



Board of Commissioners Adopt-a-Bench Policy

Adopted: December 6, 2023

Areas covered

Multi-Use Path (east side of S Virginia Dare Trail and S Old Oregon Inlet Road)

Multi-Use Path (west side of US 158)

Principles of use

- Individuals may purchase a bench which includes a plaque commemorating/memorializing a person(s) or event(s) for a period of 10 years; Individual has first priority of re-adopting bench after 10-year period
- The bench will be maintained by Town staff
- The Town Manager or their designee must approve all Adopt-a-Bench reservations

Adopt-a-bench program details:

The Town of Nags Head's Adopt-a-Bench program provides individuals an opportunity to recognize a special person, achievement, or occasion by donating a bench located within the town. Benches may be placed along S. Virginia Dare Trail and S. Old Oregon Inlet Road based on available space along the town's multi-use path.

General Requirements

Individuals, families, and non-profit organizations may purchase a town-built bench for \$600. The cost covers the bench, installation, and maintenance. Bench donations are accepted on the basis that the town will maintain them for 10 years at the location where they were originally placed; after ten years, the disposition of the gift is at the sole discretion of the Town of Nags Head. Former bench owners will have priority regarding bench replacement sites. The Town's Public Services Department will make every effort to install the bench at the donor's chosen location; however, due to the narrow area between the multi-use path and the edge of the right-of-way, bulk heading, and utility locations, this may not be possible.

The four-foot-long benches use composite material for the seating area and salt treated lumber for the framing. Every effort will be made to build and install the bench within one month of receipt of payment. The town will take every reasonable precaution to prevent a bench from being stolen; however, the town will not be responsible for replacement should this occur. Each bench will have a \$20 silver plaque installed. The 3x6 plaque is made of aluminum. Each plaque has room for black lettering of 12 letters on four lines.

Ordering Process

1. Before completing the Adopt-a-Bench application form, the donor must contact the Town's Public Services Dept at 252-441-1122 to discuss bench location options.
2. Once the bench location is determined, the donor must submit the Adopt-a-Bench form, payment payable to Town of Nags Head, and mail to Administration Dept, Adopt-A-Bench, PO Box 99, Nags Head, NC 27959.
3. Upon receipt of final payment, the bench will be built.
4. A town staff member will contact the donor when the bench is completed and installed.