



Peninsula Metropolitan Park District

Park Naming Policy & Procedure

Policy Number	Resolution Number	Date Approved:	Supersedes the following Resolutions and Policies:
P10-102	R2006-006	April 17, 2006	N/A

Policy: **Park Naming & Procedure**
(Approved by the PenMet Parks Board of Commissioners)

Purpose: The Peninsula Metropolitan Park District (PenMet Parks) may have occasion in the future to name or rename a park and/or other facility.

It is the policy of PenMet Parks to name as-yet unnamed parks and recreation facilities or rename existing parks and recreational facilities under certain circumstances, utilizing the following criteria and procedures outlined in this document.

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Policy Requirements:

Section 1. Procedure

- A.** The Board of Park Commissioners will establish an ad hoc committee to recommend a new name or rename a parks and recreation facility.
- B.** The Executive Director or his or her designee will provide administrative support to the committee as necessary.
- C.** The committee will research possible names using the criteria in this policy and submit recommendations to the Executive Director.
- D.** If a contest is held, the committee will provide guidelines for the contest.
- E.** The committee will recommend names to the Board of Park Commissioners via the Executive Director and provide supportive information to justify the recommendation.
- F.** The Board of Park Commissioners will approve all names of park and recreation facilities by Board resolution.

Section 2. Criteria

- A.** The committee will review existing park and facility names in the park system and surrounding areas to avoid any confusion with other similar or duplicate park or facility names.
- B.** The proposed name of a park should not be associated with any known controversy that might divide the community.
- C.** The committee will consider the neighborhood in which the unnamed park or facility is located.
- D.** The committee will consider the distinctive natural or geological features in which the unnamed park or facility is located.
- E.** The committee will consider the historical or cultural significance of the unnamed park or facility.

- F.** The committee will consider naming the parks or facilities for individuals who have provided significant civic contribution to the park system which is well documented and acknowledged.
- G.** The committee will consider naming a park or facility for a significant land or monetary contribution.

The provisions of these policies shall not apply to the application of donor or sponsor recognition for such minor items as benches, trees, refuse cans, flagpoles, water fountains, or similar items.