

**Town of Windham
Town Council
Ordinance**

Ordinance No. 2886

Town Property Naming Policy and Process Ordinance

Pursuant to its authority under the Town Charter and the Connecticut General Statutes, including Section 7-148, the Town of Windham Town Council hereby repeals Article II, Section 6 of the Town of Windham Code of Ordinances and enacts the following Ordinance in its place.

Section 2-121. Ordinance.

This Ordinance shall be known as the "Town Property Naming Policy and Process."

Section 2-122. Purpose.

This Ordinance provides mandatory requirements for determining the name of Town parks, lands, roads, recreation facilities, memorials, auditoriums, and buildings or facilities owned, possessed, acquired, built, established or installed by the Town, including all Town property under the operational control of the Board of Education, Water Pollution Control Authority, and Water Commission. This ordinance shall not apply to plaques, signs, or labeling that is affixed to property as an acknowledgement of a gift of that property.

Sec. 2-123. Policy.

Public parks, roads, recreation facilities, memorials, auditoriums, buildings and facilities ("public facility" or "public facilities") are enduring and visible elements of a community. The selection of a name for a public facility must be done with care and concern and reflect the community spirit and nature.

Sec. 2-124. Application.

(a) For a name to be considered for a public facility, a detailed resume and justification, as applicable, must be submitted in writing to the Town Manager which, at minimum, must include, 1) if a person, the contribution of the honoree(s) to the Windham community, 2) the connection between the proposed name(s) and the purpose to which the facility is being dedicated and 3) the historical or geographical significance, if any, of the proposed name(s).

(b) Naming proposals shall also describe a format for displaying the name commemorating the honoree(s), shall describe the proposed funding and funding source for naming signage or other forms of memorials, and shall describe any recommended ceremonial activities for the naming or dedicating of the public facility.

Sec. 2-125. Public hearing.

The Town Council shall notice and conduct a public hearing to receive public comment and input before deciding to name the public facility.

Sec. 2-126. Designation of name by Town Council.

The Town Council may designate the name of all public facilities by two-thirds of those present and voting.

Sec. 2-127. Road names and other special cases.

Notwithstanding all other provisions of this Ordinance, this Section shall apply to all Town roads or other public facilities whose name is necessary without delay in order to serve public safety or provide public direction. In such cases, the Town road or other special public facility may be named through one motion of the Town Council adopted by two-thirds of those present and voting. A recommended name or names for such Town road or other public facility under this section shall be forwarded for consideration to the Town Council by a developer and Town staff, as applicable.

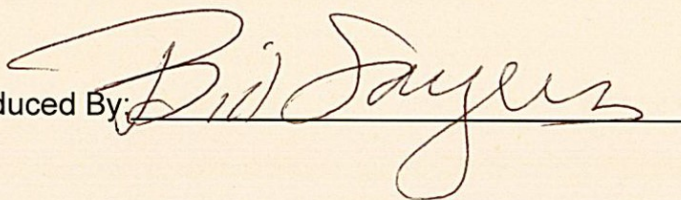
Sec. 2-128. Enforcement.

No public funds shall be expended on naming signage or memorials for public facilities except after compliance with this Ordinance. Any person who violates this Ordinance shall be personally liable for treble the cost of removing the illegal signage and memorials, as well as for all costs to enforce this Ordinance and to correct the violation.

Section 2-129. Effective Date.

This repeal and Ordinance shall become effective in accordance with the Town Charter.

Introduced By:



Date:

9-3-24

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