



LOWER MACUNGIE TOWNSHIP PARK MEMORIAL PROGRAM

Lower Macungie Township's (LMT) Park Memorial Program will allow the dedication of trees, engraved plaques, and park benches (or any combination of these) in Township parks.

How it works:

An application form is available at the township's office (3400 Brookside Road) or website (www.lowermac.org), and should be submitted to the township's office along with the application fee of \$100. Applications are accepted yearlong, with tree plantings being done in the spring and fall.

The township reserves the right to approve or deny any application. In the case of a denial there will be a fifty-dollar (\$50) processing fee. Any additional funds that were submitted will be refunded.

Applicants should submit four possible sites for their memorials, listed in an order of priority, as not all sites may be appropriate. The Parks, Recreation, Open Space & Farmland Preservation Board (the Board), in conjunction with the LMT Public Works Department, shall choose the site of the memorial from the list provided. Once the memorial site plan is approved, full payment must be received before ground may be broken. Plaques and benches will be installed as soon as weather and work schedules permit after receipt of the items.

The person, group or cause to be memorialized will be evaluated by the Board for appropriateness and must be approved by a majority vote. The Board will also take into consideration how the proposed memorial will impact public safety and aesthetics of Township parks.

Public Works will do the necessary excavation, installation, and planting, and will be responsible for future maintenance. Any tree that dies within a year of its planting will be replaced by the township, and any that dies after more than a year will be replaced at the township's discretion. The township will repair damaged plaques and benches. If replacement is needed, that will be done at the township's discretion when older than two years.

Who qualifies?

Individuals to be memorialized should be of good reputation, must be current on all LMT taxes, and must be approved by a majority vote of the Board. Please note that individuals may be subject to background screening by the State Police.

Groups and causes must be non-political and must be approved by a majority vote of the Board.



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How much does it cost?

An application fee of \$100 includes the necessary township permits and approval for excavation and must be submitted with the application. As previously stated, \$50 of this fee is not refundable.

The memorial itself may be selected from the following options*:

- A) Park Tree Memorial only starts at..... \$ 500
- B) Tree and engraved plaque start at..... \$ 700
- C) Bench only start at..... \$ 1700
- D) Tree, plaque, and bench start at..... \$ 2800

*Prices are subject to change without prior notification.

The cost of tree memorials will vary according to the tree selected and are subject to market fluctuations. Recommended tree species may be obtained from the Cornell University Urban Horticulture Institute *Recommended Urban Trees* list** though final approval must be made by Public Works. The coordination of tree memorials should be handled by the Director of Planning and Community Development.

Benches are made from granite; concrete benches are also available at approximately half the cost of granite. Benches will be installed on 3 ft. by 6 ft. concrete pads for stability and easier turf maintenance.

Plaques are made from granite; brass plaques may also be selected at market rates.

**<http://www.hort.cornell.edu/department/faculty/bassuk/uhi/outreach/recurbtree/index.html>



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APPLICATION FORM

Applicant Information (Name, date of birth, address, telephone number)

Dedication of Memorial (Please describe who/whom/what you are memorializing and why)

If a person- full legal name and social security number

Type of memorial (check all that apply)

- Tree
- Plaque
- Park bench

Person applying for memorial, name, address, and social security number

Applicant certifies all information provided to be true and also acknowledges that a background investigation may be conducted. Applicant further states that no delinquent taxes are owed to Lower Macungie Township & that they are of good moral standing.

Signature: _____

Date: _____