
CITY OF KELOWNA

MEMORANDUM

Date: December 21, 2004
File No.: 6140-20
To: Ron Born, City Manager
From: Joe Creron, Parks Manager
Subject: Park and Park Feature Naming Policy

Recommendation:

That the Park Naming Policy be amended as outlined by the Parks Manager report.

Background:

On October 21, 1997 Council adopted the Park Naming Policy. Essentially parks are given names that follow adjacent street names; where an adjacent street name has already been used, then a name is chosen to describe the name of the neighbourhood for neighbourhood parks, or the name of the community, sector or unique geographical feature for community, recreation, linear or city level parks. When the above process has been used and all names have been used as outlined above, then honouring of individuals will be considered as long as the individual has significantly contributed to the community. The policy also addresses renaming of parks.

Recently the City was requested to name a feature in a park to honour an individual. In order to assess these requests the subject policy needs to be amended.

In summary the policy amendment states that:

1. Prior to naming a park feature after an individual the same procedure as naming a park be followed.
2. Naming a feature within a park after an individual will be considered if the individual significantly contributed to the community (e.g. prominent pioneers and settlers; Kelowna residents who have achieved Provincial or Federal prominence or acclaim in fields such as sports, education, politics, medicine, etc.; residents who have made a major sacrifice for the welfare or life of the community or Canada).
3. Features will not be named after social/ethnic/religious causes or groups.
4. Honouring of individuals by naming park features after them is preferred in parks that are not named after specific individuals or named after the neighbourhood, community, sector, unique feature, geographic areas (e.g. Simpson Walk in Waterfront Park; Veendam Gardens in City Park).
5. Naming features within parks by using names that do not honour a specific individual is preferred in parks named after individuals (e.g. Pioneer Pavilion in Knox Mountain Park).

In addition to the above a policy will be developed to address the naming of buildings within Parks and other City owned lands.

Joe Creron
Parks Manager

Cc Director of Parks and Leisure Services



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COUNCIL POLICY MANUAL

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APPROVAL DATE:
RESOLUTION #:
REPLACING #: R727/97/10/27
DATE OF LAST REVIEW: January 2005

SUBJECT: PARK and PARK FEATURES NAMING POLICY

THAT the City of Kelowna undertake the task of assigning park and park features names in compliance with the following policy:

1. Naming Criteria

- (a) That parks be given names that follow adjacent street names, where the street names have been approved in accordance with the City Council Policy for Street Naming for Newly Created Roadways/Okanagan Historical Society.
- (b) Where the adjacent street has already been used to name a Park, then a name will be chosen to describe the name of the neighbourhood for neighbourhood parks or the name of a community, sector or unique geographical feature for community, district, linear or City level parks.
- (c) Where the adjacent street name or name of the neighbourhood, community, sector or unique geographical feature have already been used, the honouring of individuals by park naming may be used as long as there is a significant community contribution by the individual (e.g. prominent pioneers and settlers; Kelowna residents who have achieved Provincial or Federal prominence or acclaim in fields such as sports, education, politics, medicine, etc.; residents who have made a major contribution or sacrifice for the welfare or life of the community or Canada).
- (d) Existing parks that already have been named are not to be renamed after an individual living or dead unless the proponent of the name change demonstrates:
 - that the community supports the changes;
 - if the existing name of the park is after an individual, the individual for whom the park has been named supports the change if living or the next of kin if the individual is deceased;
 - information that the individual to be honoured has contributed in a significantly tangible way to the community.
- (e) The honouring of individuals by naming park features be considered if the individual significantly contributed to the community (e.g. prominent pioneers and settlers; Kelowna residents who have achieved Provincial or Federal prominence or acclaim in fields such as sports, education, politics, medicine, etc.; residents who have made a major contribution or sacrifice for the welfare or life of the community or Canada).
- (f) Honouring of an individual by naming a park feature after them is preferred in parks that are not named after a specific individual (e.g. Simpson Walk in Waterfront Park) and it also is preferred that park features be named using names not specific to an individual where the park is already named to honour an individual (Pioneer Pavilion in Knox Mountain Park).
- (g) Parks and Park Features will not be named after social/ethnic/religious causes or groups.



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2. Processing of Requests

- (a) All requests to honour individuals are to be submitted to the City Clerk in writing. The City Clerk will forward the request to the Parks Committee for their consideration. The proponent must outline in their detailed submission how their request conforms to the naming criteria for naming a park or park feature after an individual and their submission must be supported by:
- a petition signed by a minimum of two-thirds of the owners of property directly affected, if a park or park feature name change is being requested. Where there is joint ownership of the property, only one signature per property is permissible. The petition must be in the City Council approved format as per the attached. Community support is defined as follows: for neighbourhood parks 2/3 of the owners of property support the park or park feature name change within a ½ kilometre radius of the subject park; for community parks 2/3 of the owners of property support the park or park feature name change within a 2 kilometre radius of the subject park; for District, City, and other Park types 2/3 of the owners of property support the park or park feature name change within a 5 kilometre radius of the subject park;
 - evidence of broad support from the community to honour an individual by naming a future park or park feature after that individual;
 - information that the person being honoured has contributed in a significantly tangible way to the community;
 - a letter from the Okanagan Historical Society stating their opinion on historical significance of the individual to be honoured;
 - that the person being honoured is in agreement with the park or park feature to be named if they are living or by their next of kin should they be deceased;
 - the means (e.g. sign, plaque, etc.) they wish to honour an individual;
 - the funding source of the approved means (signs, plaques, etc.).
- (b) If the Parks Committee deems that the submission is in accordance with policy, the Committee will recommend the naming of the park to City Council for approval.

If the Parks Committee deems that the submission does not fit with the policy, the Committee will notify the proponent in writing of its decision.



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3. Appeals

- (a) If the proponent is not satisfied with the decision, the proponent may seek City Council review for re-consideration.

NOTE: PAGE 4 OF THIS POLICY IS A SAMPLE COPY OF A PARK NAMING PETITION

REASON FOR POLICY: To name parks and park features after individuals that have significantly contributed to the community.

LEGISLATIVE AUTHORITY: Not applicable.

PROCEDURE FOR IMPLEMENTATION: Requests to name a park or park feature are to be submitted in writing, along with relevant support material, to the City Clerk's Dept. who will forward the request to the Parks Committee. If the Parks Committee deems that the submission meets with policy, the Committee will recommend the naming of the park to City Council for approval.