



City of Seabrook

Park Dedication Policy

The purpose of the Park Dedication Program is to enhance selected areas of public land in Seabrook and to give residents the opportunity to donate a park item to commemorate a loved one or an event, for the pleasure of all residents and visitors. The procedure outlines the terms of the agreement as a partnership between the applicant and the City of Seabrook which is in compliance with the Seabrook Open Space & Parks Master Plan.

Application

Any person or group wishing to dedicate a park item is invited to make application to the City of Seabrook and the application will include the following: a detailed description or map showing proposed location of dedicated item. Applicants may be required to meet with Public Works Department to discuss their application and the location of the item.

Terms of Agreement

According to this policy the City agrees to:

- a) Approve a suitable location for the item which would be on public land within the boundaries of the City of Seabrook. The Public Works Department would consider the application and either approve the location or suggest an alternate location for the item, with consideration also given to safety. The City reserves the right to relocate or remove the item to accommodate future development or changes in site conditions at any time. If a dedication needs to be removed or relocated the City will contact the donor to discuss alternative locations. The City will make the final determination.
- b) Purchase the item. Bench donations shall be paid to the City and the City will purchase the bench. Donor will pay City the current bench price. All other donations (trees, picnic tables, playground equipment, etc.) shall be purchased by the donor after consultation and approval by the Public Works Department and delivered to Public Works Department for installation. Trees shall be installed by donor and shall be per the City's recommended tree list and only accepted when arrangements are made by donor for irrigation needs for the first year after installation. Donated park elements must be of high quality to ensure a long life and be resistant to the elements, wear and tear, and vandalism.
- c) Purchase a plaque. Plaque shall be purchased by donor and delivered to the Public Works Department for installation. Preferred material is Aluminum with plaque sizes of 3" x 5" for benches and 3" x 5" or 5" x 7" for trees. Wording on the plaque must be uplifting in nature while still honoring the person or event. Language is subject to the review and approval by the Public Works Department.

In bench applications, the plaque will be mounted on to the back of the bench. In tree installations, the plaque will be installed in a flush mounted concrete pad having a 1" frame around it.

- d) Installation. Donated park items and plaques shall be installed by City personal while trees will be by donor.
- e) Maintain items for a period of 10 years. The City agrees to replace or repair the item and/or plaque due to vandalism or wear, up to a period of ten (10) years. After ten (10) years, the City would continue to maintain the item with minimal cost for a period until the item was no longer in reasonable condition. After ten (10) years the City would not replace the item due to vandalism or wear. If an applicant wishes to renew their application after the 10-year period, then their name would be added to the top of the wait list.
- f) Issue a tax-deductible receipt to the applicant for the donation.



City of Seabrook
Park Dedication Application

1. Donor Information

Name: _____

Phone: _____

Address: _____

City, State, Zip: _____

Email: _____

2. Donation Item:

Please state/list the item(s) being donated.

3. Location of Proposed Item Placement:

Please state or provide a map (preferred) showing the location for item placement:

4. Plaque Inscription:

Please print your text in the space provided. Content will be reviewed for appropriateness and subject to approval.

5. Payment (for bench only)

Please contact the Seabrook Public Works Department for current bench price and make your check payable to City of Seabrook.

I have read, fully understand, and agree to abide by City of Seabrook's Park Dedication Policy. My signature below indicates that I have read the policy in its entirety and understand that the dedication does not entitle me to ownership of the particular dedicated element.

Signature of donor: _____

Date: _____

Signature of City: _____

Date: _____

Please return this application and payment to:

City of Seabrook
1100 Red Bluff Rd.,
Seabrook, Texas 77586



City of Seabrook

Recommended List

Common Name	Botanical Name
American Sycamore	<i>Platanus occidentalis</i>
Bald Cypress	<i>Taxodium distichum</i>
Cedar Elm	<i>Ulmus crassifolia</i>
Cottonwood	<i>Populus deltoides</i>
Live Oak	<i>Quercus virginiana</i>
Mexican White Oak	<i>Quercus polymorpha</i>
Pecan	<i>Carya illinoensis</i>
Water Oak	<i>Quercus nigra</i>

