



**Policy Type:** Board

**Category:** Land Use

**Policy Name:** Naming of Parks - Board Policy 7.4

[← Previous Policy Manual Section](#)

[Next Policy Manual Section →](#)

## **7.4 NAMING OF PARKS (Adopted 10-31-95; Amended 12-6-11)**

### **7.4.1 Naming Parklands Policy**

- (A) Total Park Naming. The County will normally adopt a name for each park based on topographic, geographic, natural or historic criteria identified with the area. Special recognition naming consideration may be given if the newly acquired park was acquired through a significant donation of land or money to the county park system.
- (B) Trails and Special Features. The County will normally adopt a name for each trail or special feature based on topographic, geographic, natural or historic criteria identified with the area. Naming of a trail or special feature may be considered to recognize families or individuals associated with specific areas over long periods of time, individuals with distinguished involvement relating to parks or park service, or individuals who make a significant donation of land or money to the county park system. Namings honoring individuals or families, other than those of historical association, will generally be in memoriam. Exceptions considered must be supported by compelling circumstances.
- (C) Renaming. There will be no renaming of existing parks. Only under compelling circumstances will the County rename portions of a park, trails or special features.



- (D) Creation of Ad-Hoc Committee. An ad-hoc committee will be formed and will meet on an as-needed basis to review applications for naming and recognition plaque narrative. The committee will consist of two Parks and Recreation commissioners and one Historical Heritage commissioner.

#### **7.4.2 Process for Total Park Naming**

In determining new parkland names, the official naming process should begin as soon as possible following acquisition and may include a naming request(s) from the community.

- (A) Staff will forward all requests, along with the Department's recommendations and a full report, to the Parks and Recreation Commission ad hoc committee responsible for naming.
- (B) The ad hoc committee's recommendation will be brought before the full Parks and Recreation Commission.
- (C) If approved, a transmittal and resolution will be prepared by staff for consideration and approval by the Board of Supervisors.
- (D) Requests not approved will be forwarded to Parks staff for an appropriate reply to those who suggested specific names.

#### **7.4.3 Process of Trail and Special Feature Naming**

Ideally, the naming of features within a park, specific trails or facilities within a park will occur during the master plan or site plan process.

When naming requests are received outside of the master plan or site plan process then the following guidelines will apply:



## County of Santa Clara

Policy Name: Naming of Parks - Board Policy 7.4

Page 3 of 4

- (A) Requests for any such naming will be submitted in writing to the Parks and Recreation Department with supporting documentation. An application form will be forwarded to the requestee to be completed and returned to the Department before further consideration.
- (B) Such requests, with staff recommendations, shall be referred to the ad hoc committee of the Parks and Recreation Commission responsible for naming.
- (C) The ad hoc committee will make recommendations to the full Parks and Recreation Commission. Recommendations will be returned to staff for preparation of an informational transmittal to the Board of Supervisors.

### 7.4.4 Special Considerations

- (A) Inter-Agency Agreements. The County will retain the name of parkland properties which, through inter-agency agreement, the County operates but does not own, when so requested by the owner agency.

### Related Policies

None.

### Related Forms and Information

None.

### History

Date	Changes Made
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## County of Santa Clara

Policy Name: Naming of Parks - Board Policy 7.4

Page 4 of 4

2/10/2014	Policy Uploaded. (Kyle Larson)
12/06/2011	Policy Amended. <a href="#">View legislative file.</a>
10/31/1995	Policy Adopted.