

# Road Naming Policy

Policy Owner:	Transportation Manager
Date approved:	October 2024
Next review date:	October 2029
Document number:	1476289
Required by legislation:	N/A

---

## 1 Introduction

- 1.1 Road names contribute to the unique identity of the Waikato District (District). They have an enduring presence and should reflect the communities in which they are located.
- 1.2 Road names should be intuitively clear and avoid duplication, in both spelling and sound, to avoid confusion or adverse impacts on the operation of emergency response services and other public and commercial services.
- 1.3 [Section 319 of the Local Government Act 1974](#) enables Waikato District Council (Council) to name and alter the name of roads.

## 2 Purpose

- 2.1 The purpose of this policy is to:
  - a) Provide clear guidance and criteria for the process of road naming.
  - b) Ensure clarity and consistency in the naming of roads.
  - c) Enable local communities, iwi, hapuu, and marae to contribute to road naming in the District.
  - d) Ensure road names are unique, reflect the District's natural, cultural and historic identity, and meet the requirements of emergency services.
  - e) Ensure compliance with the requirements of the [Local Government Act 1974](#) and the [Australia and New Zealand Rural and Urban Addressing Standard AS/NZS 4819:2011](#).

## 3 Definitions

<b>Applicant</b>	An individual or entity which is making an application. This may include Council, a consent holder or the party developing the infrastructure including but not limited to a developer.
------------------	---

<b>Approved List</b>	A list of road names which have been pre-selected by Community Boards, Community Committees, local iwi, hapuu, and/or marae representatives, and approved by the Infrastructure Committee.
<b>Private Road</b>	Has the same meaning as in the Local Government Act 1974 (s315). Private Roads are not maintained by the Council.
<b>Public Road</b>	Has the same meaning as road in the Local Government Act 1974 (s315). Public roads are maintained by the Council.
<b>Arterial Road*</b>	These roads make a significant contribution to social and economic wellbeing, linking regionally significant places, industries, ports, or airports. They may be the only route available to important places in a region, performing a 'lifeline' function.
<b>Primary Collector Road*</b>	These are locally important roads that provide a primary distributor/ collector function, linking significant local economic areas or population areas.
<b>Secondary Collector Road*</b>	These roads link local areas of population and economic sites. They may be the only route available to some places within this local area.
<b>Access Road*</b>	This is often where your journey starts and ends. These roads provide access and connectivity to many of your daily journeys (home, school, farm, forestry etc). They also provide access to the wider network.

\*These definitions are taken from New Zealand Transport Agency Waka Kotahi's (NZTA) [One Network Road Classification](#)

## 4 Application

This Policy applies to the naming of public and private roads in the District.

## 5 Policy Statements

- 5.1 Any road (including private roads, private ways and access ways) that serves six or more lots requires a road name.
- 5.2 All road names must include a road type (e.g. Place, Street, Avenue) that reflects the form, layout and type of road being named (see Table 1 and Schedule 1).
- 5.3 All road names must be approved by the relevant Community Board or Committee and the Infrastructure Committee.
- 5.4 Public Roads to be vested in Council shall be named at the cost of the developer.

- 5.5 Private roads that serve six or more lots shall be named at the cost of the developer.
- 5.6 Private roads that serve five or fewer lots may use the number with lettering suffix A-E.

### **Approved Lists**

- 5.7 Approved lists are available for certain, but not all, areas or wards within the District.
- 5.8 Approved lists are developed by the relevant local Community Board or Committee and will be reviewed as required. Where there is no relevant Community Board or Committee, or if there is a conflict of interest, the Infrastructure Committee is responsible for granting approval of names.
- 5.9 The Infrastructure Committee must give final approval for all names before they are added to an approved list.

### **Criteria for selecting names**

- 5.10 Proposed names must consider the following criteria, as recommended by [Land Information New Zealand](#) (LINZ):
  - (a) Names should be brief (i.e. restricted to one word only) and be easily and readily pronounced. Identical sounding names with different spelling are to be avoided.
  - (b) Names should allow for a separation distance of 25km or greater between duplicated or similar sounding names.
  - (c) The length of the name should generally not exceed 15 characters (including the road type), with the exception of te reo Maaori names. The use of hyphens to connect parts of names should be avoided and the name written either as one word or as separate words where established by usage.
  - (d) Spelling of names in te reo Maaori must be approved by relevant iwi, hapuu, and/or marae representatives.
  - (e) Shorter names (ten characters) should be chosen for short streets for mapping purposes.
- 5.11 Proposed road names should reflect one or more of the categories identified in Table 1: Categories of names.
- 5.12 A proposed road name should correspond with the recommended road classification (see Table 1) and road type (see Schedule 1).

