



City of Jefferson Adopt-A-Street & Adopt-A-Spot Program Guidelines



Program Overview

The City of Jefferson's Adopt-A-Street & Adopt-A-Spot programs involve volunteers across the city working together to clean up and beautify Jefferson City by adopting sections of City right-of-ways on streets, roundabouts, and islands. Currently, more than 13 groups and 130 volunteers in the program are focused on making roadsides cleaner and more attractive for our residents and visitors. Almost 10 miles of roadway have been adopted.

Adopters have the option(s) of performing the following activities: litter pick-up, mowing, planting, pruning, weed eating, or other activities as approved by the city.

Adopter groups include commercial and private enterprises, civic and non-profit organizations, families and individuals.

Adopters must:

- If adopting a street; adopt at least 1/2 mile of City street right-of-way
- Perform approved activities at least four times a year;
- Submit an activity report within five (5) business days of completing the activity;
- Ensure all participants follow all safety procedures and watch the safety video provided at <http://www.modot.mo.gov/services/community/adoptahighway.htm>;
- Provide their own bags, gloves, and reflective attire;
- Sign a three-year agreement.

City Will:

- Remove and dispose of filled trash bags from the adopted section upon notification of completed pick-ups;
- Install and maintain signs, if desired by the adopter, at both ends of the adopted section or 1 sign for any spot(s) adopted;
- Some areas may have different requirements than others, the city will have final approval over all sections/spots to be adopted and their respective plans.

How to Participate in the Adopt-A-Street/Adopt-A-Spot Program

Submit a completed application by mail or email to:

City of Jefferson, Department of Planning & Protective Services
ATTN: Lauren Henry, Neighborhood Services Specialist
320 E. McCarty Street, Jefferson City, MO 65101
lahenry@jeffcitymo.org

For any questions, please contact Lauren Henry at 573.634.6410.

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.



City of Jefferson Adopt-A-Street & Adopt-A-Spot Application



Group Information:

Name of Organization: _____

Type of Organization: Civic Group Commercial/Private Enterprise School Nonprofit Individuals
Other (please specify): _____

Estimated Number of Participants: _____ Under 13 years of age: _____

Contact Person:

Name & Title: _____

Address: _____

City/State/Zip: _____

Email: _____ Phone: _____

Name to Appear on Sign:

(one letter per square, names are limited to the space provided below; addresses, phone numbers or slogans are prohibited.)

Type of Adoption (please circle one):

Adopt-A-Street

Adopt-A-Spot

All applications must be accompanied by either a completed “Adopt-A-Street Work Plan” or
“Adopt-A-Spot Work Plan”.

By signing this application, the adopter certifies to have read and understand the Program Guidelines.

Signature of Adopter

Date

Submit completed applications to Lauren Henry, Neighborhood Services Specialist by email: lahenry@jeffcitymo.org or by mail: City of Jefferson, Department of Planning & Protective Services, ATTN: Lauren Henry, 320 E. McCarty Street, Jefferson City, MO 65101

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Adopt-A-Street Work Plan



Street(s) to be adopted: _____

From: _____ to _____

Estimated Distance: _____

Section 1

Please describe the adopter activities to be performed on the street adopted. These activities can include litter pick up, mowing, weed eating, etc. Please include how often the activities will take place.

Does the section of street include a roundabout that you would like to include as part of the adopted street (s)?

Yes No

If yes, please complete Section 2 below.

Section 2

Please describe the work plan for the roundabout to be adopted (if applicable). Include a scaled planting plan which denote the type of plants and the location where they are to be placed, maintenance schedule of mowing, pruning, and replanting, and all other proposed work. Attach an additional sheet if necessary.

City Use Only:			
Public Works Review		Planning & Protective Services Review	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
_____ Signature	_____ Date	_____ Signature	_____ Date
If denied, City staff will make every effort to work with the adopter to create a work plan that is agreeable and reasonable to both parties.			

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