

Memorial Bench and Tree Program

Memorial Program

POLICY STATEMENT: The Viera East Community Development District (VECDD) recognizes the need for community members to have an opportunity for individuals, families and organizations to memorialize an outstanding achievement or the memory of a loved one through the planting of trees or the placement of memorial benches for the entire community to use and enjoy.

POLICY/PROCEDURE: This policy was developed to provide a coordinated and consistent approach for accepting and processing memorial requests. Anyone submitting an application for a memorial item acknowledges and recognizes that the VECDD Board of Supervisors may approve or disapprove any request at its sole discretion. This policy is limited to only those common area properties owned and managed by VECDD.

General Policy Guidelines

- The purchase and dedication of any and all memorials will be funded by private individuals or groups.
- Memorials representing or depicting a commercial advertisement will not be permitted.
- Engraving on all memorial items are limited to a maximum of 4 lines and 15 characters per line.
- VECDD will have final approval of the wording for the engraving on the memorial.
- All payments for the purchase of a memorial must be made to VECDD prior to ordering and installation of the memorial.
- All memorials will be installed by a qualified contractor selected by VECDD.
- VECDD will not be responsible for the repair or replacement of any memorial. The purchaser of the memorial releases VECDD of all responsibility for repairs and/or replacement of memorial.
- The purchaser of the memorial assumes full responsibility for the cost of any and all repairs or replacement, if necessary.
- VECDD has final approval of requested memorial and location of the memorial. When determining the approval of a memorial, VECDD will consider proximity to homes, lines of sight, distance to other memorials, safety, maintenance and existing landscaping.
- VECDD, at its own discretion, may limit the total number of any type of memorial on VECDD property.

Memorial Tree Donation (\$350)

- VECDD will work with purchaser to select an appropriate tree from the recommended tree list. Recommended trees may vary from location to location. The tree must be a 30-gallon size with a minimum height of 6 feet.
- The location of the tree must be approved by VECDD. Ideal locations for memorial trees include parks, trails and other areas where the tree can be seen and enjoyed by the entire community. Memorial trees will not be planted on private residential property or any location that may violate federal, state or local laws/rules regarding tree installation. See Exhibit "B" for recommended locations.
- The date/time of planting must be coordinated with VECDD to ensure the optimal planting season for the selected tree.
- Invasive or exotic species will not be considered. Please refer to Exhibit "A" for recommended tree list. Trees on the recommended list may not be appropriate for every location. Tree selection must be coordinated with and approved by VECDD.

Memorial Tree Donation with Marker (\$500)

- See policy above regarding tree/location selection.
- Marker shall be granite (10"x8"x4") and set into the ground next to the memorial tree.

Adopt a Tree with Marker (\$200)

- Purchaser to coordinate with VECDD to select an existing VECDD tree to designate as a memorial tree.
- Marker shall be granite (10"x8"x4") and set into the ground next to the memorial tree.

Memorial Rock Donation (\$500 and up based on materials)

- VECDD will work with purchaser to select an appropriate rock as available from vendors. Price may vary based on size and material and agreed upon by donator and VECDD.
- A marker may be set next to the stone indicating the donation.

Memorial Bench with Engraving (\$1,200)

- A bench of VECDD's choosing (style and color) may be purchased with engraved message on bench back.
- The determination of the need for a concrete footing/slab shall be determined by VECDD in its sole discretion. Costs of any additional slabs will be donated and added to above cost.

- A memorial bench will only be considered in locations where benches are scheduled to be replaced or where new benches are contemplated by VECDD.

Exhibit “A”

Recommended Tree List

Canopy Trees

Elms (no Chinese)
Laurel Oak (*Quercus Laurifolia*)
Live Oak (*Quercus virginiana*)
Longleaf Pine (*Pinus taeda*)
Red Maple (*Acer rubrum*)
Slash Pine (*Pinus elliottii*)
Southern Magnolia (*Magnolia grandiflora*)
Sweetgum (*Liquidambar styraciflua*)
Sycamore (*Plantanus occidentalis*)

Accent Trees

Crape-Myrtle (*Lagerstroemia indica*)
Hollywood Juniper (*Juniperus torulosa*)
Jacaranda (*Jacaranda mimosifolia*)
Ligustrum (*Ligustrum japonicum*)
Loquat (*Eriobotrya japonica*)
Peltophorum (*Peltophorum pterocarpum*)
Savannah Holly (*Ilex opaca*, “Savannah”)
Tabebuia Varieties
Nellie Stevens

Exhibit “B”

Recommended Areas for Memorials

Memorial Tree Donation

VECDD Parks, Trails and VECDD Common Areas

Adopt a Tree

All areas with existing VECDD trees

VECDD - BENCH REQUEST FORM

DATE: _____

DONOR NAME: _____

ADDRESS: _____

EMAIL ADDRESS: _____

TELEPHONE #: _____

REQUESTED LOCATION: _____

APPROVAL & ORDERING INFORMATION

Memorial benches must be approved by Viera East CDD for location and dedication wording. Upon approval, the vendor will be notified by Viera East CDD a bench has been approved for ordering, and the resident shall receive the vendor contact information. The resident will proceed with the ordering and payment directly with the vendor. For continuity, all benches will be the Deluxe Park Bench 6', Cedar with Black legs, with 3" engraving on 2 boards. Maximum characters per board: 45. Benches will be delivered to Viera East CDD to be assembled and placed at desired location.

DEDICATION TO READ:

(Maximum 45 characters per board)

Board 1 _____

Board 2 _____

VENDOR WILL EMAIL MOCK-UP ENGRAVING PROOF FOR DONOR'S APPROVAL
PRIOR TO ENGRAVING.

Approved: _____