

DELANEY PARK DRAFT MEMORIAL POLICY

The Anchorage Department of Parks and Recreation recognizes that installing too many memorials or commemorative names; or installing inappropriate memorials can diminish their value as tools for recognizing people or events that are truly noteworthy, potentially diverting attention from the important resources and values within Delaney Park.

Donors of new memorials may be asked to broaden their search for an appropriate location and consider other public spaces as well, which may provide suitable alternative locations. This policy identifies zones within Delaney Park appropriate for new memorials to be considered.

In addition, the Anchorage Department of Parks and Recreation encourages people interested in creating a lasting legacy to consider the purchase of a bench, a bike rack, a piece of play equipment, signs, a trash receptacle, or to consider a Challenge Grant for maintenance for a park in your neighborhood or in one of your favorite Anchorage Parks. These are basic items that the Anchorage Park Foundation has ready to be purchased and presented to the city in the name of your choice.

Visit www.AnchorageParkFoundation.org for more information and to view examples.

Authority to Consider a Memorial in Delaney Park:

Consistent with the procedure set forth in detail below, the Anchorage Director of Parks and Recreation will have the final decision regarding memorials in Delaney Park except when the Anchorage Assembly has specifically authorized their placement.

Selection Criteria:

In general, commemorative work located in Delaney Park will be considered if it meets the following criteria:

1. The association between the park and the person, group, or event is exceptional and of great importance;
2. There is compelling justification for recognition of the memorial subject, and inclusion of the memorial would be the best way to honor the association between the park and the person, group, event or other subject being commemorated;
3. In cases where a person or event is proposed for commemoration, at least 10 years have elapsed since the death of the person (or the last member of a group), or at least 10 years have elapsed since the event;
4. The memorial would improve or enhance Delaney Park and not divert attention from the park's primary purpose as a community use park; and,
5. The memorial has timeless qualities that are meaningful to future generations.

Not appropriate for consideration:

It shall be department policy not to approve the placement of memorials in areas of Delaney Park which may impact the park visitor experience and enjoyment of the park area and facilities. To facilitate site selection a Zone Map has been developed showing

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approved site locations for potential future memorials. This Zone Map protects the open feel of Delaney Park that is important to the public at large, while identifying appropriate locations for memorials that meet the site selection criteria.

Simply having worked in a park, or having made a monetary or other type of donation to a park, is not necessarily a compelling justification for recognition. In these and similar cases, other forms of recognition should be pursued. With regard to the naming of park structures, names that meet the criteria listed above and that follow MOA Park Naming Policy and Procedures, may be approved by the Director of Anchorage Parks and Recreation.

Definitions:

For the purpose of this section, the term “memorial” means any statue, monument, sculpture, memorial, plaque, or other commemorative work, structure or landscape feature, including a garden or memorial grove, designed to perpetuate in a permanent manner the memory of a person, group, event, or other significant element of history. It also includes the naming of park structures or other features—including features within the interior of buildings. For this policy, “memorial” does not mean benches, single trees, bike racks or other standard site furnishings typically found in public parks.

Types of Memorials:

Military Memorials - A military memorial may be authorized only to commemorate a war or similar major military conflict or a branch of the armed forces. A memorial commemorating a lesser conflict or a unit of an armed force may not be authorized. Memorials to a war or similar major military conflict may not be authorized until at least 10 years after the officially designated end of the event. It must not duplicate existing military memorials within the park. A Veteran’s Memorial Committee shall be established for Delaney Park that will have oversight of the selection, design, installation and maintenance of all existing and proposed military memorials within Delaney Park. This committee will include appropriate members from the existing Military and Veterans Advisory Commission. This committee is not exempt from compliance with this and other municipal policies and regulations.

Memorial to a Person - A deceased person whose name is proposed for a park and recreation memorial should be a person who, through exemplary and substantial effort, has made a significant contribution to the community; or who has made a substantial donation to acquisition or development of the property. Written, verifiable background information regarding the proposed honoree shall be provided in support of the proposal.

Event or Group Memorial - There is compelling justification for recognition of the event or group, and the memorial is the best way to express the association between the park and the person, group, event, or other subject being commemorated. The event must have local or statewide significance, i.e. Papal Visit, Statehood Celebration, etc.

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Pre-existing memorials:

Many memorials have existed in the park long enough to qualify as historic features. A key aspect of their historical interest is that they reflect the knowledge, attitudes, and tastes of the persons who designed and placed them. These works and their inscriptions will not be altered, relocated, obscured, or removed, even when they are deemed inaccurate or incompatible with prevailing present-day values. The removal or re-location of any existing memorial will occur only by agreement between the Director of Anchorage Parks and Recreation, the memorial donor and the Parks and Recreation Commission and/or Assembly.

Expansion of or significant renovations to existing memorials must follow the procedures and meet the standards established in this policy.

Donated memorials:

While memorials and other forms of permanent in-park recognition will not be used to recognize monetary contributions or other donations to a park or the Municipality, there may be occasions when a memorial donation will be offered or provided by a private donor. In this instance, memorial donations will be accepted by the Anchorage Park Foundation. Donations of memorials shall include sufficient funds to provide for their installation, and an endowment for their long-term maintenance. Names of donors will be discouraged from appearing on memorials. If they do appear, donor names will be conspicuously subordinate to the subjects commemorated.

