designation of an honorary street name for _____
(Honoree)
at _____
(Current Street Name/Cross-street or block number location)

ADDRESS

This image shows a blank sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

GUIDELINES:

Honorary street names shall meet the following standards:

- A. The individual proposed to be honored with an honorary street name must have resided or worked in Elgin during their lifetime and must have made significant and long-term contributions through cultural, humanitarian, historic or military achievement.
- B. There shall be a clear geographical relationship to the street and the nominee.
- C. The location for honorary street names shall be restricted to nonarterial streets.
- D. The proposed honorary street name shall not duplicate any existing name or be similar either phonetically or in spelling to any other honorary or actual street name.
- E. An honorary street name shall be applied throughout the entire length of the subject street, except where impractical and in such instance shall be applied to the section of a street designated in the city council resolution approving the honorary street name.
- F. A designation of an honorary street name shall be limited not to exceed twenty (20) years, provided, however, the time period for a designation of an honorary street name may be extended for an additional time period not to exceed an additional twenty (20) years upon an application for such an extension. An application for the extension of the time period for a designation of an honorary street name shall be filed and processed pursuant to the same procedures and standards provided for an original designation in this chapter. At the end of the time period of the designation of an honorary street name, as same may be extended, the city will remove the honorary street sign and make it available to the applicant.
- G. Honorary street name signs will be distinctive in size and color from the official street name sign and will be installed below the official street name sign. The applicant will be responsible for the cost of the materials and installation of the honorary street sign.