**Table 1: Categories of names**

<b>Category</b>	<b>Description</b>	<b>Recommended NZTA Road Classification</b>
History	Historical family, event, industry, activity, or community member associated with the area.  Permission of surviving relatives should be obtained where appropriate.	Arterial Primary collector
Culture	Cultural significance to Maaori or culture other than Maaori.  Maaori names must be approved by Council's Maaori Partnership Manager.	Arterial Primary collector
Geography	Geographical, topographical, geological and landscape features including local flora and fauna.	Secondary collector
Theme	Where multiple roads are created/named in a development, a common theme is recommended. New roads should reflect any theme existing in the area.	Secondary collector
Noteworthy Person	Persons who have made a notable contribution through conservation, community service, sport, arts, military service, commerce, local government or other activity. Permission of surviving relatives should be obtained where possible.	Access Low Volume

### **Request for name**

- 5.13 All requests for road names must be submitted in writing to Council's Roading Asset Team (see Council [website](#) for application form).
- 5.14 Council actively promotes the use of approved lists, following the guidance of Community Boards/Committees and mana whenua groups, therefore the applicant should choose from the relevant list, where there is a list available.
- 5.15 Applicant should discuss with relevant local iwi, hapuu, and/or marae representatives, before making a request for road name.
- 5.16 All requests for road names must include the following details:
- a) Proposed road names; and

- b) The reasons for choosing these options (see 5.10 ,5.11 and 5.12); and
- c) Evidence to support the reasons outlined in (b).

5.17 The Roding Asset team will discuss with any relevant Community Board or Committee and make a recommendation to the Infrastructure Committee.

### **Request for rename**

5.18 A request to rename an existing road must undergo engagement with residents and relevant stakeholders at the cost of the applicant.

5.19 Decision to rename an existing road must be approved by the relevant Community Board or Committee and the Infrastructure Committee.

### **Consultation**

5.20 Consultation will occur with stakeholders including but not limited to the relevant community boards, committees, local iwi, hapuu, marae and whaanau, in accordance with the requirements of the Local Government Act 2002 and Council's Significance and Engagement Policy.

### **Signage**

5.21 All road signs must comply with the specifications in New Zealand Transport Agency Waka Kotahi (NZTA) [Traffic Control Devices Manual Part 2 Direction, service and general guide signs](#) and the [Regional infrastructure Technical Specification](#) (RITS).

## **6 Related Documents/Legislation**

- [Regional Infrastructure Technical Specification \(RITS\)](#)
- [Local Government Act 1974](#)
- [Traffic control devices manual](#)
- [LINZ Guidelines for addressing in-fill developments](#)
- AS/NZ4819:2011
- [NZTA One network road classification – functional classification.](#)

## **7 Policy Review**

This policy shall be reviewed at five yearly intervals or as otherwise required by the Chief Executive or Roding Manager.

## Schedule 1: AS/NZS 4819:2011 Types of roads

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
<b>Alley</b>	Aly	Usually narrow roadway in a city or towns.	√	√	
<b>Arcade</b>	Arc	Passage having an arched roof or covered walkway with shops along the sides			√
<b>Ara*</b>	Ara	Road -option to be used as a prefix for Te Reo Maaori or Moriori road names.**	√	√	√
<b>Avenue</b>	Ave	Broad roadway, usually planted on each side with trees.	√		
<b>Boulevard</b>	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots	√		
<b>Circle</b>	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
<b>Close</b>	Cl	Short enclosed roadway.		√	
<b>Court</b>	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
<b>Crescent</b>	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
<b>Drive</b>	Dr	Wide roadway without many cross-streets.	√		
<b>Esplanade</b>	Esp	Level roadway along the seaside, lake, or a river.	√		
<b>Glade</b>	Gld	Roadway usually in a valley of trees.	√	√	
<b>Green</b>	Grn	Roadway often leading to a grassed public recreation area.		√	

