



Village of Berkeley

5819 Electric Avenue, Berkeley, Illinois 60163

Phone: 708-449-8840 | Fax: 708-449-6189 | www.berkeley.il.us

Honorary Street Sign Application

Upon receipt of application (and payment of all fees), information will be reviewed and a recommendation will be made to the Village Board.

PURPOSE OF THE PROGRAM: The Honorary Street Sign Program allows citizens the opportunity to honor people that have made significant contributions to the Community. Honorary street names will be displayed for a three-year period. The sign will then be turned over to the respected applicant. Street designations will be determined on a case by case basis. Final approval is given by the Village Board. A completed application, plus applicable fee per sign must be submitted prior to approval.

1. REQUIRED SUBMITTALS:

Please submit the following items along with your request:

- A completed application stating the designee and preferred location shall be received by Village Administration and recommended to the Village Board. The statement should indicate why a particular section of street has been requested for the honorary designation and required supporting documentation to support the request.
- General location shall be limited to a single point or short segment with sign(s) posted at the point or near mid-block.
- A quote will be provided to the applicant for the cost to fabricate the honorary street sign with approval by the applicant in writing required to continue the application process. **Payment of \$50 for installation/material costs plus the cost to fabricate the sign is to be made to the Village of Berkeley. This amount (\$50 + cost to fabricate the sign) must be paid before the final approval is considered before the Village Board.**

2. DESCRIPTION:

- The sign will be brown with white lettering. The Village logo will be in the left corner of the sign and the name will be displayed as, "NAME (John Doe) Way."
- The sign will be installed by Village staff and remain in place for a period of three (3) years.
- Upon removal by Village crews, an attempt will be made to return the sign to the applicant.
- If an honorary street sign is damaged by severe weather or other events, it will not be replaced.
- Honorary Street Naming is restricted to two designations per fiscal year (May 1-April 30).



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Honoree & Street Information

Name of Individual: _____
(as it would appear on the honorary street sign)

Proper Name of Requested Street: _____

1st Street Intersecting the One Block Area: _____

2nd Street Intersecting the One Block Area: _____

Reason for Street Selection: _____

Please check all that apply and provide details where necessary

_____ **Honoree is deceased** _____ **Honoree was a resident of Berkeley**

_____ **Military Service:** _____

_____ **Historical Impact:** _____

_____ **Cultural Impact:** _____

_____ **Humanitarian Impact:** _____



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Signature of Applicant: _____ Date: _____

Address of Applicant: _____

Phone Number: _____

Please submit all required materials and this application to:

Village of Berkeley

5819 Electric Avenue

Berkeley, Illinois 60163

Or via email: vobfinance@berkeley.il.us

Office Use Only:

\$_____ Fee Received:

Application _____ Complete _____ Incomplete

What materials are missing: _____

Date Sign Installed: _____

Date Sign Removed: _____