

ADOPT-A-HIGHWAY  
APPLICATION AND INFORMATION PACKET



Yuma County  
Department of Public Works

Revised May, 2018

## **ADOPT-A-HIGHWAY GENERAL INFORMATION**

### **PURPOSE:**

The Adopt-A-Highway program enables community and civic organizations, as well as private businesses and individuals, to actively participate in enhancing the overall appearance of Yuma County highways and streets. Volunteers adopt one-mile segments of a highway, major/minor arterials or collector streets and agree to remove trash/debris a minimum of two times per year for at least a two-year period.

### **WHO CAN ADOPT A HIGHWAY?**

A Yuma County resident, 18 years of age or older, who is willing to accept the responsibilities associated with the program and has the enthusiasm and dedication to make Yuma County a better place to live can adopt a highway. Examples include: individuals, businesses, community and civic organizations, neighborhood associations, and church groups.

### **WHAT STREETS CAN BE ADOPTED?**

Only County highways, arterials and collector streets are considered and can be adopted in one-mile segments. Prior to completing the application and waiver form, the applicant must communicate with the Adopt-A-Highway coordinator (928-341-2500) to determine which street segments are available. This information is entered on the application and waiver form.

### **WHAT IS REQUIRED OF VOLUNTEERS?**

Volunteers commit to remove trash/debris along both sides of the adopted highway or street for a two year period. A minimum of two clean-ups per year are required (at least one every six months). Each person will be required to furnish and wear a safety vest and/or brightly colored clothing. Minors under the age of 18 must be accompanied by a parent or a responsible adult. Following each clean-up event, the contact person must notify the Adopt-A-Highway coordinator as to the date and location of the clean-up and if trash pick-up is required. If semi-annual clean-ups are not performed, the Adopt-A-Highway signs will be removed and that highway or street segment will be made available for others. Volunteers are encouraged to monitor conditions on their adopted highway or street and report any problems to the Adopt-A-Highway coordinator.

### **WHEN CAN CLEAN-UPS OCCUR?**

Clean-ups can occur during daylight hours only. A minimum of two clean-ups per year are required (at least one every six months).

## **WHERE CAN CLEAN-UPS OCCUR?**

Clean-ups occur along both sides of the adopted highway or street. No work will be permitted in the street or median islands. Sidewalks and traffic lanes are to be kept open and unobstructed at all times.

## **WHAT HAPPENS WITH THE CONTAINED TRASH?**

Volunteers will collect trash/debris and are encouraged to separate out recyclable items. Contained trash not removed by volunteers will be picked up by the County. Place the contained bags and/or larger items in piles behind the sidewalk or, if no sidewalk exists, at back of curb or shoulder, and notify the Adopt-A-Highway coordinator to schedule pick-up and the location of trash.

## **WHAT WILL THE COUNTY PROVIDE?**

In recognition of the trash/debris removal efforts, the County will fabricate and install signs crediting participants for their commitment to the program and community. The signs will be located at the beginning and end of the adopted highway or street segment. Signs will be installed after the first clean-up event has been held and will remain in place for the designated adoption period of two years. The County will provide trash bags upon request. Please contact the Adopt-A-Highway coordinator at 928-341-2500, email: [adoptahighway@yumacountyaz.gov](mailto:adoptahighway@yumacountyaz.gov) for further information. After the clean-up, the County will pick up the contained trash if needed.

## **WHAT LANGUAGE CAN BE PUT ON THE ADOPT-A-HIGHWAY SIGN?**

There are four options for the language on the Adopt-A-Highway sign:

- Option 1: The name of the entity.
- Option 2: The name of an individual.
- Option 3: The phrase "Friends of ... (name)".
- Option 4: The phrase "Family of ... (name)".
- Option 5: The phrase "In Memory Of ... (name)".

Only three lines of text are permitted with a maximum of sixteen characters per line.