Donated memorials are not exempt from the procedures and standards established in this policy.

Illegally constructed memorials:

The Director of Parks and Recreation may order the removal or modification of memorials that are installed without proper authorization, or that are inconsistent with this policy.

Temporary Memorials:

Temporary forms of in-park recognition do not require formal approval beyond that of the Director. The Director of Parks and Recreation is the approving authority for placement of such memorials.

Procedure for Approval

(1) Persons wanting approval to build memorials shall submit requests in writing to the Director of Parks and Recreation. The type of memorial and how it meets the Selection

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criteria above and the Decision criteria below should be outlined. The location and concept, if known, shall be presented.

Decision Criteria – In considering site and design proposals, the Director of Parks and Recreation and the Anchorage Parks and Recreation Commission shall be guided by, but not limited by, the following criteria:

- A. Site Selection: Memorials shall be located in areas identified in the Delaney Park Memorial Zone Map (Appendix A). To the maximum extent possible, a memorial shall be located in surroundings that are relevant to the subject of the work. Memorials shall reflect the character of Delaney Park and shall not substantially change the character or intended park use. It should avoid disturbing existing natural and cultural resources and should be respectful of community values. The memorial should be sited so that it does not interfere with, or encroach on an existing memorial.
- B. Aesthetics: The Department of Parks and Recreation has an interest in ensuring the best appearance and aesthetic quality of parks and open spaces. A memorial shall enhance the aesthetic quality of Delaney Park and not be aesthetically intrusive.
- C. Material: A memorial shall be constructed of durable material suitable to and compatible with the local outdoor environment.
- D. Consultation: Knowledgeable individuals have been consulted by the sponsor to determine structural soundness, durability of the memorial and to ensure that the memorial meets high professional standards as well as Park design and maintenance standards; and
- E. Landscape Features: Landscape features of memorials shall be compatible with the climate and vegetation types applicable to the region.

(2) The Director of Parks and Recreation will review written requests and decide if the request is within Department policy. If so, the request will be forwarded on behalf of the person or organization to the Anchorage Parks and Recreation Commission for preliminary concept review. If rejected by either the Director or the Commission, the applicant will be notified in writing within 30 days of such rejection, including reasons for the rejection of the proposed memorial.

(3) If the Parks and Recreation Commission approves the preliminary memorial concept, the Director of Parks and Recreation will establish a formal Memorial Advisory Committee that will be composed of no less than five (5) members, of which shall include one representative from each of the following:

- Public Art Committee
- Urban Design Commission
- Parks and Recreation Commission

This committee will act in an advisory capacity to the Parks and Recreation Commission during the approval process of the proposed memorial ensuring appropriate design, fabrication and installation based on the following required elements:

- A. The person or organization seeking approval to construct the memorial has submitted contract documents for construction of the memorial to the Director of Parks and Recreation.

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- B. The person or organization seeking approval to construct the memorial has sufficient funding available to complete construction and provide long-term maintenance of the memorial.
- C. The proposed memorial meets all municipal and state building codes and permit requirements.
- D. If approved to construct a memorial, the person or organization must submit to the Director of Parks and Recreation an annual report of operations, including financial statements.
- E. In addition to sufficient funds for construction, the person or organization must submit an additional 10% of the total construction budget or a letter showing proof of financial commitment to the Anchorage Park Foundation for annual maintenance or maintenance scheduled by the Anchorage Department of Parks and Recreation when appropriate. The amount shall be credited to a separate memorial maintenance fund within the Anchorage Park Foundation account.
- F. The person or organization submitting the application for a memorial must comply with benchmark meetings with the Director or Department of Parks and Recreation to show progress and/or changes in design and development.

(4) Once a memorial site plan is developed and materials are selected, the person or organization seeking approval will present the memorial design and sample materials along with a site plan to the Public Art Committee for an aesthetic design approval. The Public Art Committee will be responsible for reviewing specific elements of the Decision Criteria listed above including Aesthetics and Material. Final approval by the Parks and Recreation Commission will be based on comments and recommendations made by the Public Art Committee.

(5) When the person or organization seeking approval has met the memorial design criteria as well as the associated required elements listed above, the Memorial Advisory Committee will recommend that the proposed memorial go before the Parks and Recreation Commission for final review and approval. The Parks and Recreation Commission will review the remaining Decision Criteria including Site Selection, Landscape Features and Consultation. A public hearing will be part of this final approval. If a memorial's value exceeds \$500,000, approval will also be required from the Urban Design Commission.

(6) Upon final memorial approval, the Department of Parks and Recreation will enter into a contractual agreement with the person or organization responsible for the memorial that outlines each party's roles and responsibilities.

Administrative

(1) Maintenance of Documentation of Design and Construction - Complete documentation of design and construction of each memorial located in Delaney Park shall be provided to the Director of Parks and Recreation and shall be permanently maintained.

(2) Regulations and Standards - The Director of Parks and Recreation shall prescribe appropriate regulations or standards to carry out this chapter.

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(3) On-going Maintenance - The Department of Parks and Recreation will not bear responsibility for repair or replacement of vandalized, lost or stolen memorials.

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Delaney Park Memorial Policy Zone Map

Delaney Park West End



Delaney Park East End

