



## PUBLIC WORKS – ONE(1) YEAR LANDSCAPE MAINTENANCE AGREEMENT INSTRUCTIONS

PO Box 320, 22035 SE WAX RD – MAPLE VALLEY, WA 98038 – (425) 413-8800

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A. Please submit the following attached items:

1. The completed Information form
2. A Signed contract with a licensed Landscape firm to maintain all installed Landscape for one(1) year (must include materials and labor).
2. The completed Security Agreement, including all required signatures and notarizations; and,
3. The completed "License to Enter Property," including legal description of property, all required signatures and recording numbers.

B. To determine the amount of your administrative fees:

1. The City will also collect a Cash Deposit according to the following schedule:

<u>Cost of installed Landscaping</u>	<u>Amount of Cash Deposit</u>
Up to \$20,000	5% of the Security (minimum \$275)
\$20,001 - \$50,000	4% of the Security
\$50,001 - \$100,000	3% of the Security
\$100,001 and up	2.5% of the Security

The Cash Deposit will be used to cover the City's actual expense of administration and inspection and, if necessary, using the proceeds of the bond. The City shall subtract a minimum of \$275 from the cash deposit to cover normal expenses and will refund any remaining funds when the required work or improvements have been completed and approved.

***\* To protect your interests, please note that maintenance of improvements is the responsibility of the applicant for one(1) year, including damage by subcontractors or builders. If at the conclusion of the one(1) maintenance period all landscaping has been maintained to the Cities satisfaction, this agreement will be terminated.***

***\*\* Recording fees paid separately at time of recording with King County.***



# PUBLIC WORKS - ONE(1) YEAR LANDSCAPE MAINTENANCE INFORMATION SHEET

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## MUST Be Completed by Applicant

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

Development Permit Number \_\_\_\_\_ Other No. \_\_\_\_\_

Applicant \_\_\_\_\_

Contact Person \_\_\_\_\_

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

\_\_\_\_\_ City State ZIP

Telephone No. ( ) \_\_\_\_ - \_\_\_\_ Fax No. ( ) \_\_\_\_ - \_\_\_\_ Email: \_\_\_\_\_

Landscape Firm \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street

\_\_\_\_\_ City State ZIP

Telephone No. ( ) \_\_\_\_ - \_\_\_\_ Fax No. ( ) \_\_\_\_ - \_\_\_\_ Email: \_\_\_\_\_

Washington State License No: \_\_\_\_\_

### Official Use Only Below

Date Submitted \_\_\_\_\_ Release Date \_\_\_\_\_

Public Works Representative \_\_\_\_\_

Bond / Security No. \_\_\_\_\_

P.W. R.O.W. Permit No.: \_\_\_\_\_



# PUBLIC WORKS - ONE(1) YEAR LANDSCAPE MAINTENANCE AGREEMENT

1. THIS AGREEMENT is entered into between \_\_\_\_\_ hereafter referred to as the "applicant" and the CITY OF MAPLE VALLEY, hereafter referred to as the "City."
2. The applicant has agreed to maintain all public and private landscape improvements as approved by the City in accordance with the plans and specifications accompanying Development Permit No. \_\_\_\_\_ for a project known as \_\_\_\_\_ generally located at \_\_\_\_\_ and must perform this maintenance for a period of not less than one(1) year, until approved by the City of Maple Valley.
3. The applicant has entered into an agreement with a Licensed Landscaper to perform this work. See attachment "A".
4. The City hereby acknowledges receipt of a Cash Deposit of \$\_\_\_\_\_ to be used to administer this agreement. Any remaining funds shall be returned to the applicant.
5. This agreement shall be binding on the heirs, assigns, successors, administrators, and executors of the parties.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**(Sign with blue ink)**

*(Individuals Only)*  
 OWNER(S) OF REAL PROPERTY  
 (INCLUDING SPOUSE)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*(Partnerships Only)*  
 OWNER(S) OF REAL PROPERTY  
 \_\_\_\_\_  
 (Name of Partnership or Joint Venture)  
 \_\_\_\_\_  
 By General Partner  
 \_\_\_\_\_  
 By General Partner  
 \_\_\_\_\_  
 By General Partner  
 \_\_\_\_\_

*(Corporations Only)*  
 OWNER(S) OF REAL PROPERTY  
 \_\_\_\_\_  
 (Name of Corporation)  
 \_\_\_\_\_  
 By President  
 \_\_\_\_\_  
 By Secretary  
 \_\_\_\_\_

**(Sign with blue ink)**

*(Individuals Only)*

STATE OF WASHINGTON )  
 ) SS.  
County of King )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_

and \_\_\_\_\_ to me known to be the individual(s) described herein and who executed the Public Works Construction and Improvement Performance Bond, and acknowledged that \_\_\_\_\_ signed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes therein mentioned.

WITNESS my hand and official seal hereto affixed the day and year first above written.

\_\_\_\_\_  
Notary's Signature

\_\_\_\_\_  
Print Notary's Name  
Notary Public in and for the State of Washington, Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

*(Partnerships Only)*

STATE OF WASHINGTON )  
 ) SS.  
County of King )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_ a

nd \_\_\_\_\_ to me, known to be general partners of \_\_\_\_\_ the partnership that executed the Public Works Construction and Improvement Performance Bond, and acknowledged the said instrument to be the free and voluntary act and deed of each personally and of said partnership, for the uses and purposes therein set forth, and on oath stated that they were authorized to sign said instrument.

WITNESS my hand and official seal hereto affixed the day and year first above written.

\_\_\_\_\_  
Notary's Signature

\_\_\_\_\_  
Print Notary's Name  
Notary Public in and for the State of Washington, Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

*(Corporations Only)*

STATE OF WASHINGTON )  
 ) SS.  
County of King )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_ and \_\_\_\_\_

to me, known to be the President and Secretary, respectively, of \_\_\_\_\_,

the corporation that executed the Public Works Construction and Improvement Performance Bond, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth, and on oath stated that they were authorized to sign said instrument and that the seal affixed is the corporate seal of said corporation.

WITNESS my hand and official seal hereto affixed the day and year first above written.

\_\_\_\_\_  
Notary's Signature

\_\_\_\_\_  
Print Notary's Name  
Notary Public in and for the State of Washington, Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_