

CITY OF OCALA HONORARY DESIGNATION POLICY

Purpose

The City of Ocala, in order to maintain the integrity of the "911" emergency management system in conformance with Marion County Ordinance No. 04-24, hereby establishes a criteria and policy for memorializing citizens, neighborhoods, natural or geographic features, events or cultural attributes by naming a place in honor of said person, neighborhood, feature, event or attribute.

Procedure

Any organization or person may apply to the City of Ocala to honor an individual, neighborhood, feature, event or attribute by naming a place (public property, public building, etc.) in their/its honor.

A formal letter shall be submitted to the City Engineer for consideration. The request shall include the following information:

- an application fee of \$25.00;
- if public property or a public building, the present name and location;
- *the criteria outlined below describing the importance of the renaming;*
- the nature of the meritorious activity, any other conditions, concerns, or impacts of the renaming
- a resume⁷ or discussion of the proposed renaming;
- and a petition signed by at least 70% of the owners of real property adjoining the public road right of way, public property, building, etc. agreeing to such naming.

Upon majority approval of the City Council the following criteria shall apply:

- **City maintained public right of way** – A secondary identification sign (honorary sign) will be placed above the existing quadrant designation sign. The honorary sign shall have a brown background with white lettering. The City's Engineering Department, Traffic Division shall make and install the honorary sign. The applicant shall reimburse the City for all expenses incurred in the manufacture and installation of the sign. The honorary sign shall remain until such time as directed by City Council to be removed.
- **Public Building** – On the exterior wall at the main entrance to the building and shall remain until such time as directed by City Council to be removed or upon demolition of the building.
- **Public property** – At the main entrance or entrances to the property and shall remain until such time as directed by City Council to be removed.

The City Engineer will circulate a copy of the request along with all pertinent information to all departments, including Marion County 911 management for their review and comment and forward the recommendation along with all pertinent information to City

Council for final consideration. Upon City Council's approval the City Engineer will coordinate the placement of the honorary signs and/or plaques.

Criteria

1. On City maintained rights of way, public properties or public buildings, consideration shall be primarily given to the following criteria :
 - a. Neighborhood, geographical or common usage identification.
 - b. A natural or geographical feature.
 - c. Significant events or cultural attributes.
 - d. Individuals having but not limited to the following:
 - i. A person who has achieved prominence as a result of his or her significant, positive contribution to the City of Ocala, Marion County, State of Florida and/or the United States of America.