

M-NCPPC



MONTGOMERY COUNTY DEPARTMENT OF PARK AND PLANNING

THE MARYLAND-NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

8787 Georgia Avenue
Silver Spring, Maryland 20910-3760

Attachment F

MCPB Lunch-time Item
October 22, 1998

MEMORANDUM

To: Montgomery County Planning Board
From: Donald K. Cochran
Subject: Park Naming Policy: Guidelines Recommendation
Date: October 22, 1998

The Policy

Montgomery County parks and areas and facilities within parks are generally named for a geographic area or a natural historic feature, but, as appropriate, parks and areas and facilities within parks may be named to reflect local folk usage, or significant historic, material, or financial contributions to the Commission, or persons of historic or outstanding civic service. Markers may be placed in parks and on park facilities honoring or memorializing individuals and organizations.

Approved: September 10, 1998

GUIDELINES RECOMMENDATION

Guidelines for Naming or Renaming Parks

Guidelines for Naming or Renaming Areas in Parks and Facilities in Parks

Guidelines for Memorials and Dedications in Parks and on Park Structures and Facilities

1. Requests for naming or renaming parks, and naming or renaming areas and facilities in parks, and establishing memorials in parks and on park structures and facilities, shall be reviewed by staff of the Department of Park and Planning. A report with recommendations shall be presented to the Planning Board within sixty (60) days of the initial request.

Guidelines Recommendation , page 2

2. Staff recommendations regarding the naming or renaming of parks, and areas and facilities in parks, shall be guided by the following considerations:

- A. Recognized geographic names
- B. Natural historic features
- C. Folk usage
- D. Significant historic contributions
- E. Significant material contributions
- F. Significant financial contributions (at least 25 percent of the total project cost)
- G. Persons of historic service to the County or Commission
- H. Persons of outstanding civic service to the County or Commission

3. Memorials or dedications may consist of (a) structures, such as buildings, or facilities, such as athletic fields, that may be named in memory of individuals and organizations as complete entities, or (b) memorial or dedication plaques or signs on or inside structures and facilities.

4. The name of a memorial or dedication must be approved by the Planning Board.

5. Upon approval by the Planning Board, letters of agreement shall be exchanged between the Commission (or the Montgomery County Parks Foundation, Inc.) and the person(s) or organization(s) requesting a memorial or dedication, authorizing and designating responsibility for the planning, design, construction and funding of the memorial or dedication.

6. Staff recommendations to the Planning Board regarding the establishment of memorials and dedications in parks and on park structures and facilities shall be guided by the following considerations:

A. The location, design, and configuration of a proposed memorial or dedication shall be in keeping with the park purpose and usage and shall not interfere with public use of the park or park facility.

B. Department of Park and Planning staff shall participate in the planning, design, and construction of a memorial or dedication, if relevant.

C. All costs associated with a proposed memorial or dedication, including planning, design, construction, utilities, and maintenance (if significant) shall be the sole responsibility of the person(s) or organization(s) requesting the memorial or dedication. Full funding for the memorial or dedication shall be paid to the Commission or to the Montgomery County Parks Foundation, Inc., prior to the start of planning, design, and construction.

E. In all cases involving memorials or dedications, only the memorial or dedication itself may be named. The park name shall remain unchanged.

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