

City of Charleston

ADOPT-A-STREET PROGRAM APPLICATION

Individuals must have reached their 12th birthday to participate in this program

Submit application via email to brent.webster@cityofcharleston.org

Call 304-348-6850 if you have questions concerning the program or this application

ORGANIZATION NAME	DAY TELEPHONE	EVENING TELEPHONE
CONTACT PERSON		EMAIL
MAILING ADDRESS		
CITY	STATE	ZIP
		FAX

DESCRIPTION OF ADOPTED STREET

STREET NAME (DESCRIBE AREA IF STREET DOES NOT HAVE TRADITIONAL OR IDENTIFIABLE BLOCKS)
STARTING POINT
ENDING POINT
TOTAL NUMBER OF BLOCKS ADOPTED – MINIMUM OF SIX (6)

NUMBER OF PARTICIPANTS _____ AGES <input checked="" type="checkbox"/> AS MANY AS APPLY) _____ 12 - 21 _____ 22 - 35 _____ 36 - 55 _____ 56 - 65 _____ 66 & OVER

THE ORGANIZATION, BUSINESS, FAMILY OR INDIVIDUAL NAMED ABOVE HAS READ AND AGREES TO ABIDE BY THE ADOPT-A-STREET RULES AND REGULATIONS PRINTED WITH THE PROGRAM AGREEMENT.	
SIGNATURE OF RERESENTATIVE	DATE

It is the policy of the City of Charleston, West Virginia not to do business, enter contractual agreements or in any way encourage participation in its programs by entities which advocate or participate in discriminatory practice.

CITY OF CHARLESTON ADOPT-A-STREET PROGRAM AGREEMENT

All members of the adopting organization, business or individual, hereafter called adopter, who participate in this program, shall have reached their 12th birthday. All members who have not reached their 18th birthday shall be closely supervised and have parental consent to participate in this program.

Each participant in this program agrees to watch the "Adopt-A-Street Safety Training " DVD provided by the WV Department of Transportation before the first cleanup takes place. The Adopter shall hold its own safety meeting with its membership immediately before all additional cleanups.

The Adopter shall clean and maintain the adopted street with its own membership and shall not contract the cleanup out to anyone who is not a member of the adopting organization, business or the Individual her/himself.

The Adopter shall adopt a section of street that is a minimum of six (6) blocks in length or a relatively equivalent length if the street does not have traditional or identifiable blocks.

This contract shall be in effect for two (2) years and shall be renewable when it expires, if all parties agree.

The Adopter shall pick up litter a minimum of three (3) times a year. The first cleanup shall be within 90 days of the beginning date of the contract. There shall be at least 30 days between each cleanup. Failure to perform at least five (5) clean ups in a two (2) year period will be cause for termination and the adopted street shall be eligible for adoption by another adopter.

The Adopter shall obtain required supplies from the Public Works Department during normal working hours and shall notify the county office three to five days before the date of the cleanup.

The Adopter shall wear safety vests provided by the City at all times when picking up litter on adopted routes. The City will also furnish litter picks, garbage bags, traffic control signs and gloves.

The Adopter furthermore agrees to properly use "traffic control signs" provided by the City at all times when picking up litter. Failure to use traffic control signs is cause for termination of this contract.

The Adopter shall place filled trash bags at locations designated by the City and agrees to notify the Public Works Department on the morning of the first working day immediately following the clean-up. The City will collect and dispose of bagged litter on the next work day following the cleanup.

If in the judgment of the Director of the Public Works Department, it is found that the Adopter is not complying with the terms and conditions of this agreement, upon 30 days notice, may terminate this agreement and remove Adopt-A-Street signs from the street.

The Adopter shall indemnify and save harmless the City, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damage received or sustained by any person, persons or property because of the operations of the Adopter pursuant to this contract.

By the signature of the duly authorized representative of the Adopting Organization or Business or the signature of the Adopting Individual on the yellow highlighted section on the front page of this contract the Adoptee agrees to abide by the terms and conditions of this contract.

ACCEPTED BY:

CITY OF CHARLESTON

Signed: _____

Title: _____

Date: _____

ADOPTER:

Signed: _____

Title: _____

Date: _____

Bill No. _____

Introduced in Council:

Adopted by Council:

January 19, 2021

Introduced by:

Referred to:

Joseph Jenkins; John Kennedy Bailey

Environmental & Recycling

1 **Bill No. _____** - A BILL to amend the Municipal Code of the City of Charleston, by adding
2 thereto new sections, designated Sections 102-331, 102-332, and 102-333 within a newly
3 created Article IX, Chapter 102 of said Code, relating to establishing the Charleston
4 Adopt-A-Street Program.

