

GALLATIN COUNTY BOARD OF PARK COMMISSION

“NAMING COUNTY PARKS AND FACILITIES POLICY”

I. Purpose

- A. To establish a policy to name County parks (un-named and developed or newly acquired), buildings, facilities or features located within said parks using the most equitable process.

II. Authorization

- A. The Board of Park Commission (BOPC) shall have the authority for the naming of all County parks and facilities by passing or rejecting a resolution at a publicly noticed board meeting.

III. Definitions

- A. Substantial – Considerable in quantity; significantly great (Meriam-Webster Dictionary).

IV. Policy

- A. Names, if possible, should have geographic, historical, individual or cultural significance, generally recognized and known throughout the area or when a contributor has made a significant monetary or service contribution towards the development of the park or facility, as determined by the BOPC.

V. Naming County Parks, Building or Facilities within Parks

- A. Recommendations for a name should come from neighborhood organizations or the community in which it is located. Other recommendations from interested citizens may be considered.
- B. To avoid duplication, confusing similarity, or inappropriateness, the BOPC in considering name suggestions, will review existing park and facility names using the Geographic Information Systems (GIS) Department park-layer database
 - i. Prominent geographic features or local reference points (i.e. hill, stream, lake, notable tree, street, community or neighborhood) shall be considered for a potential name.
- C. In naming a park or facility the BOPC will consider geographical location or distinctive natural features, historical, individual or cultural signification, and the wishes of the community in which it is located.
 - i. Consideration for naming a park or facility in honor of a person shall be subject to the following criteria:
 - 1. The person must have made a significant positive contribution to parks, recreation, or culture in the community where the

park or facility is located. The suggested name must be accompanied by a biographical sketch which shall provide evidence of contributions to the park, facility, or parks system overall; or

2. One could make a significant financial donation to the County for park and recreational purposes wherein the donor stipulates a name as being consideration of the donation; or
 3. One could be an outstanding community leader who has made significant civic contributions to the County and has given highly productive support to the Parks or Open Lands Departments.
- ii. Suggested names should not be those which have been overly recognized previously.
 - iii. Where desirable, part of the selection process may include a contest or competition involving the entire County in order to obtain suggestions for names to stimulate public interest.

VI. **Naming Alternatives**

- A. A facility within a park, i.e. playground, picnic shelter, etc., may be named separately from the park or facility location, subject to Section IV of this policy.
- B. Parks or facilities that are donated to the County can be named by deed restriction by the donor. The naming and acceptance of the land/building is subject to the guidelines set forth in Section IV of this policy, and approval by the Board of Park Commissioners.

VII. **Renaming**

- A. The renaming of parks and facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name, or discount the value of the prior contributor(s).
 - i. Parks and facilities named for location or subdivision may be considered for renaming.
 - ii. Parks named by deed restriction shall not be considered for renaming.
 - iii. Parks and facilities named after individuals shall never be changed unless it is found that the individual's personal character is or was such that the continued use of the name for a park or facility would not be in the best interest of the community.
- B. In order for a park or facility to be considered for renaming, the following must occur:

- i. The recommended name must qualify according to Section IV of this policy; and
- ii. Be accompanied by a petition/written request from the particular park or facility users, with justification(s).

VIII. Process

- A. The BOPC must receive written request or make a recommendation for a County park or facility within a park to be named.
- B. When a request or recommendation has been received, the BOPC will schedule the item for discussion on the next available board meeting agenda.
- C. Notice will be published via the agenda being posted on the BOPC's webpage at www.gallatin.mt.gov (under Boards & Committees, Board of Park Commission).
- D. The final decision rests with the BOPC. If the BOPC approves a resolution of the suggested County park or facility name, the resolution will be recorded with the Gallatin County Clerk & Recorder. At that time the name will become official.
 - i. The BOPC secretary will ensure that a copy of the recorded resolution be provided to the GIS Department so the park-layer database may be updated.
 - ii. A name, once bestowed, is permanent (unless it meets the renaming criteria described in Section VI).