

~~Error! Objects cannot be created from editing field codes.~~



## Fresno County Board of Supervisors

# ADMINISTRATIVE POLICY

### NUMBER 48 Designating County Facilities

Effective Date: December 17, 2002

[Revision Date: August 6, 2019](#)

#### **POLICY STATEMENT**

The Board of Supervisors of the County of Fresno shall designate County facilities in accordance with their function and/or geographic location. ~~The Board shall also consider, according to criteria listed below, recognizing the significant efforts of individuals/organizations and notable events that have impacted the lives of the residents of this County by designating County facilities in the name of those individuals, organizations or events.~~ The Board of Supervisors shall consider the Criteria for Designation as outlined in this Policy when designating County and Library facilities and Roads and Bridges.

[Facilities listed in the National Register of Historic Places or any State or local listing, or are found eligible to be listed, will not be considered for designation.](#)

[Should the Board of Supervisors designate a facility, road, or bridge, the cost of fabricating and installing signs will be the responsibility of those who have nominated the individual, organization, or event.](#)

#### **Nomination Process**

[A nomination to designate a facility, road, or bridge may be made by an individual member of the Board of Supervisors, a member of the public, or an organization working with the pertinent department. The request shall be made in writing and include a statement about the individual, organization, or event that would allow for an honorable designation by the Board. The request shall be ~~made in writing and~~ sent to the County Administrative Officer \(CAO\) for review and consideration for placement on the Board of Supervisors agenda.](#)

[After review, the CAO shall notify each Member of the Board of Supervisors of the request for designation for placement on the Board's agenda. Upon the CAO's review and approval of the request for placement on the Board's agenda, the recommendation for designation shall be made through a resolution as an agenda item on the Board's Calendar. Designation requests for Library facilities and Roads and Bridges shall be subject to additional criteria as outlined below.](#)

#### **County Facilities: Criteria for Designation**

[County facilities shall be designated by the locality they serve, except where the facility is in an area where a location name is not clearly identifiable. In such cases, the County facility and/or](#)

Formatted: Font: Bold

Formatted: Font: Bold

an area in a facility (community meeting room) may be named for an event that has made a significant impact/contribution to the County; or an inactive organization; or a deceased individual in the local community who has added significantly to County service and/or made a significant financial contribution.

**Library Facilities: Criteria for Designation Selection**

Formatted: Font: Bold

Library facilities shall be designated by the locality they serve, except where the facility is in an area where a location name is not clearly identifiable or the Board of Supervisors determines extenuating circumstances warrant a different designation. In such cases, the library facility and/or an area in a library facility (community meeting room or children’s alcove) may be named for an event that has made a significant impact/contribution to the County; or an organization (active or inactive), or an individual (living or deceased) in the local community who has added significantly to County library service, made a significant financial contribution, and/or is a prominent literary figure.

~~The Board of Supervisors will consider designating a County facility in memory or in honor of an individual, organization or event that has made a significant contribution to the overall welfare of the County as a whole or to a distinct local area within the County. This would include individuals who have provided significant public service or have willingly given their lives in the line of duty for the residents of Fresno County; an organization which is no longer active, but which has contributed as a group to the general public welfare of the residents of Fresno County; and events which have provided significant direction to the growth of Fresno County.~~

~~County facility categories specifically identified in this policy shall have, in addition to these Criteria for Selection guidelines, designation restrictions that are included within their section description and applicable only to them.~~

~~Facilities listed in the National Register of Historic Places or any State or local listing, or are found to be eligible to be listed, will not be considered for designation.~~

~~Should the Board of Supervisors designate a facility, the cost of fabricating and installing signs will be the responsibility of those who have nominated the individual, organization or event.~~

**Roads and Bridges: Criteria for Designation Guidelines**

Formatted: Font: Bold

The designation of roads and bridges shall be considered for individuals, organizations, or events. When a road or bridge is being designated in honor of an individual or organization, the designee must be deceased and the organization must be inactive.

Roads that are eligible for consideration under this policy shall be classified as rural expressway, rural superarterial, or arterial. With Board approval, the name of the road will not change, but the specific section of road that has been identified will indicate that it has been designated in memory of a particular individual, organization, or event.

Bridges that are eligible for consideration under this policy must be located on a road classified as stated above. The designation of a bridge will not replace its identification in accordance with the County or State bridge numbering systems.

