

ORDINANCE NO. 4176-26

An ORDINANCE establishing procedures for naming and renaming of City properties, adding a new chapter 2.138 to the Everett Municipal Code.

WHEREAS,

- A. Everett has a long history of citizen involvement, including citizens who have unselfishly contributed their time, talents, energy and resources to make Everett a better place to live, work, visit, and enjoy.
- B. The City has a tradition of naming public facilities for citizens who have made outstanding contributions to the community.
- C. The City desires to establish a predictable process for establishing or changing the name of City properties.
- D. In the past, procedures for naming and renaming City properties have been contained in City Council resolutions, the most recent of which is Resolution 6537 adopted by the City Council on September 5, 2012. The purpose of this Ordinance is to add a new chapter 2.138 EMC that will supersede and replace past City Council resolutions.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A new chapter 2.138 is hereby added to the EMC as set forth in Exhibit A to this Ordinance. This new chapter supersedes and replaces City Council Resolutions 6537 and 5865.

Section 2. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 3. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.


Section 4. The enactment of this Ordinance shall not affect any case, proceeding, appeal, or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 5. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.



Cassie Franklin, Mayor

ATTEST:



Marista Jorve, City Clerk

PASSED: 04/29/2026

VALID: 04/30/2026

PUBLISHED: 05/02/2026

EFFECTIVE DATE: 05/14/2026

EXHIBIT A

Chapter 2.138 EMC

Naming and Renaming of City Properties

EMC 2.138.010 Purpose of Chapter

This chapter governs the naming and renaming of City properties. This chapter is also intended for use in reviewing or preparing City official comments or recommendations to State, Federal, or intergovernmental boards taking action regarding geographic names, naming, or renaming.

EMC 2.138.020 Scope of Chapter

1. This chapter only governs naming and renaming of property owned or held by the City. Subject to subsections 2 and 3 below, these City properties include without limitation:

- a. Buildings and structures, such as buildings, facilities, public places, docks and bridges;
- b. Land, such as open spaces, parks, natural features, trails and paths; and
- c. Rights of Way, such as streets.

2. The chapter does not govern historically registered properties named on a nomination form and accepted for use on a historic register, including property on the City of Everett, Washington State, or National Registers of Historic Places.

3. This chapter does not govern naming of new streets. Names of new streets are in accordance with chapter 13.44 EMC. Chapter 2.138 EMC only applies for changing the names of existing streets.

EMC 2.138.030 Procedure

1. Initiation of Proposal. The Mayor, any City Council member, any City official, any interested group or any other person may initiate a proposal to name or rename any City property subject to this chapter.

2. Contents of Proposal. The proposal must be in writing and delivered to the Mayor's Office. The proposal must include sufficient information for review of the proposal. This may include:

- a. Map(s) illustrating the area affected by the proposal;
- b. Any existing place, street or facility names that would be affected by the proposal;
- c. Any common usage names or nicknames for the area subject to the proposal or its elements, including topographical landmarks;
- d. Representative photographs of the area subject to the proposal;
- e. An overview of any public engagement or support received for the proposal, including media coverage and meetings;
- f. A detailed narrative explaining how the proposal meets the criteria contained in EMC 2.138.040;
- g. A summary of any public outreach conducted to date, including to neighborhood associations, business, affinity, city advisory groups, or community groups. This may include any statements of support or endorsement received. Proposers are encouraged to seek public support prior to submitting a request for name changes;

- h. A description of any plans for interpretive measures to be taken by the proposer if the proposal is implemented, such as signs, interpretive panels, or markers; and
- i. Any other information as requested by the City.

3. Abbreviated Review Procedure for Small Properties.

- a. Scope of Abbreviated Review Procedure. This subsection 3 provides an abbreviated review procedure for small buildings in lieu of the standard procedure in subsection 4 of this section. This abbreviated review procedure only applies to small properties, which means facilities or buildings 2,000 square feet or smaller; rooms inside of buildings or facilities; small structures such as a stage, art installation, or park amenity; or public places or natural features 5,000 square feet or smaller.
- b. Procedure. After receipt of a complete proposal for a small property, the Mayor's Office will review the proposal for consistency with this chapter and then provide the proposal to City Council with a recommendation. The City Council may then take one of the following actions on the proposal:
 - i. Deny the proposal;
 - ii. Approve the proposal and adopt the proposed name by resolution;
 - iii. Require proposal be processed in accordance with the standard review procedure in subsection 4 of this section; or
 - iv. Any other action as determined by the City Council.

