

Parks, Recreation & Cultural Resources Advisory Board

September 10, 2015

Agenda Packet

**PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
SPECIAL MEETING
SEPTEMBER 10, 2015, 7 P.M.
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.cityofpalmer.org**



CHAIR	Helene Antel
VICE CHAIR	Stephanie Allen
BOARD MEMBER	Jo Ehmann
BOARD MEMBER	Dot Helm
BOARD MEMBER	Jan Newman
BOARD MEMBER	Meggie Aube-Trammell
BOARD MEMBER	ED KESSLER

AGENDA

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
- E. Minutes of Previous Meetings
 - 1. Regular Meeting of August 6, 2015
- F. Audience Participation
- G. New Business
 - 1. Presentation on local parks by Damon Hampel, Park Ranger with State Parks Division of the Department of Natural Resources
 - 2. Plans for dedication of Sgt. Kurtis Arcala-Berberich Memorial Soccer Fields
 - 3. Request to place memorial bench honoring Margie L. Gabrielle along Shane Woods Trail presented by Staci Manier
 - 4. Request for letter of support for the nomination designating the Matanuska Colony Community Center Historic District a National Historic Landmark
- H. Board Member Comments
- I. Adjournment



Minutes
August 6, 2015

**PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
CITY OF PALMER, ALASKA**

**REGULAR MEETING
THURSDAY, AUGUST 6, 2015
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the City of Palmer Parks, Recreation & Cultural Resources Advisory Board was called to order by Acting Chair Jan Newman at 7:00 p.m.

B. ROLL CALL:

Present and constituting a quorum were Board Members:

Dot Helm
Jan Newman
Jo Ehmann
Meggie Aube-Trammell

Excused absence(s):

Helene Antel, Chair
Stephanie Allen, Vice Chair
Ed Kessler

Also present were:

Sandra Garley, Community Development Director
Pam Whitehead, Recording Secretary

C. PLEDGE OF ALLEGIANCE: led by Ms. Garley.

D. APPROVAL OF AGENDA: The agenda was approved as presented.

E. MINUTES OF PREVIOUS MEETING:

The minutes of the Special Meeting of July 9, 2015 were approved as presented.

F. AUDIENCE PARTICIPATION:

LaMarr Anderson, Chairman, Palmer Board of Economic Development, welcomed the new board as another advisory body to the Mayor and City Council, and spoke to the intertwined focuses of both boards in joint desires to identify and work together for the betterment of Palmer. On behalf of the BED, he looks forward to a collaborative process building a stronger voice to the Council supporting each other in our recommendations.

Verda Lewis, a Palmer resident of many years at 1438 S. Denali Street, addressed the Board discussing vacant parcels of land along the undeveloped road section of S. Denali St. owned by the City that they would like to see turned into an active playground park for children across from the soccer fields. She also talked about an area for parking and bring in a bike path on E. Commercial down the undeveloped S. Denali and along the ice rink (MTA Events Center) connecting with the current bike path on E. Cope Industrial Way. She has discussed these ideas with some of her neighbors and they are rallying to get it done.

Don Lambert, a neighbor to Ms. Lewis, spoke in support of the proposed park project, talking about connecting the trails and paths between the ice rink, soccer fields, with a playground. There are a number of multifamily rental developments in the area with a lot of young kids in their neighborhood that live in the apartment complexes with no place to go but play in the street. The potential is tremendous for the development of a small little playground and there are safeguards that could be put in place, but it would be a welcome attribute to the neighborhood.

John Berberich, spoke to the board, encouraging the dedication of the Sgt. Kurtis Arcala-Berberich Memorial Soccer Fields to finally take place, explaining that Kurtis died in Iraq in 2005. He stated that his family has been waiting for 10 years.

G. NEW BUSINESS:

1. Presentation by State Parks Department – rescheduled to a future meeting.
2. Presentation of new park concepts: (Committee of the Whole)

Board Member Newman moved, seconded by **Board Member Ehmann**, to enter Committee of the Whole for informal discussion of the following agenda items and to invite any members of the audience to participate if they so wished.

VOTE ON MOTION: Carried Unanimously.

[The Board entered Committee of the Whole at 7:18 p.m.; exited at 8:06 p.m.]

Ms. Garley directed attention to Information Memorandum 15-001 in the packet (p. 13) containing information and maps of potential park improvements for the City and further explained background information. Questions of staff and informal discussion ensued concerning the following and other parks in the city.

- a) S. Denali Street by Sgt. Kurtis Arcala-Berberich Soccer Fields.

The concept is to use this small area for a playground park that would not only give neighborhood children a place to play but could also provide a play area for families of children on one of the adjacent soccer fields.

- b) LAWCON application Kopperud property acquisition.

The City has submitted grant applications to acquire this property. The northern two parcels would provide a natural connection between the trails in and around the Mat River Park and the DOT separated paths along the Old Glenn Highway. The southern parcel will be used for less active recreational uses to protect the eagle(s) nesting in the area. It was the consensus of the Board to support acquisition of this property.

- c) Skateboard Park Improvements.

There is renewed interest in upgrading the elements of the City's skateboard park and

perhaps adding other features to make this a more engaging recreational area for teens. See p. 25 of the packet for a concept design of skateboard park improvements.

Ms. Garley explained that the City Council would be looking to receive the Board's recommendations on what should be accomplished concerning these park properties, keeping in mind the cost of maintenance.

Discussion ensued as to priority of the three projects and reaching out for neighborhood involvement.

[The Board exited Committee of the Whole at 8:06 p.m.]

3. **PRCRAB Resolution No. 15-001.** A Resolution of the Parks, Recreation & Cultural Resources Advisory Board in Support of City's Mat-Su Trails & Parks Foundation Grant Application / MSTPF Letter of Intent.

Ms. Garley directed attention to draft resolution at p. 33 of the packet, explaining the purpose of the proposed resolution and request for a letter of support, noting the timing is short for submission of the grant application.

Board Member Dot Helm recused herself from voting for the reason that she is also a board member of the Mat-Su Trails & Parks Foundation. As a result, it leaves this board without a quorum vote to pass the resolution at this time. Ms. Garley indicated she would indicate that there is a resolution of support pending and would submit it as supplemental information with the grant application.

BOARD MEMBER NEWMAN moved, seconded by **BOARD MEMBER AUBE-TRAMMELL** postpone voting on Resolution 15-001 until the next meeting for lack of a voting quorum.

VOTE ON MOTION: CARRIED UNANIMOUSLY.

Acting Chair Newman, in response to the Mr. Berberich's request for dedication of the Sgt. Kurtis Arcala-Berberich Memorial Soccer Fields, inquired why this dedication has not been done. Ms. Garley explained that this is something that she feels should have been done years ago and that she would like to invite the family, the Mayor, the Board, the Community, and a Military Honor Guard, pick a date, and dedicate this park.

BOARD MEMBER NEWMAN moved, seconded by **BOARD MEMBER AUBE-TRAMMELL** to direct staff to work with the family to select a date for the dedication of subject Sgt. Kurtis Arcala-Berberich Memorial Soccer Fields.

VOTE ON MOTION: CARRIED UNANIMOUSLY.

4. Review of Urban Revitalization Plan.

Mr. Garley reported that Board Members have received a copy of the Urban Revitalization Plan; it is also online on the City's website. This is information for the Board's reference and use. She noted that she felt the community, back in 2002 at the time the plan was developed, did a remarkable job of public input and that this document reflects what the community wanted to see along the railroad right-of-way.

H. BOARD MEMBER COMMENTS:

Board Member Newman spoke to the email that board members received from Board Member Ed Kessler about his extended absence from Palmer and raised concerns about him not being able to fully participate in board activities for several months; that perhaps he should step down until he returns. Further discussion ensued.

It was the consensus of the Board that Ms. Garley contact Mr. Kessler indicating the concerns raised, and ask if he has a recommendation of someone in his stead that would similarly represent his ideals and values.

Board Member Aube-Trammell introduced herself as she was not present at the first meeting and explained why she was interested in serving on this board. She grew up in Palmer and Wasilla and graduated from Palmer High School in 2002, went to UAA, and graduate school at the University of Iowa. Her parents, William and Carol Aube have been very active members of the community for years. She is a musician and has a music studio in Downtown Palmer. She teaches all ages from little kids to the elderly. She participates at the Senior Center, Job Corps, and area schools. She was first attracted to this board because of the cultural aspect, but was also drawn to parks and recreation as she uses the parks and the trail systems. She believes she has a lot of good ideas to share and looks forward to working with everyone. One idea she'd like to put forward perhaps for the next meeting is address the lack of bike racks around Palmer. Brief discussion followed. Ms. Garley will put it on the agenda for next meeting.

Board Member Ehmman spoke to the importance of letting the community know about the purpose of this Board and its activities. The more people who know, the better it will be for the community; suggested a regular column or something in the Frontiersman.

I. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:20 p.m.

Jan Newman, Acting Chairman

Sandra Garley, Community Development Director



New Business



**CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
INFORMATION MEMORANDUM 15-002**

SUBJECT: Memorial Policy – 5 Examples of Municipal Policies

AGENDA OF: September 10, 2015

ACTION: Discussion of potential policy for donated park improvements serving as memorials in the City of Palmer

On the following agenda pages are adopted memorial policies. The Port Angeles, Blue Mountain and Tualatin policies are comprehensive while others are specific to memorial benches.

These examples are meant to give the Board a starting point for discussion of what type of policy for installation of memorials the Board may want to recommend to the City Council.

Material includes:

1. City of Port Angeles Memorial and Donation Policy
2. City of Blue Mountain Public Memorials Policy
3. City of Tualatin Memorials and Naming Policy
4. Town of Wainwright Memorial Bench Program
5. City of Portland Commemorative Bench Policy and Review Procedures

Please review and note which parts of each policy seem to be a reasonable concept for Palmer and which parts do not fit this community.

CITY OF PORT ANGELES

Park and Recreation Outdoor Facilities

Memorial and Donation Policy

Adopted by Parks Commission 10/20/05



Purpose: The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donated park improvements, either as a result of a cash or physical property donation. These donations may include, but are not limited to, park benches, bicycle racks, picnic tables, public art, monuments (by exception only), drinking fountains, flags, and other types of park trails accessories. This policy does not apply to buildings or land. The City desires to encourage donations while at the same time manage aesthetic impacts and mitigate on-going maintenance cost.