The designation of roads and bridges shall be based on Caltrans policy for naming freeways, highways, and structures, to include the following:

1. Any person being honored must have provided extraordinary public service or some exemplary contribution to the public good and have a connection to the community where the highway is located.
2. The segment of road must not exceed five miles in length.
3. The proposed designation must reflect a community consensus and be without local opposition.
4. The proposed designation may not supersede an existing designation unless the sponsor can document that a good faith effort has uncovered no opposition to rescinding the prior designation.

~~eligible for designation in recognizing the significant efforts of individuals/organizations and notable events.~~

~~Roads that are eligible for consideration under this policy shall be classified as rural expressway, rural superarterial or arterial. Designations shall be made in accordance with selection criteria and process included in this policy, limited to deceased individuals or organizations that are no longer active and include no more than a five-mile section of the specified roadway. With Board approval, the name of the road will not change, but the specific section of road that has been identified will indicate that it has been designated in memory of the particular individual, organization or event.~~

~~Bridges that are eligible for consideration under this policy must be located on a road classified as above. Designations shall be made in accordance with selection criteria and process included in this policy, may in addition to the individuals, organizations and events noted above be in recognition of a distinguished individual who is still living. The designation of a bridge will not replace its identification in accordance with the County or State bridge numbering systems.~~

Library Facilities: Guidelines

~~Library facilities shall be designated by the locality they serve, except where the facility is in an area where a location name is not clearly identifiable. In such cases, the facility may be named for a person in the local community who has added significantly to County library service or has become a prominent literary figure.~~

~~Persons who have contributed significantly to the development of County library services or become a prominent literary figure may also be honored by designating a portion of a Library facility in recognition of their contributions to the community, e.g., a community meeting room or children's alcove.~~

Nomination Process

~~Nomination of individuals, organizations or events for recognition through the designation of a particular facility may be made by an individual member of the Board of Supervisors, a request filed with a Board member by an organization (by resolution of the organization) or area residents (by petition). The request/resolution shall be in writing and include a statement about the individual, organization or event that would qualify them for a memorial or honorable designation. If the request for designation is for a road or bridge, the sponsor shall include a map showing the specific roadway segment or the location of the bridge.~~

~~All nominations, including supportive documentation, resolutions and petitions shall be forwarded to the County Administrative Office for review in accordance with the Board's policy.~~

---

### **MANAGEMENT RESPONSIBILITY**

The CAO is responsible for reviewing requests for designation and notifying the Board of Supervisors of the requests.

~~The County Administrative Office shall provide for the review of all nominations for designation of County facilities in accordance with Board of Supervisors criteria. In addition, requests for designation of roads and bridges or Library facilities shall be subject to additional screening as indicated below.~~

Library Facilities - The County Librarian, with the Friends of the Library, shall establish guidelines for the selection of individuals or organizations to be recommended for recognition through the naming of Library facilities. In addition, the County Librarian, with the Friends of the Library, shall prepare the designation recommendation for the Board of Supervisors' review and approval through a resolution as an agenda item on the Board's Calendar.

Roads and Bridges - The Department of Public Works and Planning, (PW&P) in conjunction with the Fresno County Historical Landmarks and Records Advisory Commission, shall review a petition for designation of a road or bridge and make recommendations to the Board of Supervisors through a resolution as an agenda item on the Board's Calendar. A map showing the specific roadway segment or the location of the bridge shall be included with the Board agenda item. ~~The cost-PW&P staff costs associated with the development and presentation of the agenda item shall be funded by the sponsors of the requested designation.- PW&P~~Petitions requesting designations that could impact the State Highway 99 corridor shall be referred to the Highway 99 Beautification Committee for comment. The Department of Public Works and Planning will annotate the Maintained Mileage Maps to indicate the designations and cause the information to be entered into the County's Geographic Information System. The Department of Public Works and Planning will also maintain a listing of the roads and bridges designated by the Board of Supervisors. The Department of Public Works and Planning shall determine the size and design of designation signs and their placement as well as the costs for fabrication, and installation, and maintenance of ing signs, which shall will be funded/reimbursed by the sponsors of the requested designation.

Library Facilities - The County Librarian, with the Friends of the Library, will establish guidelines for the selection of individuals to be recognized through the naming of a Library facility when an alternative to location is indicated and prepare recommendations to the Board of Supervisors.