



## City of Camden Department of Public Works

### ***Adopt-A-Lot Guidelines***

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*THE ADOPT-A-LOT PROGRAM WAS ESTABLISHED TO PROVIDE RESIDENTS WITH AN OPPORTUNITY TO VOLUNTARILY MAINTAIN & BEAUTIFY VACANT LOTS IN THEIR NEIGHBORHOOD.*

#### **WHEN APPLYING TO ADOPT A CITY-OWNED LOT, PLEASE NOTE THE FOLLOWING:**

- ONLY CITY-OWNED LOTS ARE ELIGIBLE FOR ADOPTION. PRIVATELY OWNED PROPERTY CANNOT BE CONSIDERED.
- ADOPTED LOTS REMAIN UNDER THE OWNERSHIP OF THE CITY OF CAMDEN. The Adopter is granted the privilege of usage of the lot.
- In order to apply, the applicant must be a City resident with property ownership in good standing. Tenants wishing to apply, should request their landlord submit the application on their behalf.
- The Adopter pledges to maintain the lot, and is permitted the opportunity keep the lot clean, or to plant a floral or vegetable garden.
- Adopt-A-Lots approvals are granted for 3 years. Upon the 3-year expiration, applicants will be required to renew their interest in the adopted property.
- Adopters will be required to enter into a hold-harmless agreement with the City of Camden, releasing the City of any liability that may arise from the maintenance of the lot.
- The Adopter is granted the privilege; there is no transfer of the privilege to other individuals.
- Periodic inspections will be performed by the Department of Public Works to verify compliance with regulations. Adopted lots found to be in noncompliance will result in the revocation of the Adopters privilege.

#### **PROHIBITED USE OF ADOPTED LOT**

- Parking of ANY type of vehicle is strictly prohibited.
- Installation of ANY type of permanent structure is prohibited.
- Tree planting is prohibited.
- Pets/animals are not permitted to be housed or roam free on the lot.
- Storage of large piles of compost is prohibited.
- NO private business of any type is to be conducted on the adopted City-owned property.
- NO religious events are permitted to be hosted on the lot.
- NO parties/gatherings are permitted to be hosted on the lot.
- Consumption of alcoholic beverages on the adopted City-owned property is prohibited.
- No rent, lease, subletting of the lot is permitted.
- Removal of any signage installed by the City of Camden is prohibited.

#### **FENCING GUIDELINES**

- Temporary Fencing is permitted at the expense of the Adopter.
- Fencing must be 4 feet or less in height – no permanent poles are permitted (no cement in ground).



## ADOPT-A-LOT PROGRAM APPLICATION

APPLICATION DATE: \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT(S) \_\_\_\_\_

NAME OF STREET/LOCATION OF LOT(S): \_\_\_\_\_

NAME OF PROPERTY OWNER/APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ MOBILE # \_\_\_\_\_

SELECT ONE: OWNER OCCUPIED

RENTAL UNIT

TENANT NAME (IF APPLICABLE): \_\_\_\_\_

LOT(S) WILL BE USED FOR (SELECT ONE): VEGETABLE/FLORAL GARDEN

REGULAR CLEANING/CUTTING

BY SIGNING THIS APPLICATION, I ATTEST I HAVE READ AND UNDERSTAND THE GUIDELINES LISTED ABOVE.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

**COMPLETED APPLICATION CAN BE RETURNED VIA MAIL /EMAIL/ FAX/ DROP OFF TO:**

**CITY OF CAMDEN  
DEPARTMENT OF PUBLIC WORKS  
101 NEWTON AVENUE  
CAMDEN, NJ 08103**

**ATTN: KEITH WALKER, DIRECTOR  
EMAIL: PUBLICWORKS@CI.CAMDEN.NJ.US  
FAX: (856)757-7143**

*For any questions regarding the Adopt-A-Lot Application, please contact the Department of Public Works Administration Office at (856) 757-7139.*

### **FOR OFFICE USE ONLY**

BLOCK # \_\_\_\_\_ LOT # \_\_\_\_\_ TAXES: UP-TO-DATE \_\_\_\_ ARREARS \_\_\_\_

LEGAL ADDRESS: \_\_\_\_\_

DPW APPROVAL / DENIAL \_\_\_\_\_

CITY COUNCIL MEETING \_\_\_\_\_