

# BOARD DIRECTED POLICY

**To:** BCC Employees

**From:** Don Donaldson, County Administrator

**Subject:** Establish Naming of County Sites and Facilities

**Effective Date:** October 22,2024

**Created by:** Administration & General Services

**BCC Meeting:** XXX

**Agenda #:** XX

**Item #:** XX

## PURPOSE

The purpose of this policy is to establish guidelines to be used in the naming of County sites and facilities, and the use of statues, busts, or other memorials.

## POLICY

### Naming of County Sites and Facilities

1. The names of all County sites and facilities shall be determined in accordance with requirements set forth herein:
  - A. Existing County sites and facilities may retain the name which has been historically accepted through common usage.
  - B. New or existing sites and facilities may be named:
    1. For the neighborhood, community, district, or region in which the site or facility is located; or
    2. After the primary street which it abuts; or
    3. To describe the purpose and function of the facility.
  - C. In exceptional cases, a new or existing site or facility may be named for a person, or for a belief, ideal, concept or historical event of significance to the County, State, nation, or world. In cases where the site or facility is named for an individual, that person may be deceased or living.
    1. If the individual is deceased, it must meet one or more of the following criteria:
      - a. Said person has a significant association with the site or facility; or
      - b. Said person has contributed significantly to the community or area in which the site or facility is located; or
      - c. Said person has achieved significant recognition historically on the County, State, national, or international level; or
      - d. Said person has been honored for service in the armed forces of the United States of America.
    2. If the individual is living, it must meet the following criteria:
      - a. Said person has a significant association with the site or facility; and
      - b. Said person has contributed significantly to the community or area in which the site or facility is located; and
      - c. Said person has achieved significant recognition historically on the County, State, national, or international level; and
      - d. Said person has had over 30 years of public service to Martin County.
      - e. The facility chosen for naming must be a restricted access facility.

# BOARD DIRECTED POLICY

## **Naming of Memorials**

The County shall erect, install, and accept donations for permanent statues, busts, or other memorials in accordance with requirements set forth herein. Permanent statues, busts, or other memorials may be erected, placed, or installed in County parks, sites, and facilities to honor:

1. Persons or groups that have a significant association with the site or facility; or
2. Persons or groups for which a site or facility has been named; or
3. A belief, ideal, concept or a historical event of significance to the community, County, State, nation or world; or
4. A historical event of significance to the site or facility; or
5. A person or group which has contributed significantly to the site or facility; or
6. A person or group which has achieved significant recognition historically on the County, State, national or international level; or
7. A person or group which has been honored for service with the armed forces of the United States of America.

## **DEFINITIONS**

**Facility:** Includes any office building, stadium, arena, sheriff or fire station, or any other facility owned, managed or operated by Martin County.

**Memorial:** Includes any statue, bust, monument, or plaque erected or installed in remembrance of a person or historical event.

**Site:** Includes any land parcel owned by Martin County.

## **APPLICABILITY**

All sites and/or facilities with the exception of parks, libraries, and roads which already have an established naming policy.

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Don Donaldson, County Administrator

## **Suppression History:**

234 – March 14, 2022

cwd00o.002-March 14, 2020 (old format)