The development of public facilities is expected to be the result of careful planning and quality construction. In addition, public facilities are expected to be maintained to a standard acceptable to the community.

Guidelines established by this policy will apply to all donations made after the effective date of this policy. Donations made prior to the adoption of this policy shall be subject to applicable sections of this policy. This policy is also designed to provide guidelines for individuals or groups should they desire to decorate, landscape or adorn a donation, such as a tree, bench, or picnic table on city owned property.

Standards established by this policy will apply to purchased equipment, installation techniques, donation acknowledgements, decoration and long term care of all donations made after the adoption of this policy.

GUIDELINES FOR EXISTING DONATIONS

Definition of an Existing Donation: For the purpose of this policy, existing donations are those donations installed prior to the adoption of this policy.

Appearance and Aesthetics: Decoration, ornamentation, and adornment of donated elements can interfere with routine maintenance and the appearance of the donated item if not cared for on a regular basis and installed properly. Nothing shall be hung or tied to trees. Because landscaping installed in and around picnic tables and benches can be trampled, landscaping shall not be done around site furniture. Decorations which may be allowed on a temporary basis for a limited time should not interfere with the use of nearby public space, nor represent a hazard to motorists, bicyclist or pedestrians. The donor shall remove any temporary decorations within a reasonable amount of time as they can weather, and become unattractive and detract from the image of the community.



Materials: If landscaping around trees is desired, donors are encouraged to utilize natural materials in the construction of a six (6') foot border around the tree i.e. (one row of rocks no larger than eight inches in diameter). Prior approval of the landscaped area must be obtained from the Recreation Division.

Maintenance: Maintenance of the landscaping at tree donation sites is the responsibility of the donor. All landscaped sites will be maintained weed and debris free. All dead flowers and shrubs will be removed and disposed of by the donor. Donors must request direct supervision by City Parks Maintenance staff during pesticides, fertilizers or herbicidal application to manage the proper type and amount of pesticides, fertilizers, or herbicides. If a donor determines that he or she can no longer maintain the donor site, the donor is requested to contact the City in order that City staff may restore the site to its original condition. Donated park elements (i.e. benches, trees, plaques, etc.) become City property. Donations made previous to the adoption of this policy are to be maintained by the city during its salvageable life span.

STANDARDS FOR NEW DONATIONS

Definitions of New Donations: New donations are those made after the adoption of this policy.

Acquisition or Purchase: The City and the community have an interest in ensuring that park elements purchased and installed be of high quality related to style, appearance, durability and ease of maintenance. The City staff will be responsible for the purchase and installation of all park elements.

Appearance and Aesthetics: The City and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Park elements and/or their associated donation acknowledgments should reflect the character of the park or facility. All park elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.

Maintenance: Donated park elements and/or their associated donation acknowledgement, become City property. Accordingly, the city has the duty to maintain the donation only for the expected life cycle of the donation. If current information is on file, donor will be informed and given the opportunity to take further action at the expiration of the original life cycle.

Repair: The community has an interest in ensuring that all park elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated park elements must be of high quality to ensure a long life, be resistant to the elements, wear and tear, and to acts of vandalism.

Cost: The City has an interest in ensuring that the donor covers the full-cost for the purchase, installation, and maintenance during the expected life cycle of donated park elements. A separate fee schedule is maintained in which the City will detail costs for donations, installation,



and maintenance. The City also has an interest in ensuring that on-going maintenance costs do not negatively impact the resources available for maintenance of other City park facilities. Consequently the City will assess, at the time of purchase, a charge sufficient to cover anticipated on-going maintenance of donated park elements during their expected life expectancy.

PROCEDURE FOR MAKING A DONATION

The City's Recreation Division office will manage all donations located on City park property, with the assistance of the Parks Maintenance Operation staff.

Application: The donor must contact the Recreation office to determine whether a donation may be accepted based upon criteria contained in this policy. If a donation can be accepted, the donor will complete an application form. Applications are available through the mail or in-person at the Recreation Division office. Completed applications and payment will be made to the Recreation Division office for review and processing.

CRITERIA FOR ACCEPTANCE

Park Plan: To accept donation of a park element for a specific park facility, a park plan must exist showing the available locations for park elements. If no plan exists then a donation may be made to another facility. If a plan exists, but does not identify a particular park element proposed for donation, the City may accept the donation under certain conditions. Under this circumstance the donation must 1) meet a true need of the facility, 2) not interfere with the intended current or future use of the facility and 3) not require the relocation of other equipment or infrastructure to accommodate the donation. In the opinion of the City, a facility may be determined to be fully developed and the opportunity for donations would not be available.

Donation Acknowledgements/Memorial Plaques: Donation acknowledgments, as approved by the City, and memorial plaques are to be directly affixed to the donation and/or, are to be made of bronze and purchased through the City. Donation acknowledgements/memorial plaques will be a maximum 5 x 7 or 2 x 18 (pending application) inches in size, utilize "cheltenham light" lettering and numbers, have a leatherette background, be of light brown type "A" color (subject to change, due to availability) and manufactured by a City approved vendor to ensure highest quality, life and durability. In cases where bronze plaques are not feasible, City staff may suggest alternative types. These types will be in character with the intent of this section and acknowledgments shall be tasteful, and subtle. To prevent obscene or potentially offensive text from being displayed on city property, the City must approve all text for donation acknowledgements/memorial plaques.

In park bench applications the donation acknowledgment will be routed into the seat back of the bench.



In picnic table applications the donation acknowledgment will be inserted into the concrete pad installed under the picnic table. Multiple donors (up to 6 per table) will be allowed.

In tree installation applications the donation acknowledgment will be installed in a flush mounted concrete pad.

Notification: This criteria is a requirement for both existing (at the expiration of its life-cycle period) and new donations. It shall be the responsibility of the donor to provide the Recreation Division with a current address for purposes of notification regarding their donation. For the purposes of notification the City will send a certified letter to the donor, notifying the donor of changes related to the status of their donation (i.e. a need to remove, relocate, or comply with conditions set forth in this policy).

PARK BENCHES, BICYCLE RACKS, PICNIC TABLES, AND DRINKING FOUNTAINS

Park benches, bicycle racks, picnic tables, drinking fountains, and playground components may be sited in locations approved by the Recreation Division in accordance with an available site plan. Items donated must be of a product approved by the Recreation Division, and these items become City property at time of purchase.

TREES

Landscaping and plant selection for park facilities is critical due to the marine coastal environment in Port Angeles. Accordingly, the size and specie of tree or trees donated shall be limited to those determined by the City. Trees will only be accepted for areas that have active irrigation systems in place.

MONUMENTS

Upright monuments or monuments resembling those typically found in cemeteries may not be installed at any City park facility. Exceptions to this policy are the Veteran's Park and monuments installed by the City commemorating the history and/or dedication of a park facility.

FLAGS

Flags may be sited in locations approved by the Recreation Division in accordance with an available site plan. Flags deteriorate quickly when exposed to the elements and the size of a flag is determined by the type, size and configuration of the pole on which it is to be mounted. Consequently, donated flags must of a size and quality suitable for the site and the environment in which it is to be located. Flags may be subject to replacement, paid for by the donor at the time when City park personnel determine replacement is needed.



INTERPRETIVE SIGNS

Interpretive signs may be installed at sites that are appropriate for describing the history, geology, environment, and flora and fauna of a particular area. Interpretive signs shall be of a size that is in keeping with the character of the site. Interpretive signs shall be of a design that meets requirements for access to the disabled. Interpretive signs shall be designed in such a manner that is consistent with other interpretive signs on the site. Interpretive signs shall be constructed of materials that are of high quality, vandal resistant, and able to withstand harsh environmental conditions.

OTHER DONATIONS

There may be other donations possible, other than those expressly listed or contained within this policy. The City may accept those donations subject to a review by the Recreation Division. The City may, at their discretion, bring any donation proposal to the Parks, Recreation and Beautification Commission for review and approval.

BUILDINGS, STRUCTURES, AND PUBLIC ART

Donated buildings, structures (including playgrounds) and public art (with the exception of public art placed at the Port Angeles Fine Art Center and the Art Outside Program) are subject to full review and approval of the Parks, Recreation and Beautification Commission and the City Council and are not considered as part of this policy.

CONDITIONS

Installation: Installation of donated park elements, including the donor acknowledgement/memorial plaques, will be completed by City personnel. The installation will be scheduled at a time and date as determined by Parks Maintenance Operations section so as not to unnecessarily interfere with routine park maintenance activities.

Removal and/or Relocation: This section applies to both existing and new donations. The City reserves the right to remove and/or relocate donated park elements and their associated donation acknowledgments/memorial plaques, when they interfere with site safety, maintenance or construction activities. In accordance with previously stated procedure in this policy, the City will send a registered letter to each identifiable donor notifying the donor of any action related to the disposition of the donation. In certain situations, such as safety or emergency situations, the notification may be made after the action taken. In the event a donation must be permanently removed, the City will seek an alternative location consistent with this policy. If no such location can be found, the information contained on the memorial may be, at the donor's request, located on a memorial plaque set aside for this purpose at a designated location.

MAINTENANCE AND REPAIR

The long term care and maintenance of donated park elements is important to both the donor and the City.

Life Cycle Care Fund: The establishment of the Life Cycle Care Fund ensures that the City will care for the donation for the estimated life of the donation, or until such time the City determines that the memorial donation must be removed and/or relocated for unforeseen circumstances. The establishment of a Life Cycle Care Fund applies to all donated park elements installed after the adoption of this policy.

The fund is established with the intent of providing a regular revenue source dedicated and sufficient to reasonably maintain future donations for the duration of their expected life cycle. The cost of a donation will include the cost of purchase, installation, and the estimated cost of maintenance sufficient based upon the expected life cycle for a donated item. The expected life cycle, routine maintenance and element costs are identified in a separate schedule. This schedule is maintained administratively and may be modified from time to time to ensure that sufficient resources are available to maintain donations.

Accordingly, the City will determine the level of maintenance required for the donated property based upon available budget funding and the type of care needed to reasonably maintain the donation.