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6 *WHEREAS*, the West Virginia Legislature recently adopted SB 225 during the 2020
7 Regular Session that empowers municipalities to enact Adopt-A-Street programs, W. Va.
8 Code § 8-12-20; and

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10 *WHEREAS*, the City of Charleston recognizes the success of the state Adopt-A-Highway
11 program in West Virginia where 25,000 volunteers regularly pick up litter on 4000 miles
12 of highway and have been responsible for the removal of 40 million pounds of litter since
13 the state program began; and

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15 *WHEREAS*, the City of Charleston recognizes the commitment of many of its citizens,
16 organizations and businesses to the improvement of the quality of the City's environment
17 through the elimination of litter; and

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19 *WHEREAS*, the City of Charleston and the state has received inquiries from the public
20 about adopting streets maintained by the City; and

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22 *WHEREAS*, the City of Charleston wants to formally recognize the community's
23 commitment, respond to the public's desire for such a program, and to further encourage
24 the public to participate in the shared commitment to a clean and litter free environment;
25 and

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27 *WHEREAS*, the City of Charleston finds it in the best interests of the public and the quality
28 of the City's environment to establish the Charleston Adopt-A-Street Program.

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30 **Now, therefore, be it ordained by the Council of the City of Charleston:**

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32 That the Municipal Code of the City of Charleston, as amended, be amended by adding
33 thereto new sections, designated Sections 102-331, 102-332, and 102-333, within a
34 newly created Article IX, Chapter 102 of said Code, all to read as follows:

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36 **ARTICLE IX. – CHARLESTON ADOPT-A-STREET PROGRAM.**

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38 **Sec. 102-331 – General.**

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40 (a) There is hereby created the Charleston Adopt-A-Street Program. The program
41 will be administered by the Director of Public Works, in consultation with the
42 City of Charleston Traffic Engineer. The director is encouraged to coordinate
43 with the state Adopt-A-Highway program and its administrators, the West
44 Virginia Department of Environmental Protection and West Virginia Division of
45 Highways, and other state or federal agencies, to seek any and all available
46 assistance and grant funding for the program.

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48 **Sec. 102-332 – Eligible Streets.**

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50 (a) Any street maintained by the City of Charleston is eligible for adoption,
51 including, without limitation, alleys, dirt roads and streets off the beaten path as
52 well as major streets; *provided, however,* the following are not eligible for
53 adoption:
54 (1) Interstates, interstate exchanges and interstate on/entrance ramps and
55 off/exit ramps; and
56 (2) Streets deemed unsafe.
57 (b) Adopted streets must be at least six blocks long or a relatively equivalent length
58 if the street does not have traditional or identifiable blocks. The overall length
59 of an adopted street should take into account the reasonable beginning and
60 end of the eligible street and the reasonableness of dividing an eligible street
61 into adoptable sections to maximize adoption and minimize the orphaning of
62 sections, parts or blocks of a street.
63 (c) Adopters may select a street for adoption or request the director to suggest an
64 adoptable street. The director, in consultation with the traffic engineer, shall
65 approve the streets to be adopted, taking into consideration the requirements
66 herein and the safety of the volunteers and the traveling public.

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68 **Sec. 102-333 – Program Participation.**

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70 (a) Individuals, families, churches, businesses, schools, civic organizations,
71 government agencies, scouting groups, fraternities, sororities, and
72 communities may participate in the Charleston Adopt-A-Street Program.
73 (b) The director shall implement an application process for the program. An
74 adopter is expected to commit to three cleanups per year for at least two years.
75 Those that complete the six required cleanups in the two-year contract period
76 are awarded a certificate of accomplishment signed by the mayor. An adopter
77 may continue with their adoption of the street as long as they perform three
78 cleanups per year. If an adopter fails to perform at least five cleanups in a two-
79 year period, the adopted street shall be eligible for adoption by another adopter.
80 (c) Each cleanup shall be at least 30 days apart. The director shall set forth
81 requirements for scheduling cleanups and for the submission of cleanup

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reports.

- (d) The City shall provide volunteers garbage bags, gloves, safety vests, safety training similar to or the same as that required by the state, and traffic warning signs; and such other items that may be provided at the discretion of the director.
- (e) The safety of the volunteers participating in an adoption is of the utmost importance. Therefore:
 - (1) Volunteers shall be at least 12 years old;
 - (2) Volunteers shall wear safety vests provided by the City during the cleanup at all times;
 - (3) Adopters shall post traffic warning signs provided by the City during the cleanup; and
 - (4) Adopters and their volunteers shall adhere to any other requirements of the director.
- (f) As volunteers pick up litter, bags that have been filled shall be placed on street sides for removal and disposal by the City. Recycling of items found during a cleanup is encouraged.
- (g) Adopters must clean adopted streets with their own volunteers and may not subcontract the work.
- (h) The director, in consultation with the traffic engineer, shall erect a sign at each end of the adopted street bearing the Adopt-A-Street logo and the name of the adopter after two cleanups have been reported.

Secs. 102-334—102-340 - Reserved.