



DEPARTMENT OF  
PARKS AND RECREATION

## **LITTLE FREE LENDING LIBRARY GUIDELINES**

Provide plan of proposed Little Free Lending Library with dimensions.

Provide site plan, site photographs or aerial with proposed location of proposed Little Free Library in Park.

Provide sketch of any proposed art, decoration or verbiage for proposed Little Free Library.

No advertising or dedication plaques are allowed in parks unless permitted through a Memorandum of Understanding, Special Event Permit, or Legislation.

Only Lexan, Plexiglass, Tempered and Laminate or Wire Glass will be approved. No Plate Glass will be permitted for Little Free Lending Library.

Provide Group or Individuals responsible for care, maintenance and upkeep of Little Free Lending Library together with contact information for Parks Department use.

Submit Park Design Review agenda request with the above information.