



MAINTENANCE AGREEMENT FOR COMMUNITY-BASED PROJECTS ON THE PUBLIC RIGHT-OF-WAY



PROJECT INITIATED/SPONSORED BY:

NAME: _____

ORGANIZATION: _____

ADDRESS, CITY, ZIP CODE: _____

PHONE #: _____ E-MAIL: _____

CITY PROGRAM UNDER WHICH PROJECT IS BEING INITIATED: _____ COUNCIL DISTRICT: _____

PROJECT SITE/STREET FURNITURE ADDRESS:

(If there is to be more than one site maintained by the same entity, include one copy of the Maintenance Agreement and attach an extra page with a list of all locations)

ENTITY MAINTAINING PROJECT SITE/STREET FURNITURE:

BUSINESS NAME: _____

CONTACT PERSON & POSITION: _____

PHONE #: _____ E-MAIL: _____

SITE IMPROVEMENTS INCLUDE (CHECK ALL THAT APPLY):

- | | | | | |
|--------------------------------|--------------------------------|-------------------------------------|---|---|
| <input type="checkbox"/> BENCH | <input type="checkbox"/> MURAL | <input type="checkbox"/> PLANTER | <input type="checkbox"/> COMMUNITY SIGN | <input type="checkbox"/> TRASH RECEPTACLE |
| <input type="checkbox"/> TABLE | <input type="checkbox"/> TREES | <input type="checkbox"/> VEGETATION | <input type="checkbox"/> OTHER _____ | |

TERMS

- MURALS: Apply for mural registration with the City of L.A. Department of Cultural Affairs. Subsequent application of an anti-graffiti coating after completion is required, and can be administered through the registration process. If graffiti occurs, call 311 to have the graffiti removed.
- TREES: Must comply with guidelines established by the City of L.A. Urban Forestry Division, Department of Public Works. Trees are to be watered on a regular basis
- VEGETATION: Maintenance of the vegetation and keeping the site free from weeds and debris.
- TRASH RECEPTACLE: Emptying the trash receptacle as needed and replacing the plastic liner.
- BENCHES: Periodic cleaning
- TABLE: Periodic cleaning
- PLANTERS: To be watered on a regular basis. Periodic cleaning.

The City of Los Angeles/Department of Public Works/Office of Community Beautification agrees to:

- Assist community groups through the process of obtaining approval, adoption by the Board of Public Works, and permitting process.
- Waive the fees for the A-Permit and Revocable Permit associated with the project.
- Provide liners upon request for the trash receptacles.
- Provide graffiti removal services, free of charge, when possible.
- Provide short term loans on hand tools for use on the beautification project. Items available include rakes, brooms, shovels, and hoes.
- Provide limited liability coverage through the City of Los Angeles: Commercial general liability-Hazard 2. Coverage applies to all facets of the project approved by the City of Los Angeles.

OTHER MAINTENANCE DETAILS

I agree to maintain the site improvements in perpetuity or until the City requests that they be removed. If the site improvements are damaged, destroyed, or become hazardous I understand that it is my responsibility to immediately remove them to the satisfaction of the City; I understand that I may replace damaged, destroyed or hazardous items in-kind and that the City is not responsible for such replacement. I understand that this permit is revocable and that the City does not guarantee my ability to install and maintain these site improvements indefinitely. I understand that the City may request that the permitted items at this location be removed and/or relocated at any time without prior notice, and agree to immediately comply with any such request by the City when/if asked to do so.

Signature of Maintenance Entity Representative _____

Date _____

<small>OCB Office use only:</small>
Intake date: _____ Initials: _____