

**Effective:** June 23, 2009

**Administrative Policy**  
**STANDARDIZING CAMPUS OUTDOOR FURNITURE**

**Approved:** June 23, 2009  
President's Cabinet

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**Purpose**

To insure purchasing and placement of outside furniture including benches, waste receptacles, ash urns and bicycle racks remain aesthetically uniform.

**Procedure**

When purchasing outside furniture, the department shall contact the Maintenance Operation department for details pertaining to approved outside furniture.

**Standard**

Benches shall be black, cast iron, six or eight feet in length. Bicycle racks shall be permanent multi-loop, black, hot dipped, galvanized finish. Trash receptacles shall be 32 gallon, black all steel construction. Ash urns shall be 20)gauge steel, black with a ten inch ash pan.(10)