<b>Road Type</b>	<b>Abbreviation</b>	<b>Description</b>	<b>Open ended</b>	<b>Cul-de-sac</b>	<b>Pedestrian only</b>
<b>Grove</b>	Grv	Roadway that features a group of trees standing together		√	
<b>Highway</b>	Hwy	Main thoroughfare between major destinations.	√		
<b>Lane</b>	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
<b>Loop</b>	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
<b>Mall</b>	Mall	Wide walkway, usually with shops along the sides			√
<b>Mews</b>	Mews	Roadway in a group of houses.		√	
<b>Parade</b>	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
<b>Place</b>	Pl	Short, sometimes narrow, enclosed roadway		√	
<b>Promenade</b>	Prom	Wide flat walkway, usually along the water's edge.			√
<b>Quay</b>	Qy	Roadway alongside or projecting into the water.	√	√	
<b>Rise</b>	Rise	Roadway going to a higher place or position.	√	√	
<b>Road</b>	Rd	Open roadway primarily for vehicles.	√		
<b>Square</b>	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
<b>Steps</b>	Stps	Walkway consisting mainly of steps.			√
<b>Street</b>	St	Public roadway in an urban area, especially where	√		

Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
		paved with footpaths and buildings along one or both sides.			
<b>Terrace</b>	Tce	Roadway on a hilly area that is mainly flat.	√	√	
<b>Track</b>	Trk	Walkway in natural setting.			√
<b>Walk</b>	Walk	Thoroughfare for pedestrians.			√
<b>Way</b>	Way	Short enclosed roadway.		√	√
<b>Wharf</b>	Whrf	A roadway on a wharf or pier	√	√	√

\* If a Te Reo Maaori or Moriori road name is used it should be endorsed by local representatives with relevant cultural connections, such as local iwi, hapuu, marae or whaanau.

\*\* Ara and Te Ara may be used as a prefix to the road name and should not be accompanied by any additional road types e.g. *Ara Moana*, not *Ara Moana Road*



# Template: Road Naming Approved List

For use with Council's Road Naming Policy

Ward/Area name: \_\_\_\_\_

Road Classification	Arterial & Primary Collector		Secondary Collector		Access
	<p>Arterial roads make a significant contribution to social and economic wellbeing, linking regionally significant places, industries, ports or airports. They may be the only route available to important places in a region, performing a 'lifeline' function.</p> <p>Primary Collector roads are locally important roads that provide a primary distributor/ collector function, linking significant local economic areas or population areas.</p>		<p>These roads link local areas of population and economic sites. They may be the only route available to some places within this local area.</p>		<p>This is often where your journey starts and ends. These roads provide access and connectivity to many of your daily journeys (home, school, farm, forestry etc). They also provide access to the wider network.</p>
Category	History	Culture	Geography	Theme	Noteworthy Person
Proposed names	<p>&lt;Historical family, event, industry, activity, or community member associated with the area. Permission of surviving relatives should be obtained where appropriate.&gt;</p>	<p>&lt;Cultural significance to Maaori or culture other than Maaori. Maaori names must be approved by Council's Maaori Partnership Manager.&gt;</p>	<p>&lt;Geographical, topographical, geological and landscape features including local flora and fauna.&gt;</p>	<p>&lt;Where multiple roads are created/named in a development, a common theme is recommended and must be approved by Council. New roads should reflect any theme existing in the area.&gt;</p>	<p>&lt;Persons who have made a notable contribution through conservation, community service, sport, arts, military service, commerce, local government or other activity. Permission of surviving relatives should be obtained where appropriate.&gt;</p>

Category	Description	Recommended road classification	Definition
<b>History</b>	Historical family, event, industry, activity, or community member associated with the area. Permission of surviving relatives should be obtained where appropriate.	Arterial & Primary collector	These roads make a significant contribution to social and economic wellbeing, linking regionally significant places, industries, ports or airports. They may be the only route available to important places in a region, performing a 'lifeline' function.
<b>Culture</b>	Cultural significance to Maaori or culture other than Maaori. Maaori names must be approved by Council's Maaori Partnership Manager.		These are locally important roads that provide a primary distributor/collector function, linking significant local economic areas or population areas.
<b>Geography</b>	Geographical, topographical, geological and landscape features including local flora and fauna.	Secondary collector	These roads link local areas of population and economic sites. They may be the only route available to some places within this local area.
<b>Theme</b>	Where multiple roads are created/named in a development, a common theme is recommended and must be approved by Council. New roads should reflect any theme existing in the area.		
<b>Noteworthy Person</b>	Persons who have made a notable contribution through conservation, community service, sport, arts, military service, commerce, local government or other activity. Permission of surviving relatives should be obtained where appropriate.	Access	This is often where your journey starts and ends. These roads provide access and connectivity to many of your daily journeys (home, school, farm, forestry etc). They also provide access to the wider network.

ID	Name	Reason	Location of duplicate or similar sounding name in NZ	Classification exclusions and notes	Road Classification
History					Arterial & Primary Collector
Culture					Arterial & Primary Collector
Geography					Secondary Collector
Theme					Secondary Collector
Noteworthy Person					Access