

**CITY OF TROTWOOD
APPLICATION FOR ADOPT-A-ROADWAY PROGRAM**

The City of Trotwood will work with the adopting group to determine the specific section of roadway to be adopted. Certain roadways will not be considered adoptable due to their hazardous nature or other constraints. Please print all information below.

Name of Organization

Date of Application

Organization Mailing Address

City & Zip Code

Phone Number Day () Night ()

President, Chairperson, etc.

Mailing Address of President, Chairperson, etc.

City & Zip Code

Phone Number Day () Night ()

Contact Person

Mailing Address of Contact Person

City & Zip Code

Phone Number Day () Night ()

Approximate number of people that will participate in each clean up: _____

Highway section(s) that you are interested in adopting (in order of preference):

1. _____
2. _____
3. _____

Mail or Fax this form to:

Terry M. Lodge
Director of Parks & Recreation
CITY OF TROTWOOD
3035 Olive Road
Trotwood, OH 45426
FAX: 937-854-0574

Although liability insurance is not a requirement of this program, it is suggested that each participating group have insurance protection.

FOR OFFICE USE ONLY

Parks & Recreation Director: _____

Date: _____

Public Works Director: _____

Date: _____

**ADOPT-A-ROADWAY PERMIT
ADOPTION TERMS AND CONDITIONS**

The City of Trotwood, hereinafter called the "City", and the volunteer Group named:

Hereinafter called the "Group", recognized the need and the desirability of litter-free roadways and this permit is being issued to allow the Group to contribute toward the effort of maintaining litter-free highways.

By signature, the Group acknowledges the potentially hazardous nature of the work to be performed and agrees to the following terms and conditions:

- a. Groups may not hire, pay or contract with another group or professional company to perform the work along the designated adopted section.
- b. Groups may partner with another group, but may not pay that group to perform the pick up.
- c. Employees to businesses or commercial establishments may sign up as volunteers but shall not be "paid" to perform the litter pick up.
- d. Handicapped Groups should use extra precautions while working in the right-of-way. The Group will have to determine what type of precaution will be necessary.
- e. All group members shall receive safety training, and sign and initial a release, waiver and indemnification agreement before they are permitted to participate in a litter pick up.
- f. No parking of any vehicle shall be permitted on the roadway portion of state routes, freeways, expressways or throughways. Routes mean, "The portion of roadway improved, designed or ordinarily used for vehicular traffic, except the berm of shoulders." (ORC 4511.01)
- g. All vehicles shall be parked beyond the shoulder. Traffic control devices shall conform to plate C-11 in the Manual for Traffic Control for Construction and Maintenance Operations. All persons involved shall be dressed with a bright green vest or garment that meets or exceeds ODOT standards. Permittee's operations shall in no way restrict or interfere with the safe and convenient use of the roadway by the traveling public. (Signs and vest will be available from the City).
- h. Any Group containing personnel under 18 years of age must have adequate adult supervision. A minimum ratio of one adult for each four persons under 18 years of age is required. Persons under 12 years of age are prohibited. Written parental consent shall be required for each person under 18 and a copy of the consent shall be included with the permit request.
- i. Work shall be restricted from one hour after sunrise to one hour before sunset. No work shall be performed under conditions of restricted visibility (fog, snow, rain, etc.)
- j. Each group shall conduct a tail-gate safety review before beginning each litter pick up.
- k. Groups shall pick up litter on one side of the roadway at a time.
- l. Groups shall pick up litter a minimum of four (4) times a year.
- m. Groups shall be required to pick up litter when the appearance of the adopted section is objectionable.

**ADOPT-A-ROADWAY
SAFETY INFORMATION
SAFETY TIPS**

- ✚ **DO** carpool to the pick up site to reduce the number of vehicles at the roadside. Park as far from the pavement edge as possible.
- ✚ **DO** wear light-colored protective clothing as well as safety vest, work gloves, and sturdy shoes.
- ✚ **DO** work only in daylight and fair weather.
- ✚ **DO** be alert for snakes, harmful weeds, and dangerous substances. Avoid them.
- ✚ **DO** post safety signs to let motorists know you are working.
- ✚ **DO** consider yourself a good citizen and an asset to your community.
- ✚ **DO NOT** work on the roadway close to the roadway's edge or the median strip.
- ✚ **DO NOT** bring small children.
- ✚ **DO NOT** pick up litter at construction sites, in tunnels, or on bridges and overpasses.
- ✚ **DO NOT** deal with material that appears hazardous.
- ✚ **DO NOT** work during peak travel times.
- ✚ **DO NOT** distract drivers.

PLEASE FOLLOW THESE TIPS TO MAKE YOUR ADOPT-A-ROADWAY WORK SAFE!