

PARKS AND RECREATION COMMISSION POLICY # 7

SUBJECT: Naming Parks and Recreation Sites

POLICY:

The naming of sites within the Saint Paul Parks and Recreation system shall be based on specific criteria and for a specific purpose. Saint Paul park sites include, but are not limited to parks, facilities, recreation centers, trails, open space, tot-lots, park roads, parkways, tennis courts, playing fields, gymnasiums, swimming pools and beaches, picnic grounds, and special feature facilities, such as the zoo, conservatory, or nature interpretive centers.

The following criteria and purposes shall be considered when selecting a name for a park site:

Geographic names shall be based on adjacent street names, surrounding neighborhood or community name, or the name of other prominent nearby features, such as a water body. The purpose for using a geographic name for a park site is to enable the public to identify the site's location.

Historic names shall be based on prominent historic people or events associated with the site's general area. Care shall be taken that historic name's reflect the City's multi-cultural diversity and traditions. The purpose of using a historic name for a park site is to enable the public to identify the site's location and to educate the public about the site's history.

Functional names shall be based on the use, service or programs provided at the site. The purpose of using a functional name for a park site is to enable the public to identify the purpose, services, or programs provided at the site.

Memorial names shall be based on names of an individual who made significant contributions to the Saint Paul Parks and Recreation system and who have been deceased for at least three years. Since the purpose of using an individual's name for a park site is primarily to honor that person and his or her contribution to the parks' system, consideration shall be given to alternative geographic, historic, or functional names, so that the park site name shall serve the greatest need of the general public.

The procedure for requesting the naming of a park site shall be as follows:

Any Saint Paul resident, organization, agency, or business may recommend names for new park sites or name changes for existing park sites. Such requests shall be made in writing to the Director of Parks and Recreation. The Director shall forward the request and the staff recommendation to the Parks and Recreation Commission for its review and comment. Parks which have had another name for at least 50 years shall also be submitted by the Parks and Recreation Commission to the St. Paul Historic Preservation Commission, for its review and comment before renaming.

The Parks and Recreation Commission shall present its recommendation to the Mayor and City Council for final action.

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POLICY TYPE:

GOVERNANCE PROCESS
 COMMISSION RELATIONSHIPS

DATE APPROVED: September 11, 1991

DATE UPDATED: March 14, 2012

FURTHER ACTION TO BE TAKEN

NO RESOLUTION/ORDINANCE

LEGAL REFERENCE AND DATE OF FINAL ACTION: September 11, 1991

TRANSMIT TO: Mayor, City Council, Commissioners, Department Managers