



City of Kelowna
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Council Policy

Commemorative Recognitions in City Parks

ESTABLISHED: January 16, 1995

Contact Department: Civic Operations

Guiding Principle

Commemorative recognitions in public parks shall be designed and placed in order to help enrich the park experience, while respecting the natural environment, maintenance considerations, and broader community interest in the park space.

Purpose

The purpose of this policy is to establish acceptable criteria for commemorative or memorial recognitions in City parks and outdoor public spaces.

Application

This policy applies to:

- All parks and outdoor public spaces owned by the City of Kelowna; and
- Plaques, monuments, structures, signage or anything else being used to commemorate or memorialize an event, person, group or cause.

This policy does not apply to:

- Temporary signage recognizing grants, cash, or in-kind contributions, donations or sponsorships that are placed on a site for a period of two years or less;
- Plaques placed in Stuart Park in order to acknowledge the City's Annual Civic Awards;
- Interpretive signage that explains natural or historical features of a park;
- Commemorative or memorial recognition placed within or on City-owned buildings, or at Kelowna Memorial Park Cemetery; or
- Plaques placed on donated park furniture that is part of the Parks Amenity Donation Program.

Policy Statements

1. Commemorative and memorial recognition in parks will only be allowed for the following reasons:
 - to acknowledge a major donation or sponsorship to the park or its facilities;
 - to recognize a location of special historical significance; or
 - to recognize a contribution to the City of historical significance and of particular importance to the community at large (e.g. war memorial).
2. Except as noted above, commemorative plaques will not be installed to recognize:
 - individuals,
 - social/ethnic/religious causes or groups, or
 - community events.
3. Placement of a plaque or monument must not interfere with other uses in the park and shall take into account maintenance and environmental considerations.

4. For each commemorative recognition an agreement will be signed with the person or group initiating the request that includes but is not limited to the location of the recognition, the term and renewal process for the agreement, what will be done with the recognition at the end of the term and who will bear the cost of maintenance and replacement if required.
5. The wording and location of any commemorative and memorial recognition is to be approved by the Park Services Manager.

Amendments

R944/16/12/05 - Minor revisions to language and formatting; additional information on exemptions to the policy (e.g. plaques on donated park furniture, interpretive signage, City buildings, or at Kelowna Memorial Park Cemetery); agreement that notes the term and renewal process for the recognition, and who is responsible for maintenance or replacement.

R375/10/04/26; R186/10/03/01; R529/05/05/30; R39/95/01/16