



CITY OF PETERSBURG

103 W. Tabb St. Petersburg, VA
Phone (804) 733-2343 FAX (804) 732-2030 www.petersburgva.gov

ADOPT A PLANTER PROGRAM

The City of Petersburg encourages businesses to consider adopting a planter in the Downtown area. By working together, we can greatly enhance the City's appearance for businesses, residents and visitors.

Answers to the most frequently asked questions about the program are listed below. Please contact the City of Petersburg Public Works at (804) 733-2343 for additional information.

What Is The Purpose of the Program?

The Adopt a Planter Program was established to enhance the appearance of Downtown Petersburg.

Who Can Adopt a Planter?

Downtown businesses are encouraged to adopt the planters.

What is the Sponsor's Responsibility?

It is the responsibility of the sponsor to care for the adopted planter, including the purchase and placement of plants, weeding, fertilizing, mulching, and watering as necessary. The sponsor is also responsible for the removal of litter and garbage around the planter.

What is the Adoption Term Commitment?

The sponsorship agreement is for a 24-month period, which may be extended if the City of Petersburg determines the appearance of the planter has improved the quality of the environment.

What Plants Should Be Placed in the Planter?

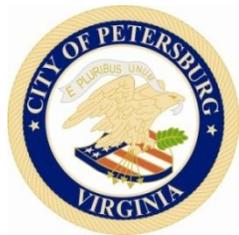
A list of 17 best suited plants is located in the Adopt a Planter packet. Any other types of plants need to be approved by the City.

Which Planters Are Available for Adoption?

Contact the Public Works for a complete list of available planters.

Are You Interested in Adopting a Planter?

Please contact the Public Works for additional information on the Adopt a Planter program, including a list of guidelines, suggested plant materials, and an application. All applications are subject to approval by the Director of Public Works and Utilities.



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ADOPT A PLANTER PROGRAM GUIDELINES

The City of Petersburg Adopt a Planter Program establishes a partnership between businesses and the City of Petersburg, by working together in the efforts to beautify, protect and improve the City's aesthetics.

SPONSOR DUTIES AND RESPONSIBILITIES

Through an adoption, Sponsors have the responsibility of purchasing, installing, and maintaining plant and landscaping materials in the planter as stipulated in the agreement between the Sponsor and the City of Petersburg according to the following guidelines:

1. Only Sponsors approved by the City may adopt a planter. Participants must have an approved application on file through the City of Petersburg. Businesses can adopt up to two (2) planters per business to be placed in front of their business. Each application is subject to an approval process; acceptance is not guaranteed.
2. Planter Sponsors will enter into an agreement with the City of Petersburg for a 24-month period. This period may be extended if the appearance of the planter has improved the quality of the environment as determined by the City. If the planter does not meet approval, the City reserves the right to terminate Planter Sponsorship and remove the planter.
3. Planter Sponsors commit to maintaining the planter so the contents are consistently attractive throughout all seasons of the year. Maintenance responsibilities include: weeding the adopted planter, cleaning up garbage and litter around the adopted planter, watering the planter weekly and more during extreme summer heat, and removing green waste such as leaves and weeds.
4. Planter Sponsors are responsible for providing adult supervision for participants who are seventeen (17) and under.
5. Planter Sponsors are responsible for ensuring all guidelines are followed in the maintenance of the planter.
6. If the Planter Sponsor makes any changes, such as address, telephone number, and/or contact person, it is his/her responsibility to notify the City of Petersburg, in a timely manner, with the updated information.

7. If the Planter Sponsor is no longer able to maintain the Planter, it is his/her responsibility to notify the Public Works Department, in a timely manner, with the updated information.

CITY OF PETERSBURG DUTIES AND RESPONSIBILITIES

1. The City of Petersburg shall be responsible for placing planters within City Right of Way in the Downtown Area after Sponsor agreements are executed.
2. The City of Petersburg shall be responsible for removing planters that are not being maintained by Sponsors in accordance with the Adopt a Planter Agreement.
3. The City of Petersburg shall be responsible for removing planters that have been severely damaged or vandalized, and when possible repair or replace the planter. Adopters will be notified by the City of Petersburg prior to removal that their planter will be removed.
4. The City of Petersburg will provide the “fill dirt” (not topsoil) for the planters.

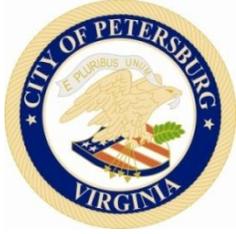
The safety of all Sponsors and Helpers working on planters is very important to all parties and it is highly recommended the safety precautions listed below be observed.

SAFETY

- Sponsors should have water and a safety kit available at all times.
- Participants should wear appropriate clothing, i.e., bright clothes and hard-soled shoes.
- Where possible, work should be performed from a minimum of two (2) feet from the pavement. Work is not to be performed from the road surface.
- Horseplay is strictly forbidden.
- Maintenance of planters should be performed only during daylight hours.
- The Planter Sponsor shall have a copy of all the information, telephone numbers and safety guidelines provided to all participants.

CITY CONTACT

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SUGGESTED PLANT MATERIALS

<u>FULL SUN</u>	<u>PARTIAL SUN</u>	<u>SHADY</u>	<u>FALL/WINTER</u>
Ageratum	Ageratum	Browallia	Pansies
Begonias	Begonias	Coleus	Violas
Coleus	Coleus	Impatiens	Ornamental Cabbage
Dusty Miller	Dusty Miller	Spikes	Cyclamen
Forget-Me-Nots	Forget-Me-Nots	Torenia	Snapdragon
Marigolds	Pansies		Ornamental Grasses
Pansies	Salvia		
Petunias	Spikes		
Rudbeckia	Sweet Allysum		
Salvia			
Snapdragons			
Spikes			
Sweet Allysum			
Zinnia			

*It is always a good idea to read the container tag or ask a nursery professional to make sure your selection is appropriate for your planting conditions.

