



## City of Lowell Adopt an Island Program

### Guidelines

The City of Lowell's Adopt an Island Program provides opportunities for companies, civic groups, institutions and individuals to adopt a traffic island or other public space and create attractive, welcoming "oases" throughout the City. **The program provides two options as noted below for those interested in participating.**

For both options, the City of Lowell maintains a list of islands available for adoption and assigns spaces on a **first-come, first-served** basis with prior year participants given first right to "re-adopt" the same space. Agreements for both options will be for three years.

Contact Mike Demaras, Neighborhood Services Coordinator at (978) 674-4030 or [mdemaras@lowellma.gov](mailto:mdemaras@lowellma.gov) to review options, discuss ideas and submit an application.

#### **Option 1**

Option 1 provides Adopters the opportunity for hands-on beautification. This could range from basic mowing, weeding and litter control to more extensive efforts such as the planting of flowers. Once adopted, sponsors agree to create a simple landscape plan, monitor their public space and maintain it throughout the season as outlined below. Plantings need not be elaborate but should create an appealing natural element. Participants are encouraged to utilize high impact/low maintenance plants wherever possible.

Under Option 1, Adopters will:

- Identify a traffic island or roadside area from the list of available sites that they wish to enhance and consider the type of improvements they want to propose.
- Purchase the plants and install according to plan or contract with landscape company to do so.
- Install any plantings by the third week in May, maintain the bed until the first frost in October and clean up for overwintering.
- Utilize only natural materials; plastic, silk or other imitation plants, flowers or materials **will be removed**.
- Check for watering, litter removal and plant replacement as needed.
- Maintenance includes mowing, trash removal, weeding, watering, spreading of mulch where applicable and revitalizing and replenishing throughout the season.
- Where they might interfere with traffic safety, plants cannot exceed 24 inches in height or spread onto the roadway as they grow, or in any way obscure the visibility of passing drivers or pedestrians.

In return the City of Lowell will:

- Provide and install an "Adopt and Island" sign recognizing the Adopter's efforts (**no other signs or signage will be allowed on an island or close cluster of islands**).
- Provide loam and mulch at the Public Works Department for pickup by Adopters. Adopters must show certificate of program participation at time of pickup.
- Provide pickup of yard waste bags for end of season cleanup.

## **Option 2**

Option 2 provides Adopters who are unable to commit to maintaining an island with the opportunity to contribute to the beautification of the City's neighborhoods by contributing to the Adopt an Island Fund.

Under Option 2 Adopters will:

- Pay a yearly fee of \$250, \$500 or \$1,000 depending on the size of the island.

In return the City will:

- Maintain the site by regular mowing, litter removal and tree and shrub maintenance as needed.
- Provide and install an "Adopt and Island" sign recognizing the Adopter's support (**no other signs or signage will be allowed on an island or close cluster of islands**).



**City of Lowell  
Adopt an Island Program**

**Option 1 Application Form**

Date: Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Project Point Person (if different from above)  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please use the space provided below to identify which island you would like to adopt and why. If you do not know the name of the island, please write its address or location.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What enhancements do you propose to make to this island?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will the work be done by you or contracted out to private landscape company?

\_\_\_\_\_

If contracted out, please provide name of company.

\_\_\_\_\_

What would you like to be written on the Adopt-an-Island sign?

\_\_\_\_\_  
\_\_\_\_\_

Please attach plan if applicable and fill out Agreement on reverse side and mail to:

Mike Demaras, Neighborhood Services Coordinator  
City Manager's Office, City Hall  
375 Merrimack Street, Room 43  
Lowell, MA 01852



**City of Lowell  
Adopt an Island Program**

**Option 2 Application Form**

Date: Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Fees for adopting an island under Option 2 are \$250, \$500 and \$1,000 depending on the size of the island.

Please review the listing of available islands and fees and use the space provided below to identify which island you would like to adopt and its fee.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What would you like written on the Adopt-an-Island sign?

\_\_\_\_\_  
\_\_\_\_\_

Please also fill out agreement on riverside side and mail your check, payable to City of Lowell, along with this form to:

Mike Demaras, Neighborhood Services Coordinator  
City Manager's Office, City Hall  
375 Merrimack Street, Room 43  
Lowell, MA 01852



**City of Lowell  
Adopt an Island Program**

**Option 1 Agreement**

This document serves as an agreement between \_\_\_\_\_ and  
the City of Lowell.

I, \_\_\_\_\_ agree to maintain the traffic island located at  
\_\_\_\_\_ for three (3) years or until I am no longer able to  
perform this duty. If I am unable to continue my duties as an Island Adopter, I will notify the  
City Manager’s Office.

I further agree that the island will be maintained aesthetically and in accordance with all known  
safety regulations. In exchange for this service, the City of Lowell agrees to provide:

- An “Adopt and Island” sign recognizing my efforts
- Mulch for pickup by Adopters at the Department of Public Works, 1365 Middlesex Street. **Adopters must show certificate of program participation at time of pickup.**
- Pickup of yard waste bags for end of season cleanup

I understand that I will be given first option to re-adopt this island. I further understand that  
failure to properly maintain the above mentioned traffic island as agreed will result in my  
forfeiture of the island and removal of any sign bearing my name or the name of my business or  
organization.

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

**Mulch Pickup Record**

**Date**

**Reason (initial cover; refresher)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**City of Lowell  
Adopt an Island Program**

**Option 2 Agreement**

This document serves as an agreement between \_\_\_\_\_ and the City of Lowell.

I, \_\_\_\_\_ agree to participate in the Adopt an Island Program by adopting the traffic island located at \_\_\_\_\_ for three (3) years. I agree to provide an annual contribution of \$\_\_\_\_\_ to do so.

In exchange for this service, the City of Lowell agrees to provide a sign bearing my or my organization's name, and to maintain the island by regular mowing, trash removal and tree and shrub maintenance as needed.

I understand that I will be given first option to re-adopt this island and billed annually for participation. Should I decide not to continue as agreed I will forfeit my island and the City will remove any sign bearing my name or the name of my business or organization.

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



## City of Lowell Adopt an Island Program

### Mulch Pickup Protocol

The Adopt an Island Program provides mulch for **Option 1 Adopters** who plant and maintain their island in accordance with their agreement.

Adopters must pick up whatever mulch they need at the Public Works Department, 1365 Middlesex Street.

Access to mulch will be provided as follows:

1. Adopters must present their Agreement to staff at each facility
2. Staff will keep a record of Adopter's name and date of pickup and note pickup date on Adopter's agreement
3. Adopters will be directed to the store pile of mulch and will fill bags, barrels or back of pickup with mulch adequate for their island's needs
4. No vehicles larger than a pickup will be allowed to take on mulch