

**ARLINGTON COUNTY POLICY FOR NAMING AND RENAMING  
OF COUNTY FACILITIES AND PARKS  
Adopted by the Arlington County Board July 10, 1999**

- I. Criteria for Naming County Facilities:** County facilities, including buildings and parks, shall generally be named according to the geographical, historical, or ecological relationships in which the site is located. Exceptions may be made in the following circumstances:
- A) To Commemorate an Individual's Service: Facilities may be named after an individual who made significant contributions to Arlington County through participation in community, state, or national service. A facility can be so named five years or more after the individual is deceased.
  - B) To recognize a Significant Contribution to a Facility: In selected instances, a county facility may be named after a business/individual/organization that makes a unique and extraordinary financial or other contribution to the development and/or usage of the facility being named. The merits and value of each such naming shall be evaluated on a case-by-case basis. It should not be assumed that a financial contribution guarantees that a facility is named after the business/individual/organization.
  - C) To help Identify the Facilities Purpose/Usage: A name may be assigned to a county facility if it helps to describe and identify the usage or purpose of the facility.
  - D) To Identify the Facility with a Specific School: Facilities developed on a school site may be named according to the name of the school.
- II. Renaming County Facilities:** Renaming a county facility can occur if:
- A) The above-stated criteria are met;
  - B) A valid justification for renaming the facility is provided;
  - C) Changing the name will not cause undue confusion within the community;  
and
  - D) An appropriate level of community support exists.

**III. Process for Naming County Facilities:**

- A) The Park and Recreation Commission shall make recommendations to the County Board concerning the naming or renaming of parks, recreation, conservation, and public open space areas and related facilities. The Commission will seek comment from the following organizations when considering a facility naming or renaming request: Historical Affairs and Landmark Review Board, Neighborhood Conservation Advisory Committee and the appropriate neighborhood civic association(s).

The Park and Recreation Commission will synthesize the comments received and make a recommendation to the County Board. The County Manager will also present a recommendation to the County Board.

- B) The Historical Affairs and Landmark Review Board shall make recommendations to the County Board concerning the naming or renaming of County buildings and facilities not mentioned in III.A. A consultation and recommendation process similar to that described in III.A. shall be followed in the naming or renaming of non-park or recreation-related facilities.