



BYRON W. BROWN
Mayor of Buffalo

MICHAEL J. FINN, P.E.
Commissioner

DEPARTMENT OF PUBLIC WORKS, PARKS & STREETS

ADOPT-A-STREET OR PARK APPLICATION

Date: _____ Is this a renewal: ___Yes ___No

Name of Applicant*: _____

*Applicant must be a bona fide organization as defined in the City's Ordinance Section 413-71

Applicant Address: _____

Applicant Phone Number: _____ Applicant Email: _____

Adopt-a-Street/Park Address or Location**: _____

**Location shall include relevant street numbers, and/or street markers, and limits of the proposed street/park adoption including a map as an attachment for reference.

The application must include the following as attachments:

- (1) A group waiver and release of liability from incorporated entity or nonprofit, or if unincorporated, provide an attached list of the names, addresses and contact information for all the members dedicated to the adoption process.
- (2) Demonstrated and documented support from at least 50% of the property owners/tenants along the intended corridor (for street only).
- (3) The designation of three members of the proposed group to be the lead contacts. The lead contacts shall also provide their email addresses and phone numbers. One of the lead contacts must be present during any scheduled cleanup.
- (4) An insurance certificate and hold harmless agreement submitted by the organization.
- (5) A description of activities to be completed by the group (i.e. gardening, irrigation systems or fountain repairs, maintenance of park amenities, etc.)

The proposed date(s) for cleanup if approved or write ANNUAL if year-round: _____

By signing below, the applicant acknowledges he/she has read and understands the rules, regulations and clean-up procedures defined in Sections 413-74 and 413-75 of the City Ordinance.

The Undersigned applicant hereby agrees that, if granted permission to Adopt-a-Street/Park, I will maintain the location in good condition and in accordance with City Ordinances as well as any applicable City, State and Federal Rules and Regulations. The Undersigned further agrees that he/she will comply with all orders of the Commissioner of Public Works, Parks and Streets with respect to status and or condition of the location including an order to cease any cleanup efforts which may come at any time with or without cause. The Undersigned further agrees that the City has the right to rescind the approval if conditions of this permit and or applicable City Ordinances are not complied with.

Signature: _____

Print: _____

Date: _____



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Adopt-a-Street/Park Application Checklist

- Completed Application, including location map
- A group waiver and release of liability listing incorporated entity, nonprofit organization, group members, including identifying three lead contacts
- Property owner/tenant support (for streets only)
- City of Buffalo Permit Hold Harmless Agreement
- Accord form insurance certificate with the "City of Buffalo" listed as certificate holder and as additional insured. The location must also be listed in the comments section.
- Description of activities to be completed by the group on the property

INTERNAL USE ONLY

- APPROVED WITH STANDARD CONDITIONS***
- APPROVED WITH SPECIAL CONDITIONS***
 - Seasonal Restrictions: _____
 - Special Inspection Required: _____
 - Other: _____
- DISAPPROVED***
 - Complete Application Not Provided within a timely manner
 - Application is not consistent with City Ordinances and or Standards
 - Other: _____

*****After review by DPW, the recommendation shall be sent to Common Council to begin the Public Hearing and Notice Process. DPW has 60 days to review and submit to Common Council upon receipt of an application.**

City of Buffalo Official

Signature: _____

Print: _____

Date: _____

**HOLD HARMLESS AGREEMENT
FOR CITY OF BUFFALO, BUFFALO CITY PARKS OR ENGINEERING,
ADOPT A STREET OR PARK PERMITS**

By accepting a CITY OF BUFFALO, BUFFALO CITY PARKS OR ENGINEERING, ADOPT A STREET OR PARK PERMIT, the undersigned PERMIT HOLDER hereby agrees to defend, indemnify and hold harmless the CITY OF BUFFALO, its officers, and employees, against any and all claims, lawsuits, causes of action, judgments, or other liability, arising from injury to person or property, sustained by any person, association, partnership, corporation, or other entity, arising directly or indirectly from the acts or neglect of the PERMIT HOLDER, its officers, agents, employees, or members, participants, guests, invitees, or persons under the control of the PERMIT HOLDER.

In furtherance of the foregoing indemnification, the PERMIT HOLDER also hereby agrees to provide evidence (in the form of an ACORD certificate of liability insurance) of an insurance policy of general liability insurance and agrees to maintain said general liability insurance policy in force during the life of the permitted event. Said policy of insurance will protect against liability arising from all matters in connection with the permitted event and or in any way relating to PERMIT HOLDER'S activities in connection therewith. Said policy of general liability insurance coverage will be in the sum of at least \$1,000,000 per occurrence (or higher amount at the discretion of the City permitting office).

The City of Buffalo shall be named as certificate holder and shall also be named as an additional insured under the general liability insurance coverage (with the permitted event being set forth or described in the description of operations box of the certificate of insurance). In the event the permitted event is to be held in a City Olmsted Park, the City may require that Buffalo Olmsted Park Conservancy be also added as an additional insured and as an indemnitee.

At its own expense, the PERMIT HOLDER shall defend any and all causes of action, lawsuits or claims brought against the CITY OF BUFFALO, its officers or employees.

Name of Permit Holder

Name of Signer

Title (If Holder is not an individual)

Mailing address (city, state, zip)

Telephone number

Signature

Date