At the end of the life-cycle term, the donor may choose to extend the life-cycle term by paying for the current value of a new donation and its associated maintenance cost. The City reserves the right to seek a new donor for the donation at the end of the established life cycle should the original donor choose not to renew the donation, or if the City has not been able to contact the original donor.

It is in the City's interest to exclude certain donations from this policy. Donations with short life spans are to be replaced and paid for by the donor at the time when the Recreation Division determines replacement is needed. This policy shall not apply to land or building donations.

Adopted and approved by the City of Port Angeles Parks, Recreation and Beautification Commission:

*Adopted by Parks Commission 10/20/05*__

CITY OF PORT ANGELES

Recreation Division
 321 East Fifth Street / Port Angeles, WA 98362
 Phone: 360-417-4550 Fax: 417-4559



PARKS AND RECREATION OUTDOOR FACILITIES MEMORIAL AND DONATION APPLICATION		
Name of Donor:		
Address of Donor:		
Phone Number: Work:	Home:	Fax:
Email:		
Description of Donation:		
Location of Donation:		
Wording on Memorial Acknowledgement:		

Donation Cost Calculations		
Element Type		
Cost of element (1)		\$
Life Cycle Term	Years (x)	
Annual Life Cycle Cost	\$ (=)	
Life Cycle Cost		\$
Total Cost of Donated Element		\$ (2)

* Includes purchase, tax, shipping and installation.
 **A 50% deposit of the total cost must be paid at the time of the application, with the remainder due prior to installation.

I have read the Memorial and Donations Policy

Requested by: _____ Date: _____

Reviewed by: _____ Date: _____
 Parks Maintenance

Recreation Division Approval:
 By: _____ Date: _____



POLICY:
STATUS:
ADOPTED:
LAST REVISION:
TRIM REF.:
ISSUED BY:
INQUIRIES:

**PUBLIC MEMORIALS POLICY
ADOPTED
Min 389, 25 September 2012
12/122637
Built Assets - Recreation
Recreation Coordinator**

OBJECTIVE

To facilitate the appropriate placement, assessment and development of memorials to significant persons and events in the Blue Mountains.

BACKGROUND / DEFINITIONS

Memorial: An object that is designed to preserve the memory of a person, organization or event.

Infrastructure: An item used for a memorial including (but not limited to) a seat, plaque, tree or shelter.

This policy does not apply for memorials that incorporate public art elements. Any proposal that incorporates public art must comply with Blue Mountains City Council's Public Art Policy and will be considered under the Council's Accepting Gifts of Art to the City Policy.

War Memorials and the remembrance of any future conflict should be made at existing War Memorial sites in conjunction and consultation with the relevant Ex-Services Organisation(s). Council will ensure that War Memorials on Council controlled land are included on the register of War Memorials that is maintained by the State Library of New South Wales.

Proposals to move or significantly alter an existing memorial shall be considered under this policy. Council will also ensure that any alteration to registered War Memorials will be notified to the State Library for inclusion on the register of War Memorials.

GUIDELINES FOR PUBLIC MEMORIALS

1. Council will consider a public memorial for:
 - a. A long term resident of the Blue Mountains area who made a significant contribution to the area in which the memorial is proposed, or the Blue Mountains area as a whole;
 - b. A community group who have made a significant contribution to the area in which the memorial is proposed, or the Blue Mountains area as a whole;
 - c. Events that have a local, state or national significance.
2. Council will consider placement of a memorial where:
 - a. It is relevant to the person or event;
 - b. It is in keeping with the character and use of the public space in which it is to be installed;
 - c. It is in keeping with any relevant plan of management for the public space;
 - d. It does not pose a safety risk to the users of the public space;
 - e. It does not incur any ongoing maintenance cost to council;

- f. It will not impede mowing, drainage, vehicular access or the like;
 - g. It will not invite vandalism.
3. Any proposal for a memorial item or plaque must be received by council in writing, clearly indicating:
 - a. The proposed location of the public memorial;
 - b. The proposed type of infrastructure for the memorial;
 - c. The connection of the person, group or event that the memorial honours to either the location or the Blue Mountains area as a whole and how they meet the criteria listed in point 1; and
 - d. If a memorial plaque is to be fitted the wording that will be inscribed on the plaque and the size of the memorial plaque.
 4. The person or group proposing the memorial will be responsible for
 - a. The initial cost of the item of infrastructure (including any relevant development application fees) and its installation;
 - b. Any replacement of the memorial due to vandalism; and
 - c. Any ongoing maintenance in some cases for particular types of memorials.
 5. At the end of the useful life of the infrastructure, the council may choose to replace or remove the asset.
 6. A copy of any application that is approved and installed shall be provided to the Local Studies Librarian for archiving in the Blue Mountains City Library. Any application relating to a War Memorial will be submitted to the State Library of New South Wales for inclusion on the state register of War Memorials maintained by the State Library.

PROCEDURES

1. Any individual or group who propose to install, relocate or significantly alter a memorial in a public place should submit a proposal in writing to Blue Mountains City Council, addressed to the General Manager.
2. The proposal shall be assessed by the General Manager to determine its compliance with the guidelines for public memorials as described above.
3. Should the proposal for a public memorial be assessed to meet the criteria as described above, the proposal will be reported to an ordinary meeting of the Council for consideration and approval.
 - a. Proposals for a Public Memorial where the cost is estimated to be greater than \$10,000 or where the proposal involves the relocation or significant alteration to an existing memorial, will be reported to the Council for approval for public exhibition, as they arise. Any exhibition period should be for a period of no less than 28 days.

The results of the exhibition of the proposal to install, move or significantly alter a memorial shall be examined and a report outlining the results of the public exhibition will be prepared for Council's consideration and approval.

- b. Proposals for a Public Memorial where the cost is estimated to be lower than \$10,000 will be assessed and reported to the Council in March and September each year, following their assessment. In these cases, no public exhibition period is required.

4. Should a proposed memorial not meet the guidelines outlined above, the proposal will be returned to the applicant with the reasons for not complying. The applicant would be welcome to re-submit their application once the compliance issues have been addressed. If assessed as complying, the resubmitted proposal will be presented to an ordinary meeting of the Council as outlined above.

POLICY STATEMENT

Offers to provide, relocate or alter memorials to people and events significant to the Blue Mountains will be accommodated when the location and type of memorial is appropriate and where it meets the placement criteria.

The creation or placement of a memorial or monument on public land is not permitted without the consent of Blue Mountains City Council.

RELEVANT LEGISLATION, POLICIES AND PROTOCOLS:

Blue Mountains City Council Public Art Policy (2001)

Blue Mountains City Council Accepting Gifts of Art to the City Policy (2010)

Plans of Management for relevant public lands

Blue Mountains City Council Protocol for Naming of Council Owned Assets (2003)

City of Tualatin, OR

Chapter 05-06: Memorials and Naming Policy

Sections:

5-6-005 Purpose.

5-6-010 Definitions.

5-6-020 Process; Exemption.

5-6-030 Naming of City Park Properties, Amenities or Facilities.

5-6-040 Deviations from Policy.

5-6-005 Purpose.

The purpose of this policy is to describe conditions and establish criteria for placement of memorials on City park property, and naming of public park facilities. [Ord. 1189-05, 5/23/05]

5-6-010 Definitions.

- (1) "City Property" means a parcel of land or improvement owned and operated by the City of Tualatin for public purposes.
- (2) "Park" means a parcel of land owned and operated by the City of Tualatin for park and recreation purposes.
- (3) "Facility" means a building or structure located on a City property, including but not limited to libraries, office buildings, utility buildings, recreation centers, community centers, plazas, pathways, sports fields or structures used for specific sports such as tennis courts, basketball courts, and skate parks.
- (4) "Amenity" means a smaller support structure located within a larger City park facility, such as benches, picnic tables, conference rooms, playgrounds, drinking fountains, decorative or water play fountains, gardens, gazebos or vegetation.
- (5) "Memorial" means a facility or amenity placed within a City park facility or on City park property in remembrance of a particular person or event. For the purposes of this policy,

“memorials” also include features designated for purposes such as celebrations, or other special recognition. Memorials are divided into two categories:

(a) “Minor Memorial” means an amenity or facility proposed for use as a memorial with a value of less than \$5,000.

(b) “Major Memorial” means an amenity or facility proposed for use as a memorial with a value of more than \$5,000.

The value of a memorial will be determined based on the costs attributable to the project per **TMC 5-6-020(4)(a)**.

(6) “Resident” means a person residing or owning land within the Tualatin city limits, or a business located within the Tualatin city limits.

(7) “Plaque” means a marker used to identify an amenity or facility as a memorial. [Ord. 1189-05, 5/23/05]

5-6-020 Process; Exemption.

(1) The Tualatin Commons is specifically exempted from this policy.

(2) All requests to place memorials on City property shall be submitted in writing to the Community Services Director. Major memorial requests may be made after a two-year waiting period following an event, activity or occurrence that has generated the desire to create a memorial.

(3) Requests shall be evaluated as follows:

(a) Minor Memorials. The Community Services Director shall decide whether to approve or deny any minor memorial request in consultation with other City staff or individuals, as necessary.

(b) Major Memorials. Staff shall make a recommendation to the Tualatin Park Advisory Committee (TPARK), who shall review all major memorial requests. TPARK will forward a recommendation to the City Council for approval, or issue a

denial, which can be appealed to the City Council. The decision of the City Council is final.

(4) The criteria to be used to evaluate a minor or major memorial request shall include, but not be limited to, the following:

(a) Whether the request for memorial includes the direct cost of the amenity or facility including design, purchase of the amenity or facility, installation, and whether any special maintenance requirements are being borne by the requesting party. Staff time to coordinate the memorial and minor levels of effort to assist with design and installation may be borne by the City.

(b) Whether the memorial will interfere with the existing or planned design, function or intended user experience of the area in which it is to be located.

(c) Whether the placement of the memorial will create a condition in which a significant number of amenities or facilities within a City facility or park are used for memorial purposes. The intent is to assure that placement of memorials will not detract from the overall design, intended experience, vision or appeal of any park facility or property.

(d) Whether the placement of the memorial is proposed to replace a facility or amenity currently serving as a memorial for another purpose. Only under extremely rare and unusual circumstances shall existing memorials be replaced by another memorial.

(e) Whether the design of the memorial makes use of equipment, structures, vegetation, or features that are of similar quality and design to existing or planned standards for amenities or facilities within the City.

