



CITY OF MARGATE POLICY

PUBLIC INFORMATION

XXX XX.X Parks and Facility Naming

Effective Date:

Approved by:

PURPOSE:

To develop consistent standard procedures and guidelines for naming and renaming of Margate parks, open spaces, and facilities owned and/or operated by the City of Margate.

OBJECTIVES:

- Provide name identification for individual parks, open spaces and recreational facilities.
- Provide criteria for the process of naming parks, open spaces and recreational facilities.
- Ensure that parks, open spaces and recreational facilities are easily identified and located.
- Ensure the naming of parks, open spaces, and recreational facilities are controlled by the City Commission through a recommendation from the City Manager and the Parks and Recreation Director.
- Whatever theme is chosen should result in a relatively timeless name:
 - So it does not diminish in appropriateness with time
 - So current events are not allowed to lead to frequently renaming a park

SUGGESTED CRITERIA:

- Name after one or two chief boundary roads.
- Geographic names descriptive of the location or significant natural features of the site.
- Historic names relevant to the park, open space, or recreational facility.
- Organization or person who made significant contributions. Quality of the contribution should be considered along with the length of service by the individual(s).
- Any individual who provided an exceptional service in the interest of the park system as a whole. Typically, while serving in a public office, public officials should not be considered as candidates for naming.
- Names similar to existing parks, properties or facilities in the City system should not be considered in order to minimize confusion.
- Parks and facilities donated to the City can be named by deed restriction by the donor. The naming and acceptance of land is subject to recommendation by the City Manager and approval by the City Commission.

PROCEDURE:

- The Parks and Recreation Director will notify the City Manager about proposed naming opportunities.

- The City Manager can initiate the naming process whenever deemed necessary and/or in the best interest of the City.
- A request for naming of a park, open space or recreational facility shall be submitted in writing to the Parks and Recreation Director.
- Those submitting a naming request should show how the proposed name is consistent with the criteria stated in this policy. When naming after a person(s), the application shall describe their contributions to the City.
- The Parks and Recreation Director will offer the opportunity for public input on the proposed naming.
- The Parks and Recreation Director shall forward his/her recommendation to the City Manager for recommendation to the City Commission for final approval.
- In the absence of any naming requests, the Parks and Recreation Director shall adhere to the criteria stated in this policy in recommendation of same.
- In the case of a new park or recreational facility, a temporary name will be designated by the Parks and Recreation Director for identification during acquisition and/or development of the park area or recreational facility unless identified by plat or deed.

RENAMING OF PARK, OPEN SPACE, OR RECREATIONAL FACILITY:

- No officially-named park, open space or recreational facility shall be renamed without City Commission approval.
- Only parks, open spaces, and recreational facilities named for geographic location, outstanding feature or subdivision should be considered for renaming.
- Parks, open spaces, and facilities named by deed restriction cannot be considered for renaming.
- Parks, open spaces, and recreational facilities named after individuals shall not be changed unless it is found that because of the individual's character, the continued use of their name would not be in the best interest of the community.
- A request for renaming of a park, open space, or recreational facility shall be submitted in writing to the Parks and Recreation Director.
- The request shall include the proposed name change, the purpose of the change, and how the proposed name change is consistent with the criteria established.
- The City will offer the public the opportunity for public input on the proposed naming.
- The City Manager shall forward the recommendation to the City Commission for final approval.

EXCEPTIONS: This policy may be revised from time to time.