

FOOTHILLS PARK & RECREATION DISTRICT

POLICY AND PROCEDURE FOR NAMING OR RENAMING PARK AND RECREATION FACILITIES, PLANTING TREES, FLORAL GARDENS, OR PLACEMENT OF ARCHITECTURAL FEATURES

The process for naming any park, trail, golf course, recreation center, swimming pools, ball field, or the renaming of any Regional Park, Regional Facility or Community Park, or the planting of trees, floral gardens, or placement of architectural features within our parks or facilities to recognize significant events or contributions shall be as set forth herein, and in compliance with the standards herein.

1. Intent:

It is the intent of the Foothills Parks & Recreation District Board of Directors to implement a policy regarding the naming of parks, trails, golf courses, recreation centers, swimming pools, ball fields, and facilities within the community. Such facilities provide an identity to the neighborhood or community in which they are located. Therefore, the names, design elements, and features included within such parks and facilities should reflect the neighborhood's spirit, history, and tradition. The Board of Directors finds that it is appropriate to recognize individuals, significant events, or contributions made to the community through the planting of trees, floral gardens, or placement of architectural features within our parks, trails, and facilities.

2. Naming or renaming of Parks, naming of ball fields, planting of trees, floral gardens, or placement of architectural features:

The Board of Directors is the final authority for the naming of any park, trail, or facility, or for the planting of trees, floral gardens, or placement of architectural features within any park, trail, or facility

when such plantings and features are intended to recognize individuals, significant events or contributions.

The initial naming of parks, trails, golf courses, recreation centers, swimming pools, ball fields, and facilities shall be determined by the Board of Directors when development for a park or facility is initiated, or in conjunction with the opening of such facility.

The “renaming” of parks or facilities shall be limited to Regional Parks, Regional Facilities, and Community Parks as defined in the Foothills Master Plan.

Naming of ball fields, planting of trees, floral gardens, or placement of architectural features to recognize significant events or individual contributions may occur (subject to Board approval) within any park, trail, facility, or greenbelt managed and controlled by the Foothills Park & Recreation District.

3. Submitting requests to name parks, trails, ball fields, or facilities, rename Regional Parks, Regional Facilities, or Community Parks, planting of trees, floral gardens, or placement of architectural features:

To be considered, the naming or renaming of Regional Parks or Facilities, Community Parks, planting of trees, floral garden, or placement of architectural features shall be submitted to the Board of Directors or its appropriate committee by the following method:

- a. All requests shall be in writing and include the following information:
 - (1) The reason for the proposed name, name change or planting of trees, floral garden, or placement of an architectural feature.
 - (2) A letter of support from the local Homeowners group, community or sports association, or adjoining property owners if no Homeowners group exists.
 - (3) For requests involving the planting of trees, floral garden, or placement of an architectural feature, the request must include a sketch plan indicating the

proposed location of tree planting(s), type of tree and plant material or floral garden layout and material, and/or a sketch, rendering, or photograph of the architectural feature, (brochure information is acceptable).

Consideration of the naming or renaming of parks or facilities, planting of trees, floral gardens, or placement of architectural features shall include review and a recommendation submitted by the Foothills Parks & Recreation staff.

Prior to making a formal recommendation to the Board, staff shall present an analysis of whether the request for a name, name change, or planting of trees, floral garden, or placement of an architectural feature is in compliance with;

- the District Master Plan;
- existing park/facility plans and field conditions;
- whether or not such request is in keeping with the Goals and Policies adopted by the Board of Directors.

4. Classifications for naming or renaming parks or facilities:

The naming or renaming of parks or facilities in accordance with the policies and guidelines outlined herein shall be limited to the following characteristics;

- Person(s) with local significance, donors of land and/or property;
- Historic events;
- Causes and ideas;
- Places, natural features, flora and fauna; such names shall include, but not be limited to, natural phenomena, rivers, forests, horticulture, animals, recognizable area or neighborhood, descriptive name, or symbol of community identity.

5. Considerations for the Board of Directors:

The Board of Directors shall consider the following criteria when making a determination;

- Is the proposal consistent with the District Master Plan;
- Is the proposal consistent with approved site and/or building plans;
- Is the proposal consistent with existing field conditions such as, but not limited to, topography, soil conditions, vegetation, wetlands, water courses, wildlife habitat, surrounding uses;
- Is the proposal consistent with existing budget policies and guidelines;
- Is the proposal consistent with the Goals, Policies and Vision Statement adopted by the Foothills Board of Directors;
- Other criteria as deemed appropriate by the Board.

This Policy and Procedure shall become effective upon adoption by the Board of Directors and remain in effect until such time as the Board of Directors determines that it should be amended, suspended, or re-written.

The above Policy and Procedure for naming and/or renaming of park and recreation facilities, planting trees, floral garden, or placement of architectural features was approved by a majority vote of the members of the Board of Directors at its regular meeting on November 13, 2001.

Michael R. Whetstone, Chairman
Foothills District Board of Directors