(f) Whether any identifying plaque associated with the memorial is constructed of heavy duty, high quality bronze material, and no more than 5" x 7" in size.

(g) Whether the placement of the memorial will create an increased maintenance or long-term replacement burden.

(h) Whether the installation or construction of the memorial will be completed or overseen by trained individuals in consultation with City staff, in accordance with all applicable master plans, codes, rules and regulations at the local, state and federal level.

(i) Whether the requesting party agrees and understands that all memorials become the property of the City, and the City shall not be required to replace any memorial or portion of a memorial that is vandalized, damaged or stolen. The requesting party must also agree that the memorial may be removed, at the City's sole discretion, if the Community Services Director finds the removal to be in the public's best interest. [Ord. 1189-05, 5/23/05]

5-6-030 Naming of City Park Properties, Amenities or Facilities.

(1) Consideration of the following in naming city park properties, amenities or facilities is strongly encouraged:

(a) Historical significance;

(b) Geographical identifiers; and

(c) Natural characteristics, including flora and fauna that are characteristic of the Tualatin area.

(2) All requests to name or re-name a City park property, amenity or facility shall be made in writing to the Community Services Director. Such requests may be submitted after a two-year waiting period following an event, activity or occurrence that has generated the desire to name a City property, park, amenity or facility.

(3) Requests to name or rename a City park property, amenity or facility shall be evaluated by TPARK, along with a staff recommendation. TPARK shall make a recommendation to the City Council for approval of the name. A denial by TPARK may be appealed to the City Council. The decision of the City Council is final.

(4) Generally, the naming of a City park property, amenity or facility shall occur before or during development, and be the product of a public participation process.

(5) For purposes of evaluation and recommendation, the naming of a City park property, amenity or facility shall be divided into two categories:

(a) Service and Non-monetary Contribution. A City park property, amenity or facility may be named to honor a person, living or deceased, in recognition of that person's extraordinary volunteerism, employment, leadership or similar service or non-monetary contributions to the mission and purpose of parks and recreation in the City of Tualatin. The applicant should submit a letter providing a summary and examples of the significant contributions to the mission and purpose of parks and recreation in Tualatin, with supporting documentation such as newspaper clippings, letters of support, or other relevant information.

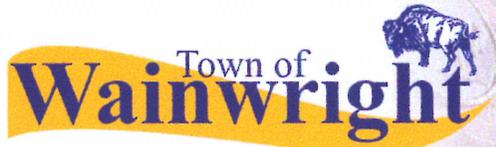
(b) Financial Contributions. TPARK may consider naming a city park property, amenity or facility for a resident, Tualatin organization or business that has given or offered to give an appropriate and significant financial contribution to acquire, construct or otherwise enhance a park and recreation facility. A significant contribution means a donation of at least 51% (or \$300,000, whichever is greater) of the cost of the acquisition, construction or improvement of the City property, park, amenity or facility requested for naming.

(6) Renaming of City Park Properties, Facilities or Amenities. The City of Tualatin intends that the name on a facility be the permanent designation. Only under extreme or extraordinary circumstances shall facilities be renamed.

(7) An application to rename a facility shall comply with and be evaluated in accordance with the procedures set out in **TMC 5-6-020**. [Ord. 1189-05, 5/23/05]

5-6-040 Deviations from Policy.

The Community Services Director may allow minor deviations from this ordinance if he or she finds that such deviation will further the goals and intent of this ordinance and will help further the mission of parks and recreation in the Tualatin community. [Ord. 1189-05, 5/23/05]

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A vibrant community that
is always moving ahead!



Explore the Town of Wainwright, Alberta, Canada!

[[Communities in Bloom](#) | [Hall Rental](#) | [Kidsport™](#) | [Memorial Bench Program](#) | [Memorial Tree Program](#) | [Parks & Playgrounds](#) | [Recreational Facilities](#)]

Memorial Bench Program

1. All applicants for the Memorial Bench program must fill out the [application form \(43.57 kB\)](#). Purchase of a memorial bench is subject to availability and on a first come-first served basis. Full payment must be received prior to the order and placement of benches.
2. Benches are available in two different styles. The first, a wood bench, is available at a cost of \$600. The other, a powder-coated metal bench, is \$1,800.
3. The Parks and Recreation Department shall provide a map of available bench locations to the applicant for selection of a preferred location. Final placement of the bench is at the discretion of the Parks and Recreation Department.
4. The Parks and Recreation Department shall carry out the installation of memorial benches at a time that is suitable to the Department.
5. The continued maintenance and replacement of benches shall be the responsibility of the Town of Wainwright for a period of 20 years from date of original installation. Upon expiration of 20-year period, all efforts will be made to give the original bench donor first right of refusal on term renewal.



*Wooden Memorial Bench with
Plaque*

6. A memorial plaque no larger than 4" x 6" shall be attached to each bench. Exact wording of the plaque shall be included on the [application form \(43.57 kB\)](#) . Wording on the plaque shall be subject to approval of the Director of Parks and Recreation.
7. Customization of plaques beyond the standard shall be subject to approval of the Director of Parks and Recreation, with entire cost of the plaque the responsibility of the applicant. Repair or replacement of customized plaques is the responsibility of the applicant.



Powder-coated Metal Memorial Bench

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POL → Government → Elected Officials → Auditor Hull Caballero → Charter, Code & Policies → Policies & Rules (PPD) → Parks → **Parks Administration**

PRK-3.02 - Commemorative Bench Policy & Review Procedures - Printable Version

COMMEMORATIVE BENCH POLICY AND REVIEW PROCEDURES

Administrative Rule Adopted by Portland Parks & Recreation Pursuant to Rule-Making Authority
ARB-PRK-3.02

Over the years many people have turned to Portland's parks to find comfort and remember joyous occasions in their lives. As loved ones pass on people frequently look to the beauty of Portland's Parks and request permission to personalize certain spaces that they can visit over the years.

The intent of this policy is to provide people with an opportunity to commemorate or honor family, friends or events in one of Portland's parks. This policy works in conjunction with Portland Parks & Recreation's Gifts & Memorials Policy.

Purpose:

To establish funding requirements and recognition standards for bench donations to Portland Parks & Recreation.

PP&R Cost:

Cost for memorial benches is based on actual cost of the bench, installation and basic maintenance. If a plaque is desired, the donor is responsible for purchasing a bronze plaque that meets PP&R standards.

Premier Parks

For premier parks the cost of a bench would be \$3000 for a standard bench and \$5000 for an ornamental cast iron bench. Premier parks are those parks where PP&R receives the greatest number of bench donation requests and are typically parks where new benches are not needed.

Premier Parks include:

- Waterfront Park/Eastbank Esplanade (\$5000)
- North/South Park Blocks (\$5000)
- Washington Park (\$5000)
- Laurelhurst Park (\$3000)
- Council Crest Park (\$5000)
- Terwilliger Blvd Parkway (\$5000)
- Mt. Tabor Park (\$3000)
- Crystal Springs Rhododendron Garden (\$5000)
- Gabriel Park (\$3000)

All Other Parks

PP&R uses two different benches in all other parks. The standard bench is what is typically required. The following costs are based on a relatively flat and easily accessible site. A site assessment prior to donation will be completed to determine the true cost of bench installation.

- The standard bench is manufactured by Natural Structures (Model #03-151). It is a 6' bench with 2" x 3" boards on a contoured steel frame. The cost for a standard bench is \$1800.
- Ornamental cast-iron benches are used at a handful of park locations. This bench is manufactured by Timberform. The cost for an ornamental cast-iron bench is \$2400.
- There are a few unusual situations where a different bench standard has already been established at the park site. In these situations, park designers will determine the most appropriate standard and costs.

Plaque at an existing bench or replacement of an existing bench

If a donor would like to place a plaque next to an existing bench or replace a bench that is greatly deteriorated, the charges discussed above will still apply due to the fact that the benefit to the donor is the same.

Process for Review

Review of memorial benches involves at least one site meeting. The **district supervisor** meets with the **donor** and the **district liaison** to identify a specific location. PP&R Operations and Recreation staff then review the site. If at any point the site is found to be unacceptable, this process starts over.

Plaques

Donors are responsible for having the plaque made and for any repair or replacement costs of the plaque. The plaque will be installed by PP&R in the concrete at the base of the bench. Plaques must be bronze and must include 3" brass all-thread lugs with brass nuts. Plaques must be no larger than 5" x 8". Messages should be very simple statements recalling the event or person memorialized and include no birth or death dates. PP&R must approve final wording before the order is submitted.

Table of Contents

[PRK-3.01 - Accepting Gifts & Memorials](#)

[PRK-3.02 - Commemorative Bench Policy & Review Procedures](#)

[PRK-3.03 - Sponsorship and Naming Policies at Park Properties](#)

[PRK-3.04 - Reviewing Citizen Requests for Park Improvements](#)

[PRK-3.05 - Volunteer Installation of Play Equipment](#)

[PRK-3.06 - Cost Recovery Policy for City Parks and Recreation Programs](#)

[PRK-3.07 - Dogs in Natural Area Parks Policy](#)

[PRK-3.08 - Asset Pre-Disposition Policy](#)

[PRK-3.09 - Leash/Scoop Compliance Program Policy & Procedures](#)

[PRK-3.10 - Prohibition on Use and Purchase of Neonicotinoid Pesticides by City of Portland](#)

Payment

Once a location is agreed upon, the donor can send a check to:
Portland Parks & Recreation, Commemorative Bench Program, 1120 SW Fifth Ave. Room 1302, Portland, OR
97204

A receipt will be sent to the donor for tax purposes.

Installation of the Bench

The bench will be ordered once payment is received. When the bench has been received and installation scheduled, the donor will be informed of the estimated installation date. This can take several weeks after the receipt of the payment. Installation will be coordinated with donor's schedule whenever possible.

HISTORY

Filed for inclusion in PPD September 29, 2004.



**CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
INFORMATION MEMORANDUM 15-003**

- SUBJECT:** Matanuska Colony Community Center National Historic Landmark nomination
- AGENDA OF:** September 10, 2015
- ACTION:** Authorize the Chair to sign a letter of support for the nomination of the Matanuska Colony Community Center as a National Historic Landmark by the National Park Service

The Anchorage office of the National Park Service is preparing to forward a nomination for the Matanuska Colony Community Center to the National Historic Landmark staff in Washington D.C. for review by the Landmarks Committee and the National Park Service Advisory Board.