## **WHAT HAPPENS AFTER THE TWO YEAR COMMITMENT?**

The agreement is in effect for a period of two years from the date the Adopt-A-Highway application and wavier is approved. At the end of this period, participants may renew their adoption status by submitting another application and waiver form. If a new form is not submitted and approved, the signs will be removed and that highway or street segment will be made available for others.

## **ADOPT-A-HIGHWAY PROCESS**

1. Contact the Adopt-A-Highway coordinator (928-341-2500) to confirm that the desired highway or street segment is available for adoption. If unavailable, other locations will be offered. This must be done **prior** to completing the application and waiver form. The assigned location is entered on the application and waiver form.

In addition, have the Adopt-A-Highway coordinator review the proposed language for the sign. This must also be done **prior** to completing the application and waiver form. The approved language for the Adopt-A-Highway sign is entered on the application and waiver form.

2. Complete the application and waiver form and mail or email to:

**Yuma County  
Department of Public Works  
Attn: Adopt-A-Highway Coordinator  
4343 S Ave 5 ½ E  
Yuma, AZ 85365  
adoptahighway@yumacountyaz.gov**

3. Once the application is approved, the first clean-up can be scheduled. Signs will be installed after the first clean-up event has been held and will remain in place for the designated adoption period of two years.
4. Following each clean-up event, the contact person must notify the Adopt-A-Highway coordinator as to the date and location of the clean-up and if trash pick-up is required.

**This program operates at the County's discretion and may be discontinued at any time.**



# Yuma County Adopt-A-Highway Application & Waiver

Application Type:    New\_\_\_\_\_    Renewal\_\_\_\_\_

Entity Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_                      Email: \_\_\_\_\_

**REQUESTED LOCATION** (see application instructions)

Street Name: \_\_\_\_\_

From: \_\_\_\_\_                      To: \_\_\_\_\_

**REQUESTED LANGUAGE for ADOPT A HIGHWAY SIGN** (see application instructions)

Line 1: \_\_\_\_\_ (Maximum 16 characters)

Line 2: \_\_\_\_\_ (Maximum 16 characters)

Line 3: \_\_\_\_\_ (Maximum 16 characters)

(If renewal, sign will remain the same)

**TERMS and CONDITIONS:** Initial each line item (see application instructions)

- \_\_\_\_\_ Indemnify and hold harmless Yuma County from any claims of damages.
- \_\_\_\_\_ Each person will be required to furnish and wear a safety vest and/or brightly colored clothing.
- \_\_\_\_\_ Minors under the age of 18 must be accompanied by a parent or a responsible adult.
- \_\_\_\_\_ No work will be permitted in the street or median islands.
- \_\_\_\_\_ No work will be permitted beyond daylight hours.
- \_\_\_\_\_ Sidewalks and traffic lanes are to be kept open and unobstructed at all times.
- \_\_\_\_\_ A **minimum** of two clean-ups per year (at least one every six months) is required.
- \_\_\_\_\_ Contact must be made with Adopt-A-Highway coordinator after each clean-up.
- \_\_\_\_\_ A two year commitment is required. Agreement does not automatically renew.

I have reviewed this application and understand the Adopt-A-Highway Program requirements and agree to the terms and conditions of the program as stated.

Signature \_\_\_\_\_                      Date \_\_\_\_\_

<p>OFFICIAL USE ONLY:</p> <p>The adoption period will begin _____ and run through _____ By: _____</p>
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**ADOPT-A-HIGHWAY  
APPLICATION & WAIVER INSTRUCTIONS**

**REQUESTED LOCATION:**

Only highways, arterials and collector streets are considered and can be adopted in one-mile segments. Prior to completing this application, the applicant must communicate with the Adopt-A-Highway coordinator (928-341-2500) to determine which highway or street segments are available.

**REQUESTED LANGUAGE FOR ADOPT-A-HIGHWAY SIGN:**

There are four options for the language on the Adopt A Street sign:

- Option 1: The name of the entity.
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**TERMS AND CONDITIONS:**

Initial each line acknowledging you have read and agree with the terms and conditions.