

November 1994
Newton Parks & Recreation Department

DEDICATIONS

- Procedure Outline
- General Policy for Naming Park
- Facility & Area
- Renaming of area/facility

PROCEDURE OUTLINE:

A written request by individuals, city-wide/neighborhood groups, or organizations submitted to Parks & Recreation Commission. The request would provide historical and supportive information as appropriate to justify the recommendation.

Acknowledgement by the Parks & Recreation Commission in writing to particular group requesting the naming.

The request would be placed on the Parks & Recreation regular agenda or a special meeting would be held. If there is a special meeting, a minimum of a 48 hours notice to the public is required. A notice sent to abutters/interested parties of facility area indicating that a request is being presented and discussed by Parks & Recreation Commission.

After the proposal is officially submitted to the Parks & Recreation Commission for consideration, there will be a minimum of 30 days before an official vote will be taken at a Parks & Recreation Commission Meeting. During this time a public notice should be made to local papers and interested parties and abutters.

The official vote for approval will need 5 affirmative votes of the commission membership.

GENERAL POLICY FOR NAMING PARK FACILITY AND AREA:

An individual considered must have made major contribution and unselfish efforts to community/Parks & Recreation or have been involved with the particular facility or activity.

An individual considered may have made major donation in acquiring the property.

No official in office will be considered until such person has left office.

In naming sites, consideration shall also be given to geographical location, historic or geologic features.