



REQUEST FOR A STREET NAME CHANGE OR DESIGNATION OF A MEMORIAL NAME

Individuals requesting to change the name of a city street or add a memorial designation may file a request to the Development Services Department ("DSD") Land Entitlements Section. This page is designed to provide you with general information about the process and filing your request. If you have any questions, please contact the DSD Land Entitlements Section at (210) 207-1111.

In accordance with Section 6-674 of the City Code, commencement of the street name change process and/or adding the designation of a memorial name, the process begins by filing a complete application with the DSD, which may only be initiated by one of the following parties:

1. A member of the City of San Antonio City Council;
2. The DSD Director, if it is determined that the street name change is in the best interest of the health, safety, welfare, and public convenience and safety of the citizens of the City of San Antonio;
3. A group, agency, business or owner of property located on the subject street; or
4. An officer or authorized representative of a governmental subdivision, agency, or department.

A complete application includes the following:

1. Completed current application form. Please note that all fields must be completed accurately and accompanied by an original signature. Applications may not be faxed or emailed.
2. Copy of the letter of approval from the United States Postal Service ("USPS") verifying that the proposed street name is not a duplicate street name and conforms to all other required guidelines. City staff highly recommends that the applicant include a minimum of five (5) alternative street names to maximize the probability of an approval by the USPS. The USPS requires several weeks to evaluate all requests. All proposed new street name inquiries within the City of San Antonio must be directed to the address provided below. For questions regarding this process, please contact USPS at (210) 368-5587.
United States Postal Service
Address Management Systems
1 Post Office Drive
San Antonio, Texas 78284-9321
Fax: (210) 368-5526
3. The names and addresses of all owners of property with property that abuts the segment of the street proposed for a name change or designation of a memorial street name according to the most current Bexar County Appraisal District tax rolls.
4. All application fees. No application will be accepted or be considered complete unless accompanied by all required fees. Applicable fees include the following:
 - a. The total cost associated with the public notification requirements. Currently, the cost per property/lot/parcel is \$4.50;
 - b. The estimated costs for manufacturing and replacing all applicable street signs, including but not limited to TXDOT and City of San Antonio Public Works. For cost estimates, please contact:
 - i. The City of San Antonio Public Works Department at (210) 207-3951;
 - ii. The TXDOT Traffic Engineering at (210) 615-6111; and
 - c. A non-refundable application processing fee of \$1,000.00.

DSD staff will determine if the application is complete or incomplete within ten (10) business days of receipt of the application and associated fees. When the application is deemed complete, there will be a 10-business day technical review period. During this time, the Office of Historic Preservation will also determine if the request requires review by the Historic and Design Review Commission ("HDRC"). Should the request require review by the HDRC, the request will not be scheduled for Planning Commission consideration until HDRC issues its recommendation. Upon completion of the technical review period, staff will schedule the request for a public hearing at the next available Planning Commission meeting. After Planning Commission recommendation, the request will be scheduled for the next available City Council hearing.



REQUEST FOR A STREET NAME CHANGE OR DESIGNATION OF A MEMORIAL NAME

Case No.: _____

APPLICANT/REPRESENTATIVE INFORMATION:

Business/Company Name: Reserve Capital Partners
Point of Contact: Jackson Frederick
Mailing address: 12404 PARK CENTRAL DR STE 225 S DALLAS, TX 75251
Contact Information: Primary Phone: 2144361701 Secondary Phone: (214) 983-1367
E-mail: jackson@reservecappartners.com

PROPERTY/BUSINESS OWNER INFORMATION:

Business/Company Name: Reserve Capital Partners
Point of Contact: Clint Riley
Mailing address: 12404 PARK CENTRAL DR STE 225 S DALLAS, TX 75251
Contact Information: Primary Phone: (214) 983-1360 Secondary Phone: 2144361701
E-mail: clint@reservecappartners.com

REQUEST INFORMATION:

Type of Request: ☒ Street Name Change ☐ Designation of a Memorial Street Name
Existing Street Name: Nationwide Dr
Proposed Street Name: Corporate Way
General location: Westover Hills

Please explain in detail the reason for requesting the proposed street name change or designation of memorial street name. Please note that Section 6-672 of the City Code of the City of San Antonio, Texas, details the criteria for naming streets. Please attach (and number) additional pages as necessary.

