



COUNCIL POLICY C-PD07

Naming of Subdivisions, Parks, and Trails

Prepared By: Planning and Development Services

Council Approval Date: June 27, 2017

Effective Date: June 27, 2017

References: Municipal Government Act
Procedures

Previous Revision Date: Feb 8, 2011 (PD-007)

Sep 12, 2000 (RP 013)

LAS Review Date: April 6, 2017

PURPOSE

To establish a coordinated and consistent method for the naming and re-naming of subdivisions, parks, and trails within Parkland County.

POLICY STATEMENT

Parkland County will use a set of guidelines, procedures and requirements to ensure that the naming and renaming of subdivisions, parks and trails reflect the heritage of the community and persons of community importance.

DEFINITIONS

1. "Administration" means the staff of Parkland County who are assigned responsibility.
2. "Name" and "Naming" includes re-name and re-naming respectively.
3. "Names List" means a database of Council-approved names that is maintained on an ongoing basis and serves as the main source of potential names for subdivisions, parks, and trails in Parkland County.
4. "Park" means County-owned land used for public recreation or nature reserve.
5. "Subdivision" means a multi-parcel residential subdivision of land, registered by plan of survey or descriptive plan, containing four (4) or more parcels.
6. "Trail" means a narrow thoroughfare, similar to a lane or pathway, held as a registered right of way by Parkland County and intended for recreation and/or active transportation uses.

RESPONSIBILITIES

1. The Director of Planning and Development Services or designate is responsible for implementing, monitoring and evaluating this policy.
2. The Director of Planning and Development Services (or designate) shall have the authority for naming subdivisions, parks, and trails in accordance with this policy and related Administrative procedures.
3. Planning and Development Services is responsible for the maintenance of the Names List. The Names List will be updated on a bi-annual basis and be presented to Council for approval.
4. Planning and Development Services is responsible for monitoring and evaluation of related Administrative procedures.
5. Where a proposed name may create potential conflict and the Director of Planning and Development Services (or designate) and the applicant are unable to come to an agreement, the CAO (or designate) will be responsible for referring the naming request to Council for their consideration.

STANDARDS

1. Planning and Development Services shall adhere to this policy and any approved Administrative procedures when naming or renaming a subdivision, park or trail within the County.
2. This policy is not intended to address individual memorial dedications (i.e. commemorative benches or plaques), naming rights/sponsorship opportunities, or the naming of core County-owned facilities (i.e. County Centre, fire halls, etc.).
3. This policy will establish a registry of names ("Names List") for the purpose of maintaining a database of Council-approved names that can be used for the naming of subdivisions, parks, and trails. Planning and Development Services will be responsible for the maintenance of the Names List.