The Matanuska Colony Community Center was listed on the National Register of Historic Places in 1991 for its significance at the state level. A designation as a National Historic Landmark would recognize its historic value at the national level.

The two maps in this packet show the differences in the proposed boundary of the National Historic Landmark District and the 1991 National Register of Historic Places boundary for the Matanuska Colony Community Center.

The National Park Service brochure *National Historic Landmarks: Illustrating the Heritage of the United States* describes the National Landmark program and nomination process.



Parks, Recreation & Cultural Resources Advisory Board

September 10, 2015

Darrell Lewis, Historian
National Park Service
240 W. 5th Avenue Room 114
Anchorage, Alaska 99601

Dear Mr. Lewis:

The Palmer Parks, Recreation & Cultural Resources Advisory Board supports the designation of the Matanuska Colony Community Center Historic District as a National Historic Landmark.

The Matanuska Colony was designed as a planned community during the 1930's, and the City Palmer grew out of that New Deal Matanuska Colony Farm Community. The Matanuska Colony Community Center is, we believe, the best preserved of any of the New Deal farm communities.

The Palmer Parks, Recreation & Cultural Resources Advisory Board hopes that the National Historic Landmark designation will encourage property owners in the district to maintain the historic authenticity of their property which will benefit all who live, work, or visit the Palmer area.

We would appreciate a positive review on the designation of the Matanuska Colony Community Center Historic District as a National Historic Landmark.

Sincerely,

Helene Antel, Chair

Action:

**MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 15-_____**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY
SUPPORTING THE NOMINATION OF THE MATANUSKA COLONY COMMUNITY
CENTER AS A NATIONAL HISTORIC LANDMARK.

WHEREAS, the Matanuska Colony Community center was listed on the National Register of Historic Places in 1991 for its significance at the State level; and

WHEREAS, the National Park Service was asked by the City of Palmer and the Matanuska-Susitna Borough to pursue a National Historic Landmark (NHL) designation for the Matanuska Colony Community Center; and

WHEREAS, Congress grants landmark status to the historic properties that possess exceptional value in illustrating our national heritage; and

WHEREAS, the National Park Service believes that the Matanuska Colony Community Center possesses such quality as a planned community associated with the new deal in the 1930s; and

WHEREAS, the Matanuska Colony Community Center is the best preserved of any New Deal farm community center that is currently listed on the National Register, and

WHEREAS, a National Historic Landmark designation for the Matanuska Colony Community Center would make it one of about 2,700 NHL's across the United States and the 50th in Alaska.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough is honored to support the National Park Service nomination of the Matanuska Colony Community Center, National Historic Landmark designation.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2015.

LARRY DEVILBISS, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)



United States Department of the Interior

NATIONAL PARK SERVICE
240 W. 5th Ave., Room 114
Anchorage, Alaska 99501

RECEIVED

AUG 31 2015

MATANUSKA SUSITNA BOROUGH
PLANNING DIVISION

AUG 26 2015

IN REPLY REFER TO:
8.A.2. (AKRO-RCR)

Heather Ralston, Archaeological Site Supervisor
Matanuska-Susitna Borough
350 E. Dahlia Ave.
Palmer, AK 99645

Dear Ms. Ralston:

This letter is to provide you with an update and an enclosed draft of the Matanuska Colony Community Center National Historic Landmark (NHL) nomination. A few years ago, the National Park Service was asked by the City of Palmer and Matanuska Borough to pursue an NHL nomination for the Matanuska Colony Community Center Historic District. The initial nomination was listed on the National Register of Historic Places in 1991 for its significance at the state level. This nomination focuses on the district's history at the national level.

Congress grants Landmark status to historic properties that possess exceptional value in illustrating our nation's heritage. We believe that the Matanuska Colony Community Center possesses such quality as a planned community associated with the New Deal in the 1930s. In addition, the Matanuska Colony Community Center is the best preserved of any New Deal Farm Community Center that is currently listed on the National Register. An NHL designation for the Matanuska Colony Community Center would make it one of about 2,700 NHLs across the United States and the 50th NHL in Alaska.

Having a property that is designated a National Historic Landmark (as with all National Register listed properties) does not infringe upon private owners' rights. Please see the enclosed brochure *National Historic Landmarks: Illustrating the Heritage of the United States* to help answer some questions that you may have about an NHL designation. Such a designation will hopefully continue to encourage owners to help maintain the historic authenticity of their property. As part of its mission, the National Park Service provides historic preservation technical assistance at no cost to owners, managers, and preservation partners of National Historic Landmarks. Depending on our staffing and funding, technical assistance from our team can range from providing recommendations for historic building treatments to developing education materials.

We would appreciate your review and comments on the enclosed draft Matanuska Colony Community Center NHL nomination by September 21, 2015. Please send your comments to me either through email at: darrell_lewis@nps.gov or by U.S. mail at the address provided above. After comments have been received and addressed the process continues. The nomination and letters of support will then be forwarded to the NHL staff in the National Park Service's Washington, D.C. office. Once the nomination package is finalized it is ready for review by the Landmarks Committee and consideration for designation by the NPS Advisory Board.

If you have questions, concerns or would like to discuss our historic preservation assistance, please contact me at (907) 644-3470 or by email to: darrell_lewis@nps.gov.

Sincerely,

Darrell Lewis, Historian

Matanuska Colony Community Center National Historic Landmark Palmer, Alaska



Contributing

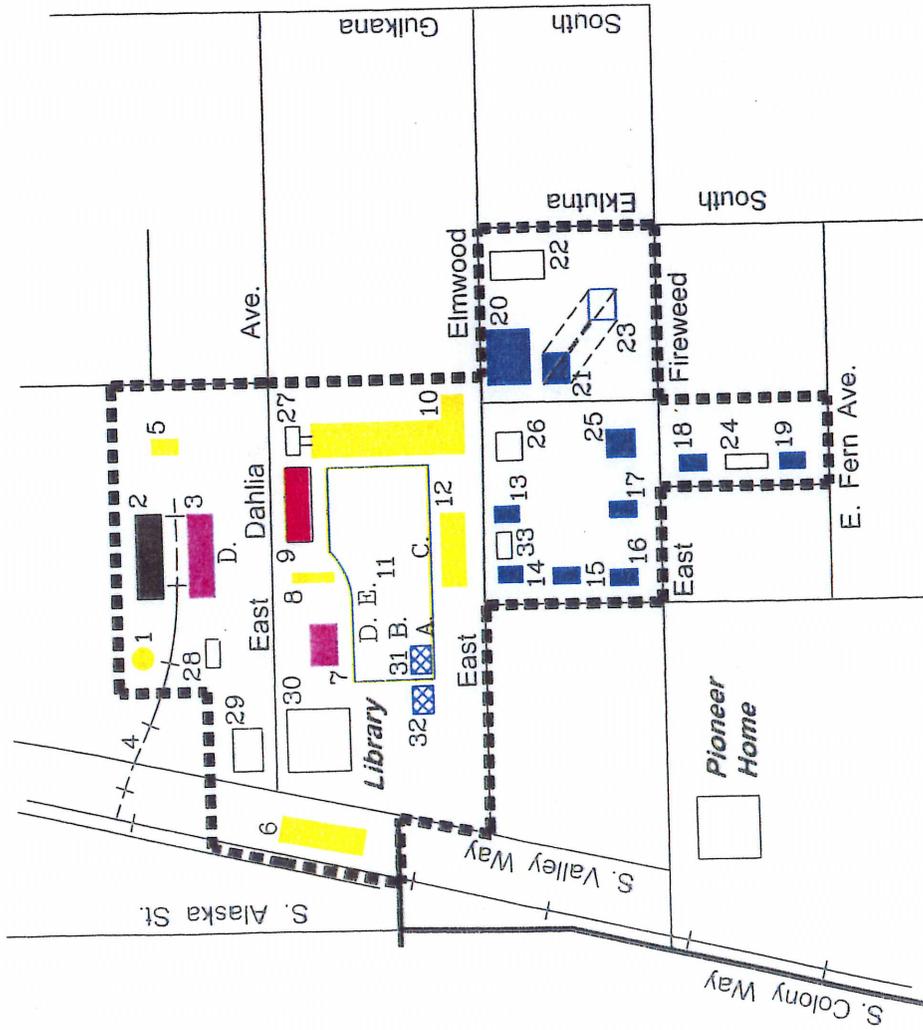
1. The Palmer Railroad Depot
2. The Trading Post
3. The Beauty/Barber/Cobbler Shops
4. The Central School
5. The Dormitory
6. The Chicken Hatchery
7. The United Protestant Church
8. United Protestant Church Parsonage
9. The School Superintendent's House
10. The Manager's House
11. The Accountant's House
12. Staff House #1
13. Staff House #2
14. Staff House #3
15. Staff House #4
16. Staff House #7
17. The Water Tower
18. The Quadrangle Site
19. Athletic Field

Non-contributing

20. Palmer Library
21. ARRC Administration Office
22. The Central School Gymnasium
23. Colony House Museum
24. Staff House #5
25. Staff House #6
26. The Power House
27. Matanuska Colony Memorial

HISTORIC DISTRICT 1935 - 1936 MATANUSKA COLONY COMMUNITY CENTER

(AHR Site No. ANC-750)
Palmer, Alaska



CONTRIBUTING STRUCTURES - Listed in the National Register of Historic Places in 1991

- Under Restoration
- Continuous Use
- Historic Quadrant
- Restored
- Vacant Buildings
- Non-Contributing Buildings
- Destroyed or Demolished Buildings
- Memorial Bell

