



## Park Bench Program

### PROCESS

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The City of Cotati has a park bench dedication program, where you can add a plaque to an existing bench, or you can request installation of a new bench in a desired location. Below is the process for dedicating a park bench:

1. City staff will review the dedication form to determine if the location (if new) and plaque language is acceptable to the City. If applicable, neighbors will be contacted to inform them of the potential new bench to determine if the location solicits any concerns.
2. If the Park Bench Dedication is accepted, the City will require:
  - a. Pre-payment of all required fees to install the plaque or bench; and
  - b. Final plaque text, and approval of the proof by the applicant.
3. Once the plaque proof is approved, it will take approximately 2 months to produce the plaque.
4. The Park Bench and/or plaque will then be installed by the City in the city-approved location.

### CITY STANDARDS

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1. Plaque:
  - a. Plaque Size: 3.5 x 6 inches
  - b. Minimum Text Size: 0.3-inch
  - c. Maximum Text Size: 2.75" x 5.25"
  - d. Font Type: Warnock
  - e. Maximum Number of Characters: 20 per line (6 lines max)
  - f. Plaque Material: Bronze, black background
2. Bench:
  - a. 6-foot Columbia Cascade TimberForm Restoration Bench
    - i. Model #2118-6-AL RESTORATION bench with Armrests
  - b. Cast Iron Frame
  - c. Aluminum bench slats
  - d. Powder coated black
  - e. standard rose graphic
  - f. Cast Iron Frames