



Commemorative Bench, Tree & Table Program

Community Services Department
Town of Petawawa

1. Purpose

The Town of Petawawa takes great pride in its natural amenities. Known for its beautiful parks, trails and waterways, Petawawa strives to preserve and protect its natural landscapes for both residents and visitors to enjoy. The Commemorative Bench, Tree & Table Program provides an opportunity for members of the public to commemorate a person, occasion or organization through the donation of a park bench, tree or table within the town of Petawawa. This cost-recovery program will contribute to the beautification and “greening” of the municipality while increasing and improving park amenities.

2. Requests

To donate a tree, bench or table to a Town park or trail, submit the Commemorative Bench, Tree & Table Program Request Form. Requests for benches, tables and existing trees can be submitted anytime. For the health and survival of new trees, deadlines are as follows:

- Spring planting applications – submit by April 1
- Fall planting applications – submit by September 1

Donation requests can be forwarded to the Town of Petawawa at bookings@petawawa.ca or Community Services Department, 16 Civic Centre Road, Petawawa, ON K8H 3H5.

3. Commemorative Trees

The donation of a shade tree provides a lasting memory along with many environmental benefits including: off-setting carbon footprints, cooling of the planet, shade and UV buffering, providing canopy and habitat for wildlife and the beautification of Town parks.

The cost for existing trees is \$200.00 plus HST. A new tree costs \$400.00 plus HST. The fee includes the tree, planting materials, labour, maintenance and a 4” x 6” plaque and plaque stand that will be placed at the foot of the tree. Should the tree die or become diseased or vandalized, the tree will be replaced by the Town, at no charge to the applicant.

The Town of Petawawa reserves the right to determine and limit the species requested. Staff will work with the donor to determine an appropriate tree species and best location for the tree to be planted based on available designated locations. Tree species selection will be based on nursery availability and fit within the desired location. Trees will be 50mm caliper size or larger.

Trees appropriate for planting include:

| Tree Name | Scientific Name |
|-----------------------|-----------------------|
| Black Walnut | Juglans nigra |
| Crimson King Maple | Acer platanoides |
| Freeman Maple | Acer x freemanii |
| Little Leaf Linden | Tilia cordata |
| Red Maple | Acer rubrum |
| Red Oak | Quercus rubra |
| Sugar Maple | Acer saccharum |
| Sunburst Honey Locust | Gleditsia triacanthos |

4. Commemorative Benches & Tables

Commemorative benches and tables are a popular way to remember a loved one or recognize an individual or organization. The Town of Petawawa places benches and tables in identified locations in municipal parks and trails that provide opportunities to enjoy the natural beauty of the surroundings and rest spots along a trail. Benches are made of powder-coated aluminum/steel and are typically 4' in length. Tables are typically constructed with the same materials. The Town reserves the right to determine bench/table type, style, colour and materials and this is often based on the location and existing park furniture.

The cost per bench is \$800.00 plus HST. Tables cost \$1,100.00 plus HST. The fee includes the bench/table, installation (to accessible standards), maintenance and a 4" x 6" plaque that will be mounted to the backrest portion of the bench or center of the table. Commemorative benches/tables and associated plaques will be maintained by the municipality for the life of the unit.

The Town has several park and trail locations appropriate for the placement of a commemorative bench/table. Every effort will be made to accommodate the request of the donor based on the availability of designated locations. The Town reserves the right to determine and limit the number and locations of commemorative benches/tables.

Locations for a memorial bench/table could include:

- Centennial Park/Millennium Trail
- Civic Centre Park
- Petawawa Point Park
- Neighborhood parks
- Various parkettes throughout the municipality

A park inventory is available at www.petawawa.ca.

For additional information, please contact bookings@petawawa.ca or 613-687-5678 ext. 2112.

5. Examples of Commemorative Benches, Tables and Tree Plaques



Commemorative Program Request Form

1. Applicant Information

| | | | |
|---------------|-------------|-----------|--------------|
| First Name | | Last Name | |
| Street Number | Street Name | | Suite/Unit # |
| City | | Province | Postal Code |
| Telephone # | | Email | |

2. Requested Item

| Selection | Type of Commemoration | Cost |
|-----------|-------------------------------|-------------------|
| | Commemorative Tree (existing) | \$ 200.00 + HST |
| | Commemorative Tree (new) | \$ 400.00 + HST |
| | Commemorative Bench | \$ 800.00 + HST |
| | Commemorative Table | \$ 1,100.00 + HST |

3. Location – please discuss with Community Services staff as may depend on item requested

| Preferred Location (First Choice) | Preferred Location (Second Choice) |
|---|---|
| <input type="checkbox"/> Centennial Park/Millennium Trail | <input type="checkbox"/> Centennial Park/Millennium Trail |
| <input type="checkbox"/> Petawawa Point Park | <input type="checkbox"/> Petawawa Point Park |
| <input type="checkbox"/> Civic Centre Grounds | <input type="checkbox"/> Civic Centre Grounds |
| <input type="checkbox"/> Neighborhood Park _____ | <input type="checkbox"/> Neighborhood Park _____ |
| <input type="checkbox"/> Parkette _____ | <input type="checkbox"/> Parkette _____ |

4. Tree Choice

| Choice of Tree – from list in Section 3 |
|---|
| 1. |
| 2. |