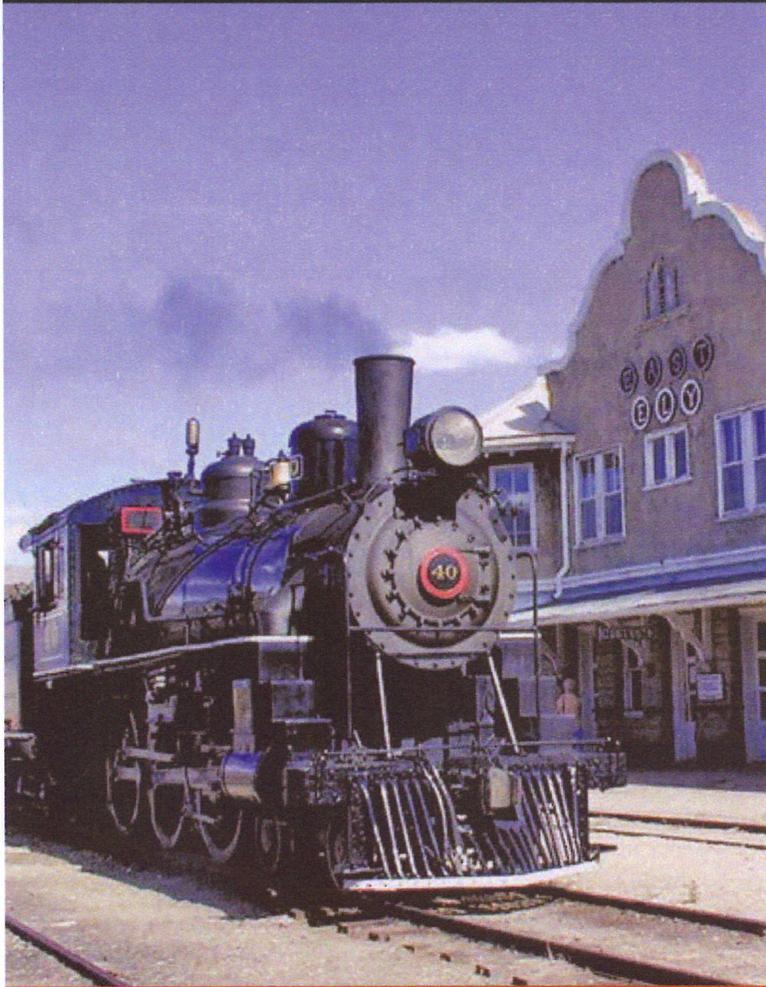
BOUNDARY - - - - -

KEY

1. Water Tower
 2. Warehouse
 3. Cannery/Creamery - destroyed
 4. Alaska Railroad Siding
 5. Chicken Hatchery
 6. Palmer Depot
 7. ARRC Administration Office - destroyed (replaced with new building)
 8. Beauty/Barber/Cobbler Shops
 9. Trading Post/Community Center
 10. Central School/Borough Building
 11. Matanuska Colony Park Quadrangle Site
 12. Dormitory/Colony Inn
 13. Superintendent's House
 14. Manager's House
 15. Accountant's House
 16. Staff House #1
 17. Staff House #2
 18. Staff House #3
 19. Staff House #4
 20. United Protestant Church (Church of 1000 Logs)
 21. United Protestant Parsonage (moved to location #23)
 22. St. John Lutheran Church (original moved)
 23. St. Michael's Catholic Church - demolished
 24. Staff House #5
 25. Staff House #7
 26. Staff House #6
 27. Central School Gymnasium
 28. Power House
 29. Self-storage Complex
 30. Palmer Library
 31. Matanuska Colony Memorial
 32. Original Bell from the St. Mihiel
 33. Colony Farm House Museum - non-contributing
- A - E. Interpretive Panels

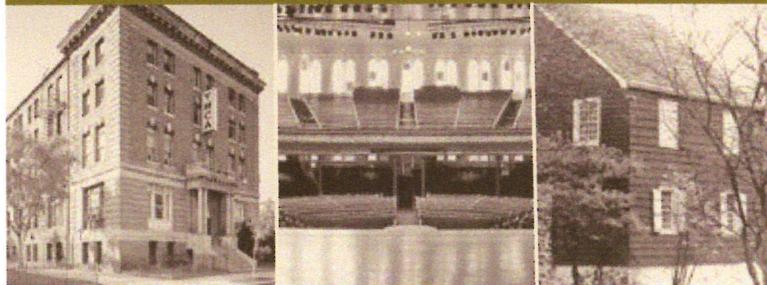
National Register of Historic Places 1991

Cultural Resources
National Park Service
U.S. Department of the Interior



National Historic Landmarks

ILLUSTRATING THE HERITAGE OF THE UNITED STATES



National Historic Landmarks make tangible the American experience.

They are places where nationally significant historical events occurred, that are associated with prominent Americans, that represent those pivotal ideas that shaped the nation, that teach us about our ancient past, or that are premier examples of design or construction.

National Historic Landmarks help us to understand nationally significant patterns, movements, and themes in American history, ensuring that the nation's heritage will be accessible to future generations.

While many historic places are important locally or at a state level, a few have meaning for all Americans. National Historic Landmarks are places that “possess exceptional value or quality in illustrating and interpreting the heritage of the United States.” They illuminate our rich and complex national story that spans more than 15,000 years, from the earliest native people to the exploration of outer space. The story is there to be told in Presidential homes, in our seafaring



Alden Dow House and Studio, Midland, Michigan
Date of Designation: June 29, 1989

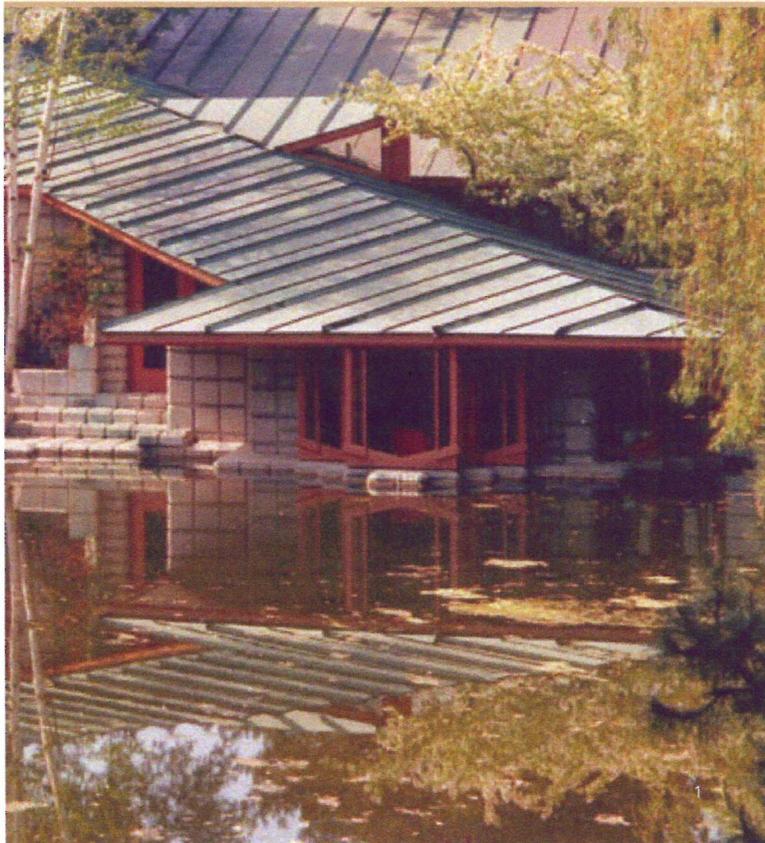
The architecture of Alden B. Dow received national attention from his very early career through to his late period, because of his association with Frank Lloyd Wright. The body of his work is of rare quality and completeness and remains highly original among the contending forces of 20th century architecture. The house and studio are his most clearly acknowledged masterpiece.

Photo courtesy of the Alden B. Dow Archives, n.d.

vessels and aids to navigation, on battlefields, at pueblo ruins and earthen mounds, in industrial facilities, in historic towns and communities, and in architecture and engineering structures.

In 1935, the U.S. Congress charged the Department of the Interior with the responsibility for designating nationally significant historic sites, buildings, and objects and promoting their preservation for the inspiration and benefit of the people of the United States. The **National Historic Landmarks Program** was established to identify and protect places possessing exceptional value in illustrating the nation's heritage. Only 3% of properties listed in the National Register of Historic Places are designated as National Historic Landmarks.

The National Park Service administers the National Historic Landmarks Program for the Secretary of the Interior. It is a cooperative endeavor of government agencies, professionals, and independent organizations sharing knowledge with the Service and working jointly to identify and preserve these exceptional places.



1

National Historic Landmarks Program

How Are National Historic Landmarks Designated?

National Historic Landmarks may be nominated through broad, organized initiatives called theme studies, which are authorized by the U.S. Congress and examine related places linked by a single subject or theme. Or they may be identified through historic context studies or special studies. The National Park Service often conducts National Historic Landmark studies in partnership with federal, state, tribal, or local preservation officials; the academic community; independent scholars; interested parties; and others knowledgeable about a particular subject. The National Park Service's National Historic Landmarks Program staff in the Washington, DC and Regional Offices prepares nominations, advises others on their preparation, and evaluates potential National Historic Landmark nominees for their ability to meet specific criteria.

Once a nomination is completed, owners, public officials, and interested parties are given an opportunity to comment on National Historic Landmark nominations. Private owners of potential National Historic Landmarks are given the opportunity to concur with or object to their designation. The Landmarks Committee of the National Park System Advisory Board reviews the nomination and makes recommendations to the full Board. The nomination is then forwarded to the Board for review and recommendation to the Secretary of the Interior. The Secretary considers the recommendations and makes the designation.

