

1. PURPOSE: The purpose of this policy is to provide operational guidance for the establishment, standardization and installation of monuments and memorials within the Veterans Memorial Park.

2. SCOPE: The Memorial and Monument Design Plan applies to all persons who wish to place a monument or memorial within the Veterans Memorial Park, and who by contract or agreement, are subject to the direction of the South Central Regional Veterans Group (SCRVG) and/or the City of Rolla.

3. POLICY: During the establishment and/or installation of monuments or memorials within the Veterans Memorial Park, it is the policy of this organization to:

Consider the person(s), organizations(s), or activity the monument or memorial represents and how that is related to Veterans.

Insure the monument or memorial upholds the heraldry and honor of those it is purported to represent and venerate.

Insure the monument or memorial is standardized and does not, by its construction detract from the Park's purpose.

Insure the monument or memorial does not show preference over other such monuments or memorials previously approved or installed.

4. DEFINITIONS:

A. Monument: A type of structure that commemorates a specific event (eg. WWI, Landing on D-Day, etc.).

B. Memorial: An object which serves as a focus for memory of person or organization (eg. Departed Loved One who died in the service, 101st Airborne Division, etc.).

5. RESPONSIBILITIES:

A. Presenting Persons and/or Organization (PO): Upon determining a specific individual or organization who wishes to place a separate monument or memorial within the Veterans Memorial Park, they will contact and present a design to a member of the Monument Committee. This design must include who or what organization will be presenting it; who or what person it will venerate; specific size, within the guidelines of this policy; what it will be constructed of; how and approximate date the PO intends to install it; and a statement from the PO that the PO will assume all costs of the installation and clean-up of the approved location.

B. Monument Committee (MC): Upon receipt of the design plan from the PO, the MC will insure it conforms to this policy. A member of the MC will then coordinate with a representative of the City Parks and Recreation Department to insure it does not violate any City Statutes, Codes, Policies or Procedures. If a problem is encountered, the design plan will be returned to the PO with an explanation for future re-submission. If there are no problems or issues, the MC will present the design plan to the SCRVG Board at the next scheduled meeting.

C. SCRVG Board: Upon receipt of the reviewed design plan from the MC, the SCRVG will vote to accept the approved plan and authorize installation.

6. PROCEDURES:

A. Monuments and Memorials may consist of Plaques, Benches, Columns, Statues and Tablets.

(1). Plaques are a plate of metal, ceramic, stone, or other material attached to a wall, stone, or other vertical surface. Plaques will measure no more than 2 feet in diameter (round), 2 feet on a side (square), or 2.5 feet (rectangle). This may be attached as stated above, measuring no more than 4 feet wide and four feet tall.

(2). Benches will be commercially purchased and similar in construction to the benches already installed at the POW/MIA Memorial. They may have a small plaque installed on the top, center, forward facing surface indicating the person or organization venerated.

(3). Columns will be made of metal, ceramic or stone. They will be round or square, no more than 2 feet in diameter (round) or 1.5 feet to a side (square) set upon a base no larger than 3 feet to a side (square). The total structure cannot exceed six feet tall. A small plaque may be attached to the base to indicate the person or organization venerated.

(4). Statues will be made of metal or stone. They may be up to four feet tall and set upon a base no larger than 3 feet to a side (square). The total structure cannot exceed six feet tall. A small plaque (as defined above) may be attached to the base to indicate the person or organization venerated.

(5). Tablets (similar to Grave Stones) will be made of metal, ceramic or stone. They will be no more than 6 feet wide and 1.5 feet deep. It may be set upon a base one foot tall and no more than 1 inch wider on each side than the actual tablet. The total structure cannot exceed five feet tall.

6. HISTORICAL MONUMENT PATH:

A. The Historical Monument Path is a winding path, tracking the various sanctioned wars and actions in which citizens of the United States participated in. These events have

been previously listed on the front of the POW/MIA Memorial, already established. The 18 actions will be placed in chronological order, equidistant along the path.

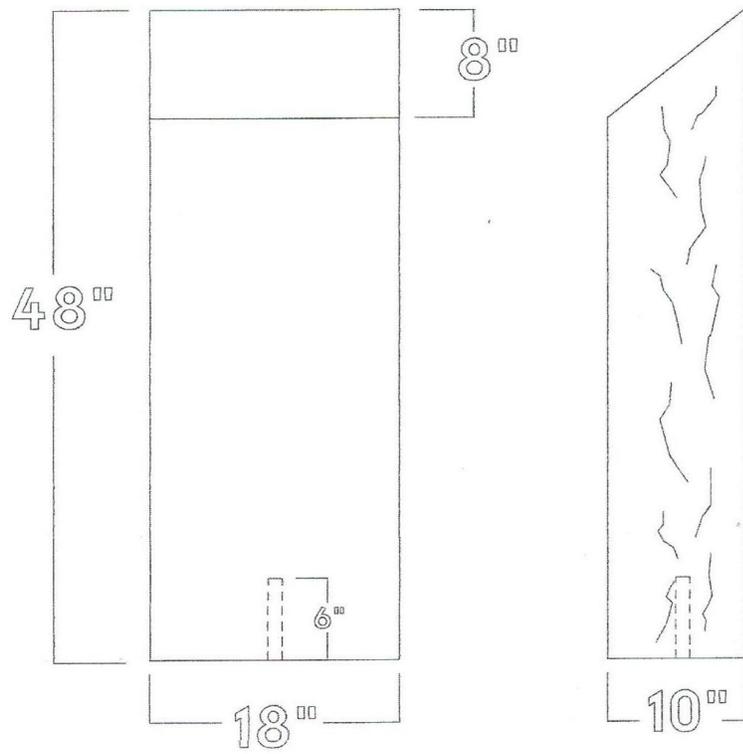
B. The path will be of uniform width (about 8') in accordance with the American Disability Act, beginning approximately mid-point on the east side of the existing parking lot and proceed east, bending south around the existing Pavilion; then turning in a counter clockwise direction, proceeding north along the eastern boundary of the park. After traveling approximately two-thirds of the total distance of the park, the path will again turn counter clockwise and proceed in a generally south west direction, toward the existing Map Kiosk. Approximately half the distance to the Kiosk, the path will turn in a generally westerly direction and ultimately join with the planned path joining the parking lot, amphitheater and pentagon. This is conceptual with the plan posted on the Map Kiosk.

C. At the site of each monument, the width of the path will widen; 2' on the side where the monument will be placed and 6' on the opposite side. The monument will be centered on the one side and a bench, of similar construction as those already placed at the POW/MIA Memorial, centered on the opposing side. The monument side will be the side closest to the center of the park, thus allowing anyone who is using the bench, to not only observe the noted monument, but have the remaining monuments in the distance.

D. Each monument will be constructed of Missouri Red Granite and will be 48" tall, 18" wide and 10" deep. The top will have an approximate 45 degree, 8" forward slope where the name of the action and consecutive year dates engraved on the slope. The top and face will be polished. See attached diagram.

ATTACHMENT

Phelps County Monument Co.
Veteran's Park Markers



Polished on the front - back
and top with rustic sides and
a 1" dowel hole 6" deep