

## Section Title - 8080

### Accreditation Standard #:

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<b>Subject: VPA Memorial Policy</b>		<b>Parks and Facilities</b>
<b>Creation Date:</b> 11/23/2018	<b>Last Approved Revision:</b>	<b>Authority:</b> Departmental

A. Purpose

Occasionally, the South Bend Board of Park Commissioners or the South Bend Venues Parks & Arts Department will be approached by the public or by organizations with requests to place a memorial upon park property. This policy will assist in guiding the decision process.

B. Policy

B -1 It is the policy of South Bend Venues Parks & Arts and the South Bend Board of Park Commissioners that any no private memorials will be placed in perpetuity upon public lands, facilities or properties.

B-2 A memorial program for benches and trees will be maintained allowing for placement of these memorial features upon designated amenities.

B-3 New additions to public lands, facilities and properties may be made in dedication if the addition or improvement serve the entire community, are in keeping with the goals of the individual properties and will not be assumed to be unchanging or inviolate.

B-4 Naming rights for buildings, parks, facilities and amenities may be used in dedication. These will be determined on an individual basis and each will be approved by the South Bend Board of Park Commissioners.

C. Procedure and Responsibility

C-1 The memorial program for trees and benches will be designed and maintained by South Bend Venues Parks & Arts Development Division. This program may be administered by the South Bend Venues Parks & Arts Foundation.

C-2 South Bend Venues Parks & Arts Facilities and Grounds Division shall maintain a current listing of all memorial structures within the public system VPA oversees.

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C-3 Memorials currently upon public property may be removed or altered when the public lands, facilities or properties where they are located undergo modification. Reasonable attempts will be made to contact the placers of the memorial to discuss the alterations.