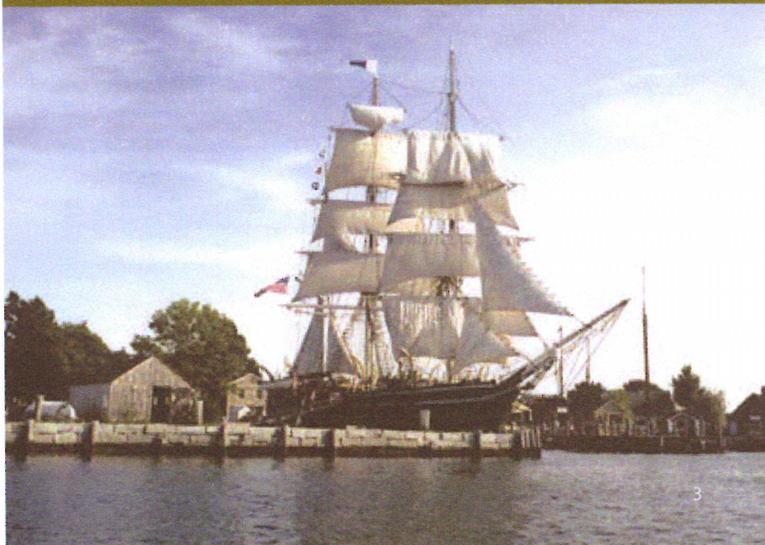


▲ **Leap-the-Dips, Altoona, Pennsylvania**
Date of Designation: June 19, 1996

Built in 1902, Leap-The-Dips is the world's oldest operating wooden roller coaster and North America's last surviving side friction roller coaster. After standing idle for 14 years, the roller coaster was renovated and reopened in 1999. *Photo courtesy of Lakemont Park, n.d.*

▼ **Charles W. Morgan (Bark), Mystic, Connecticut**
Date of Designation: November 13, 1966

Built and launched in 1841 in New Bedford, Massachusetts, the *Morgan* is the last of America's square-rigged wooden whaling vessels. She made her last whaling voyage in 1921. The *Morgan* sailed in pursuit of whales for almost 80 years, killing more than 2,500 whales and bringing more than 50,000 barrels of oil to port. *Photo courtesy of Mystic Seaport, n.d.*



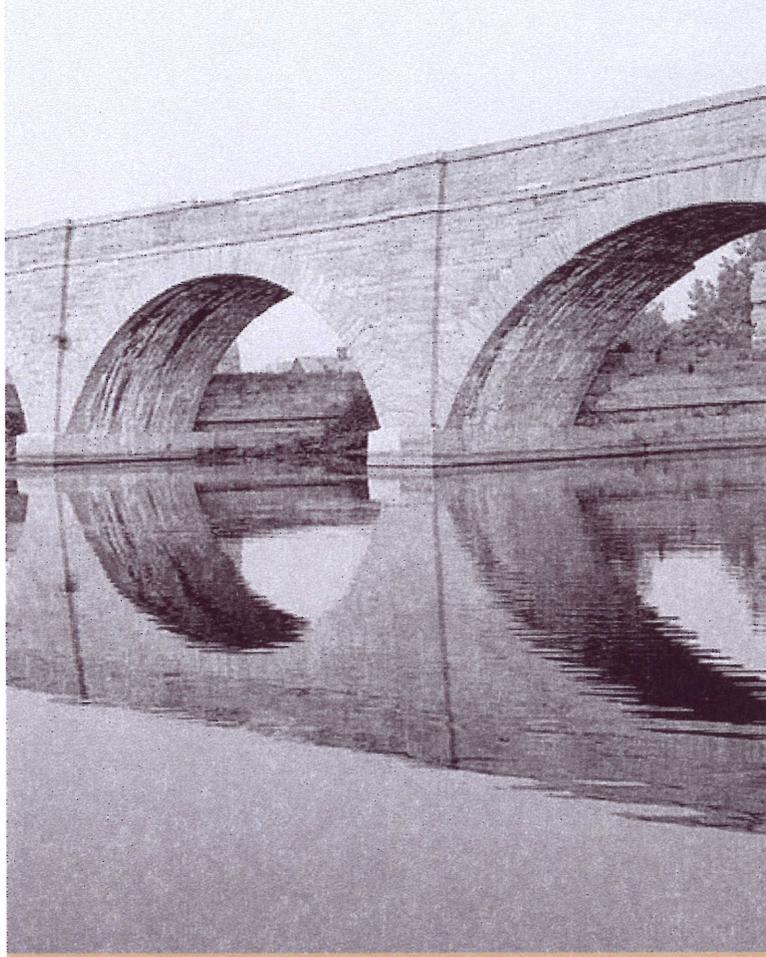


↓ Erie Canal, Montgomery County, New York
Date of Designation: October 9, 1960

A remarkable engineering feat of the day, the Erie Canal drastically cut transportation costs between the Eastern Seaboard and the western wilderness, stimulating increased settlement in western New York and areas further west. Aqueducts, such as the Schoharie Viaduct pictured here, carried canal water above lower level streams. *Photo courtesy of the Historic American Engineering Record, n.d.*

What Does National Historic Landmark Designation Mean?

- National Historic Landmark designation recognizes properties that are nationally significant to the nation as a whole.
- National Historic Landmarks are automatically listed in the National Register of Historic Places.
- Owners of National Historic Landmarks are free to manage their property as they choose, but projects potentially affecting landmarks are subject to official review if they involve federal licensing, permitting, or funding.
- Federal agencies whose projects affect a National Historic Landmark must give the Advisory Council on Historic Preservation an opportunity to comment on the project and its effects on the property.



gnation Mean?

- Owners of National Historic Landmarks may be able to obtain federal historic preservation funding when funds are available. Federal investment tax credits for rehabilitation and other provisions may apply.
- A bronze plaque bearing the name of the National Historic Landmark and attesting to its national significance may be presented to the owner upon request.

Most National Historic Landmarks are owned by private individuals or groups. Others are owned by local, state, tribal, or federal government agencies, or have mixed public-private ownership.

National Historic Landmarks Assistance

The National Park Service promotes the preservation of National Historic Landmarks through technical assistance to their stewards – owners, managers, and friends groups – and education of the general public about the importance of National Historic Landmarks. The National Park Service works with partners such as other federal agencies, state governments, Indian tribes, local governments, colleges and universities, private organizations and individuals, and nonprofit organizations such as the National Trust for Historic Preservation, the National Park Foundation, and the National Parks Conservation Association, to educate and assist the public in preserving its national heritage.

In providing assistance, the National Park Service works to:

- Ensure the long-term preservation of National Historic Landmarks.
- Provide technical support and assistance to owners, managers, and friends groups of National Historic Landmarks.
- Build partnerships between the National Park Service and other federal agencies; state, tribal, and local governments; nonprofit organizations; and individuals to enhance the protection of these unique places.
- Educate the public about National Historic Landmarks to build support for their protection and that of the nation's heritage.
- Teach the stories inherent in these important resources.



↑ Little Tokyo Historic District, Los Angeles, California
Date of Designation: June 12, 1995

At its height prior to World War II, Little Tokyo was home to 30,000 Japanese in Los Angeles. Today it remains as the cultural center for Japanese Americans in Los Angeles and one of only three surviving Japantowns in the United States. *Photo courtesy of the Community Redevelopment Agency of the City of Los Angeles, 1993.*

↓ Morrow Plots, University of Illinois, Urbana, Illinois
Date of Designation: May 23, 1968

Established in 1876, the Morrow Plots, located in the heart of the campus of the University of Illinois, are the oldest agricultural research fields in the United States and include the longest-term continuous corn plot in the world. Research conducted on the Morrow Plots provides important information on the effect of crop rotation and the impact of organic and chemical nutrients on plant yield. *Photo courtesy of the Department of Crop Sciences, College of Agriculture, Consumer and Environmental Sciences, University of Illinois, 1992.*



What Are Endangered Landmarks?

Unfortunately, at any moment, some 2.3% of designated National Historic Landmarks are at risk for destruction or loss. The federal government has no power to compel owners to maintain their property, even if it is important to our national heritage. Deterioration is a major threat to National Historic Landmarks. Other threats include demolition, natural disasters, commercial and residential development pressure, inappropriate alterations, and vandalism. Threats such as these destroy the historic character of National Historic Landmarks and their ability to convey nationally significant stories.

The National Historic Landmarks Program continually monitors the condition of National Historic Landmarks and maintains an assessment of threatened Landmarks on the NHL website.



Kinishba Ruins, Gila County, Arizona

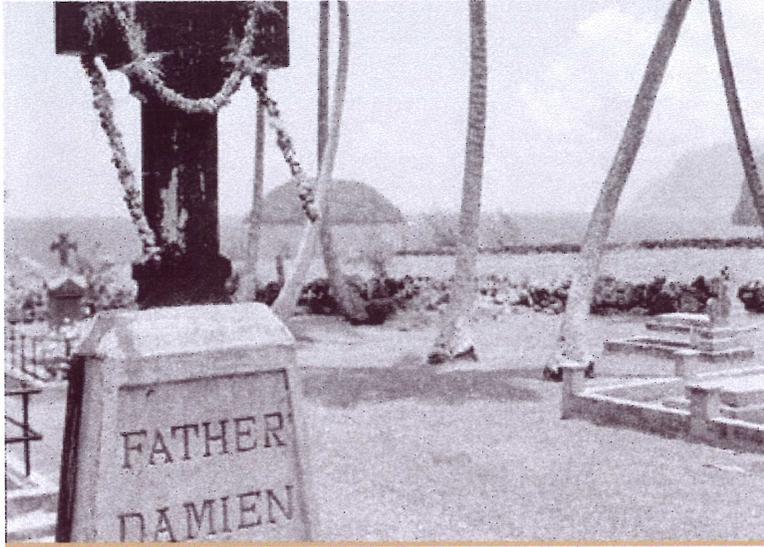
Date of Designation: July 19, 1964

This partially reconstructed complex on the Fort Apache Indian Reservation consisted originally of a large pueblo that contained two large and seven small masonry structures. During its peak population, ca. 1300, it may have housed a population of 1,000. The inhabitants, who abandoned the site in about 1400, represented a blend of Mongollon and Anasazi cultures. *National Park Service photo, n.d.*

Kalaupapa Leprosy Settlement, Molokai, Hawaii

Date of Designation: January 7, 1976

The Kalaupapa Leprosy Settlement in Molokai, Hawaii, was established in 1866 to address the epidemic among native Hawaiians. The grave for Father Damien marks the final resting place of the Belgian priest who volunteered to minister at the leper colony on the remote northern peninsula of Molokai. In 1889, Fr. Damien died a victim of the disease. Today, this property is part of the Kalaupapa National Historical Park. *Photo courtesy of the Historic American Buildings Survey, Jack E. Boucher, photographer, 1991.*



How Can You Help?

Nothing can replace the experience of being in the authentic historic settings where our national history was shaped. No replica conveys an authentic connection with historic places and our collective past. National Historic Landmarks are the actual places where the nation can experience its history firsthand. You help preserve National Historic Landmarks when you:

- Visit those National Historic Landmarks that are open to the public across the nation and discover the stories in these places.
- Become familiar with historic preservation issues and techniques.
- Teach young people the value of preserving historic resources as a tangible way to understand the history of the United States. Ask your local schools to do the same.
- Attend local planning meetings to ensure that decision makers acknowledge and protect National Historic Landmarks as important historic places and tourist sites.
- Join your local, statewide, and national historic preservation organizations and become involved in the founding of a National Historic Landmarks friends group.
- Volunteer at a National Historic Landmark.
- Support historic preservation initiatives through newspaper editorials and at events and community meetings.

