



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



DATE: \_\_\_\_\_

COUNCIL DISTRICT: \_\_\_\_\_

AGREEMENT#: \_\_\_\_\_

**PROJECT INITIATED/SPONSORED BY:**

NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS, CITY, ZIP CODE: \_\_\_\_\_

PHONE #: \_\_\_\_\_

**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 &amp; POSITION: \_\_\_\_\_

PHONE #: \_\_\_\_\_

**SITE IMPROVEMENTS INCLUDE (CHECK ALL THAT APPLY):**

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

**TERMS**

- TREES: To be watered on a regular basis.
- MURAL: Applying anti-graffiti coating after completion and as needed. If graffiti occurs, call 311 to have the graffiti removed.
- 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: Cleaning periodically.
- TABLE: Cleaning periodically.
- PLANTERS: To be watered on a regular basis. Cleaning periodically.

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

- Help the community group through the process of obtaining approval and permits for this proposal.
- Waive the fees for the Revocable Permit and the A Permit.
- Provide liners upon request for the trash receptacles.
- Loan hand tools to the group working 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. If the items are damaged, destroyed, or become hazardous in any nature, Bureau of Street Services should be contacted at (213) 847-3077 for immediate removal. I understand that the street furniture at this location may be removed and/or relocated at any time without prior notice.

\_\_\_\_\_  
Signature of Maintenance Entity\_\_\_\_\_  
Date