In September of 2021, Nationwide Insurance Company sold it's ownership of the property, north of the street in question, and has since vacated the property. In hopes of bringing a corporation of the scale necessary to the San Antonio area and lease the property, it is by the recommendation of Reserve Capital Partners that the street name be changed away from the name of the previous ownership. We feel that our request for a street name change to "Corporate Way", would reflect the magnitude of the Class A Office property.



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AUTHORIZATION FROM PROPERTY/BUSINESS OWNER

I, Clint Riley the owner of the subject property/business located on the segment of the street proposed for a name change, authorize Jackson Frederick to submit this application and represent me in this request before the Planning Commission and City Council.

Property/Business owner's signature

11/1

Date

The following documents are included herein and are made part of this application:

- ☒ Completed application form
- ☒ Location Map
- ☐ USPS approval letter
- ☒ Name and mailing address of all property owners located along the segment of the street proposed for a name change or designation of a memorial street name.
- ☐ Check(s) made payable to the City of San Antonio and TXDOT (if applicable) in the amount of:

Application Fee (non-refundable):	<u>\$ 1,000.00</u>
Notification Fee (\$4.50/property):	
No. of properties <u>2</u> x <u>\$ 4.50</u>	<u>\$ 9.00</u>
Total COSA Sign Replacement Cost:	
Total TXDOT Sign Replacement Cost:	<u>\$ 0.00</u>
TOTAL APPLICATION FEE	<u>\$ 1,009.00</u>

I, the undersigned, hereby certify that all information contained herein and the attached documents are true and correct to the best of my knowledge.

Jackson Frederick

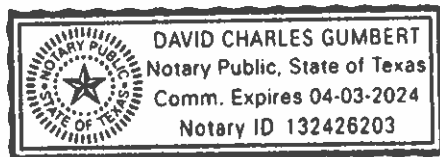
Applicant's Name

Applicant's signature

11/7/23

Date

Sworn to and subscribed before me by Clint Riley on this 7th day of November in the year 2023 to certify which witness my hand and seal of office.



Notary Public, State of Texas



NOTIFICATION MAILING LIST

(Attach and number additional pages as needed)

I hereby certify that the names, addresses, and zip codes listed below are those listed on the latest adopted ad valorem tax rolls as reflected by Bexar Appraisal District records for the current tax year for properties that abut the street proposed for a name change or designation of memorial street name.

Jackson Frederick

Applicant's Name

Applicant's signature

Date _____

BCAD Property ID No.:	<u>1164500</u>		
Property Address:	<u>9903 Nationwide Dr, San Antonio TX, 78251</u>		
Legal Description:	NCB/CB: <u>17642</u>	Block: <u>52</u>	Lot: <u>1</u>
Owner Name:	<u>Reserve Capital - Westover Office SPE LLC</u>		
Owner Mailing Address:	<u>Street Number and Name: 12404 Park Central Dr STE 225 S</u>		
	City: <u>Dallas</u>	State: <u>TX</u>	Zip Code: <u>75251</u>

BCAD Property ID No.:	<u>1227084</u>		
Property Address:	<u>State Highway 151, TX 78251</u>		
Legal Description:	NCB/CB: <u>17642</u>	Block: <u>51</u>	Lot: <u>23</u>
Owner Name:	<u>Atlantica at Westover Hills LC</u>		
Owner Mailing Address:	<u>Street Number and Name: 150 E 52nd St Ste 22002</u>		
	City: <u>New York</u>	State: <u>New York</u>	Zip Code: <u>10022</u>

BCAD Property ID No.: _____

Property Address: _____

Legal Description: NCB/CB: _____ Block: _____ Lot: _____

Owner Name: _____

Owner Mailing Address: Street Number and Name: _____

City: _____ State: _____ Zip Code: _____

BCAD Property ID No.: _____

Property Address: _____

Legal Description: NCB/CB: _____ Block: _____ Lot: _____

Owner Name: _____

Owner Mailing Address: Street Number and Name: _____

City: _____ State: _____ Zip Code: _____