4. Standard Review Procedure.

- a. Review and Comment. Upon receipt of a complete proposal, the Mayor's Office will provide a copy of the proposal to the City Council. The Mayor's Office will also provide the proposal to appropriate advisory bodies or other bodies for review and comment, such as the Planning Commission, the Historical Commission, the Parks Commission, the Transportation Advisory Committee, and the Cultural Arts Commission. The Mayor's Office will provide to the City Council any comments or recommendations received from any of those bodies regarding the proposal.
- b. Mayor's Recommendation. The Mayor will also provide to the City Council the Mayor's recommendation on the proposal.
- c. Public Hearing. After receipt of comments, recommendation(s) from advisory bodies, and the Mayor's recommendation, the City Council will hold a public hearing regarding the proposal prior to final action.
- d. Council Action. The City Council may take one of the following actions on the proposal:
 - i. Deny the proposal;
 - ii. Approve the proposal and adopt the proposed name by resolution; or
 - iii. Any other action as determined by the City Council.

5. Implementation. The Mayor's Office will notify proposers of the City Council action. The Mayor will implement proposals as approved by City Council resolution.

EMC 2.138.040 Criteria and Eligibility

The naming or renaming of City properties must be approached cautiously with forethought and deliberation. For that purpose, criteria are established in this section. The City Council, Mayor, Planning Commission, Historical Commission, Parks Commission, Cultural Arts Commission, and Transportation Advisory Committee will consider these criteria as guidance in making a recommendation or decision.

1. In the development or purchase of a City building or facility, the address designation shall be used until the formal naming of the public facility. Whenever possible, naming shall be done prior to completion of construction or purchase of the facility.

2. Attention should be paid to maintaining sequential, numerical, alphabetical, and historical naming patterns when considering any street name changes.

3. Street names, plats, specific sites and places and natural features indicated on general usage maps for fifty years or more should only be changed under exceptional circumstances.

4. Renaming City property that has already been named for a person should not be considered unless it is found that continued use of that person's name would not be in the best interest of the community.

5. This chapter does not preclude a specific City property from being included in a larger grouping of properties or a district that has a different name.

6. Portions of a City property may have a different name than that of the entire property. For example, the "Mark Nesse Reading Room" at the Everett Public Library.

7. Historical names placed on designated landmarks (such as the "Culmbach" building) listed on the Everett Register of Historical Places, the Washington State Register of Historic Places or the National Register of Historic Places should not be changed unless a more historically significant name is warranted. Changes to facilities listed on historic registers must also comply with relevant state and federal regulations and processes.

8. Names must avoid duplication, confusing similarity or inappropriateness.

9. A name may reflect the geographical location, historical or cultural significance, or natural or geological features.

10. The name of a living or deceased person, civic organization or commercial entity, may be used if there is (A) a specific connection to the property and (B) the person or entity has enhanced the quality of life within the City. Enhancement of the quality of life within the City shall be determined by one or more of the following:

- a. Involvement in a leadership role in civic organizations which are devoted to community improvement.
- b. Assistance to the underprivileged, economically disadvantaged, physically and/or developmentally disabled.
- c. Active promotion and direction of community events or activities which have clearly added to the enrichment of the quality of cultural life within the City.
- d. Active promotion and implementation of youth programs and activities within the City.
- e. Active promotion and implementation of senior citizen programs and activities within the City.

- f. Active leadership role in developing and implementing programs directed to the improvement of the visual aesthetic appearance of the City at the commercial, public or residential level.
- g. Active leadership role in developing programs and/or facilities for collecting, promoting and retaining aspects of the natural or historical heritage of the City.
- h. Active leadership role in developing programs and facilities directed toward the improvement of City social and health needs as well as programs directed toward humanitarian purposes.
- i. Active leadership role in developing programs or public facilities directed toward the physical improvement or economic well-being of the City.
- j. Significant financial contributor to the City related to any of the above.
- k. Any other factor determined relevant by the City Council.

EMC 2.138.050 Reservation of City Council Authority

After a public hearing and consideration of the criteria in EMC 2.138.040, the City Council may determine to name or rename a City property contrary to the provisions of this chapter if it determines there is sufficient reason to take such action. The City Council will take such an action by resolution.











ORD 4176-26_CB 2603-20 Naming and Renaming of City Properties Ordinance_SD

Final Audit Report

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