Contacts

To find out more about the National Historic Landmarks Program, visit the National Park Service's Cultural Resources web sites or contact one of the offices listed here.

National Historic Landmarks Program:

www.nps.gov/nhl/

National Park Service Cultural Resources:

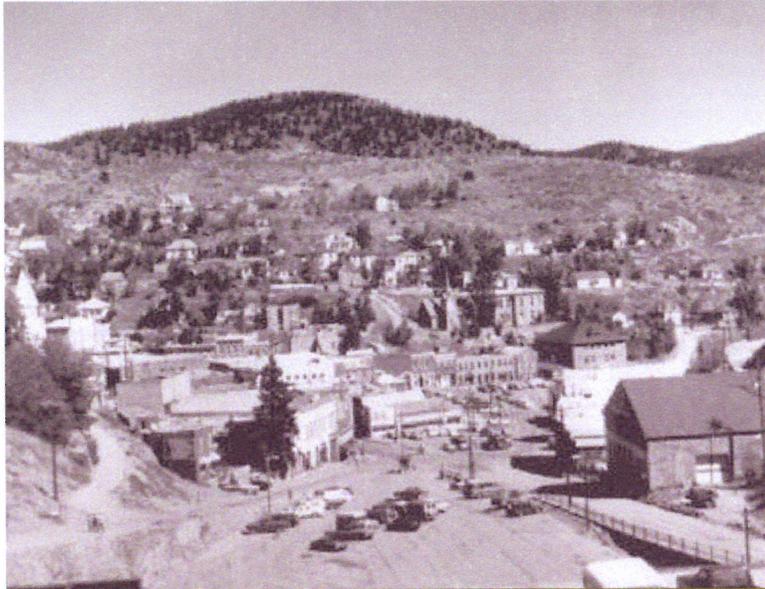
www.nps.gov/history

Alaska Regional Office
 National Park Service
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 Anchorage, AK 99501
 (907) 644-3470
 AK

Intermountain Regional Office
 National Park Service
 12795 W. Alameda Pkwy
 P.O. Box 25287
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Midwest Regional Office
 National Park Service
 601 Riverfront Drive
 Omaha, NE 68102-4226
 (402) 661-1910
 AR, IA, IL, IN, KS, MI, MN, MO, ND, NE, OH, SD, WI

Northeast Regional Office
 National Park Service
 200 Chestnut Street
 Philadelphia, PA 19106
 (215) 597-1578
 CT, DE, DC, ME, MD, MA, NH, NJ, NY, PA, RI, VT, VA, WV



 **Central City/Blackhawk Historic District, Gilpin County, Colorado**
Date of Designation: July 4, 1961

The Central City/Blackhawk Historic District is at the heart of one of the richest mining areas of the Rocky Mountain West. It was the discovery of gold here, in 1859, which triggered the great Pike's Peak gold rush. The District encompasses hundreds of buildings, including rare examples of mining camp-era wooden structures and the famed Central City Opera House. *National Park Service photo, S. Evans, photographer, 1986.*

 **Big Hidatsa Village Site, Mercer County, North Dakota**
Date of Designation: July 19, 1964

Occupied from about 1740 to 1850, this was the largest of three Hidatsa villages near the mouth of the Knife River and Fort Mandan, and the 1804-1805 winter headquarters of the Lewis and Clark Expedition. Comprising approximately 120 circular earthlodges, Big Hidatsa Village is thought to contain the best defined earthlodge impressions of any major Native American site in the Great Plains. *National Park Service photo, courtesy of Knife River Indian Villages National Historic Site, n.d.*



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This material is partially based upon work conducted under a cooperative agreement between the National Conference of State Historic Preservation Officers and the U.S. Department of the Interior, National Park Service.

Front cover:

Nevada Northern Railway, East Ely Yards, Ely, Nevada
Date of Designation: September 20, 2006

Established in 1905 to support the area's booming copper mining industry, the Nevada Northern Railway's East Ely Facility is exemplary of steam-era rail yards that maintained and repaired the nation's rail traffic. However, the dieselization of the railroad industry during the second half of the 20th century led to major alterations or demolition of railroad yards and shops nationwide. Amazingly, East Ely survived that era unscathed, and it remains essentially unaltered by modern upgrades or demolitions. East Ely, with its depots, offices, shops, yards, motive power, and rolling stock, represents the best preserved, least altered, and most complete main yard complex of a historic standard gauge, common carrier, steam-powered railroad in the United States.
Photo courtesy of the Nevada Northern Railway Museum, 2006.

Twelfth Street YMCA Building, Washington, D.C.
Date of Designation: October 12, 1994

Dedicated on May 12, 1912, the Twelfth Street YMCA Building in Washington, D.C., was the home of the nation's first African-American chapter of the Young Men's Christian Association (YMCA). Designed by African-American architect William Sidney Pittman, it came to be known as the "Bowmen Y" after Anthony Bowmen, who founded the black "Y" movement in the United States in 1853. *Photo courtesy of the Historic American Buildings Survey, Dynecourt Mahon, photographer, 1979.*

Ryman Auditorium, Nashville, Tennessee
Date of Designation: January 3, 2001

As the most famous home of the Grand Ole Opry, the Ryman Auditorium is called the Mother Church of Country Music. The Opry's live shows and radio programs greatly influenced the evolution of country music. *Photo courtesy of Gaylord Entertainment, n.d.*

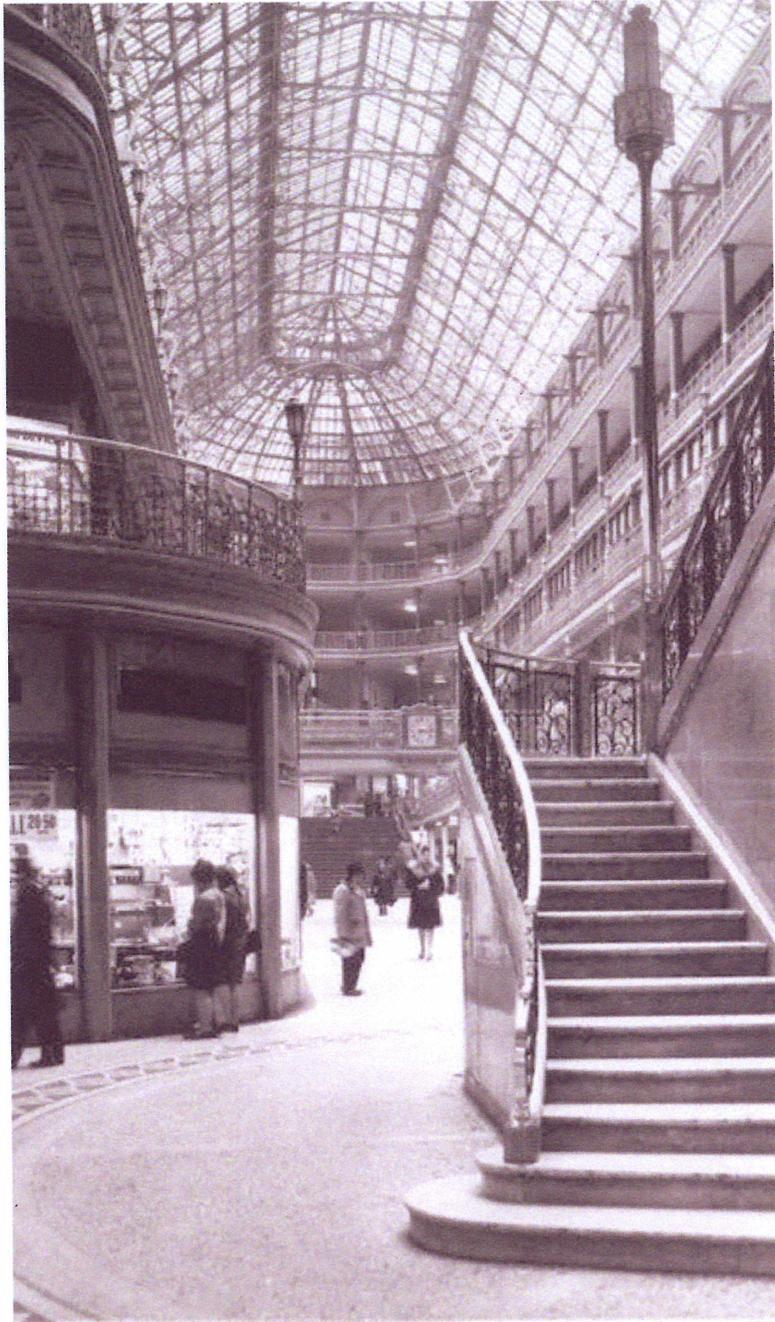
The Voorlezer's House, Staten Island, New York
Date of Designation: November 5, 1961

This house was constructed by the early Dutch settlers before 1696 to serve as a church, a school, and the residence of the *voorlezer*, the layman chosen to assist the Pastor in the church services and keep the church records. In addition to his religious duties, he often conducted school in which elementary reading, writing, arithmetic, and religious catechism were taught. It is considered to be the oldest elementary school building in the country. *Photo courtesy of the National Historic Landmarks Program, R. E. Greenwood, photographer, 1975.*

Back cover:

Cleveland Arcade, Cleveland, Ohio
Date of Designation: May 15, 1975

When the Cleveland Arcade was built in 1890, it was the embodiment of the grandeur of the Industrial Age. However, over the years it fell into disrepair. In 2001, it was rehabilitated and reopened as a hotel and shopping center. *Photo courtesy of Historic American Buildings Survey, Martin Linsey, photographer, 1966.*



National Park Service
U.S. Department of the Interior

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2015 Parks, Recreation & Cultural Resources Advisory Board Meetings

Meeting Date	Meeting Type	Meeting Time	Notes
October 1, 2015	Regular	7:00 PM	
November 5, 2015	Regular	7:00 PM	
December 3, 2015	Regular	7:00 PM	