



Republika e Kosovës
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Komuna e Vitisë



Public Open Spaces
Maintenance Plan
2017-2021
Municipality of Vitia/Vitina

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Maintenance Plan
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Building inclusive, sound, functional, attractive and productive cities is one of the greatest challenges that humanity is encountering nowadays. The most important piece of the puzzle to achieve this may lie within the POSs which are rightly regarded as the heart of urban areas.

Well designed, executed and maintained Public Open Spaces (POSs), with a range of functions they provide, are an important factor to inclusion of social groups and citizen`s welfare

Acknowledgments

The Public Open Spaces Maintenance Plan and Public Open Spaces Investment Plan are drafted by the Working Group (WG) of the municipality of Vitia/Vitina, Department for Public Services, supported and in close cooperation with Coordinating Group (CG), Project Officers and local and international consultants, responsible persons of DEMOS/Helvetas-Swiss Intercooperation project funded by Swiss Development Office in Kosovo (SCO-K).

WG and CG for drafting the Public Open Spaces Maintenance Plan and Public Open Spaces Investment Plan in the Municipality of Vitia/Vitina have conducted a field evidencing of public open spaces, and planned necessary activities for their maintenance based on the experience shared with local partner municipalities and international experience.

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List of abbreviations

DEMOS	Decentralization and Municipal Support Programme
SCO-K	Swiss Development Office in Kosovo (SCO-K)
GIS	Geographical Information System
MAV	Municipal Assembly of Vitia/Vitina
POSs	Public Open Spaces
POSMP	Public Open Spaces Maintenance Plan
POSIP	Public Open Spaces Investment Plan
MDP	Municipal Development Plan
UDP	Urban Development Plan
URP	Urban Regulatory Plan
DPSE	Department for Public Services and Emergency
UZ	Urban Zone
UZC	Urban Zone – Centre
SWC	Social Work Centre
DPSE	Department for Public Services and Emergency
DUPEP	Department for Urbanism, Planning and Environmental Protection
DPCG	Department for Property, Cadastre and Geodesy
PSC	Public Services Committee

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1. INTRODUCTION

Municipality of Vitia/Vitina is a DEMOS partner municipality, a project funded by Swiss Government, namely Swiss Development Office in Kosovo (SCO-K), and implemented by Helvetas Swiss Intercooperation, which is focused in supporting the establishment and maintenance of POSs, assessment, planning, monitoring of service, implementation and public awareness.

1.1. The profile of the Municipality of Vitia/Vitina

Municipality of Vitia/Vitina is located in the south-east of Kosovo. In north-east is bordered with the Municipality of Gjilan/Gnjilane, in west with the Municipality of Ferizaj, in south-west with the Municipality of Kaçanik/ Kačanik and in south-east with the Macedonia. It is connected to the main road Prishtina/Priština -Skopje with asphalted road, at a distance of only 13 km, whereas with Prishtina/Priština it is connected with a road in two directions: through Ferizaj with 55 km distance and through Gjilan/Gnjilane at a distance of 67 km. Only 13 km away to connection to Kosovo railways, whereas 80 km to reach the Prishtina/ Priština airport. The distance with the border point with Macedonia (Hanin e Elezit) is 37 km, with Skopje 60 km, whereas with Skopje airport 82 km. Settlements of Municipality of Vitia/Vitina are: Pozheran/Požaranje, Ramjan/Ramnjan, Fshat i Ri, Tërpezë/Trpez, Qifllak, Sllatinë e Epërme/Gornja Slatina, Sllatinë e Ulët/Donja Slatina, Tërstenik/Trstenik, Sadovinë e Çerkezëve/Çerkez Sadovina, Letnicë/Letnica, Stubëll e Epërme/Gornja Stubla, Vërnez/Vrnez, Shashare, Vërnakollë, Gërmovë, Smirë/Smira, Drobesh/Drobeš, Vërban/Vrban, Goshicë/Gušica, Sadovinë e Jerlive/Jerli Sadovina, Gjylekar (Skifteraj)/Đelekare, Remnik/Ribnik, Stubëll e Ulët/Donja Stubla, Goden, Podgorc/Podgorce, Ramnishtë/Ravnište, Lubishtë/Ljubište, Radivojc/Radivojce, Ballancë/Balance, Zhiti/Žitinje, Budrikë/Budrika, Devajë/Devaja, Binjë/Binač, Beguncë/Begunce, Kabash/Kabaš, Debellde/Debelde, Shushtë, Buzovik and Mjak/Mijak.

Public Open Spaces maintenance is a priority in municipal policies. A good and regulatory spatial planning and link of POSs contributes to the revival of municipality and creates opportunities for formal and non-formal recreation activities.

Most of settlements of the Municipality of Vitia/Vitina have more than 1.000 residents. The city of Vitia/Vitina has the largest number of population (4.924 residents), whereas the number of residents in the Municipality of Vitia/Vitina according to the Census 2011 is 46.987. The largest villages by the number of residents are: Pozharani/Požaranje, Smira, Gjylekari/Đelekare, Begunca/Begunce, etc. Villages being abandoned are: Mjak/Mijak and Vërnez/Vrnez with no residents, Vërnakolla/Vrnaokolo 1 resident and Shosharja/Šašare 12 residents. The density of residents per km² in the Municipality of Vitia/Vitina is 174r/km². Following the discussion with the Working Group for demographic planning, especially during the summer months, it has been concluded that the number of residents is around 7.000, if including citizens living abroad. However, the adapted number of residents should be verified by Statistical Office of Kosovo.

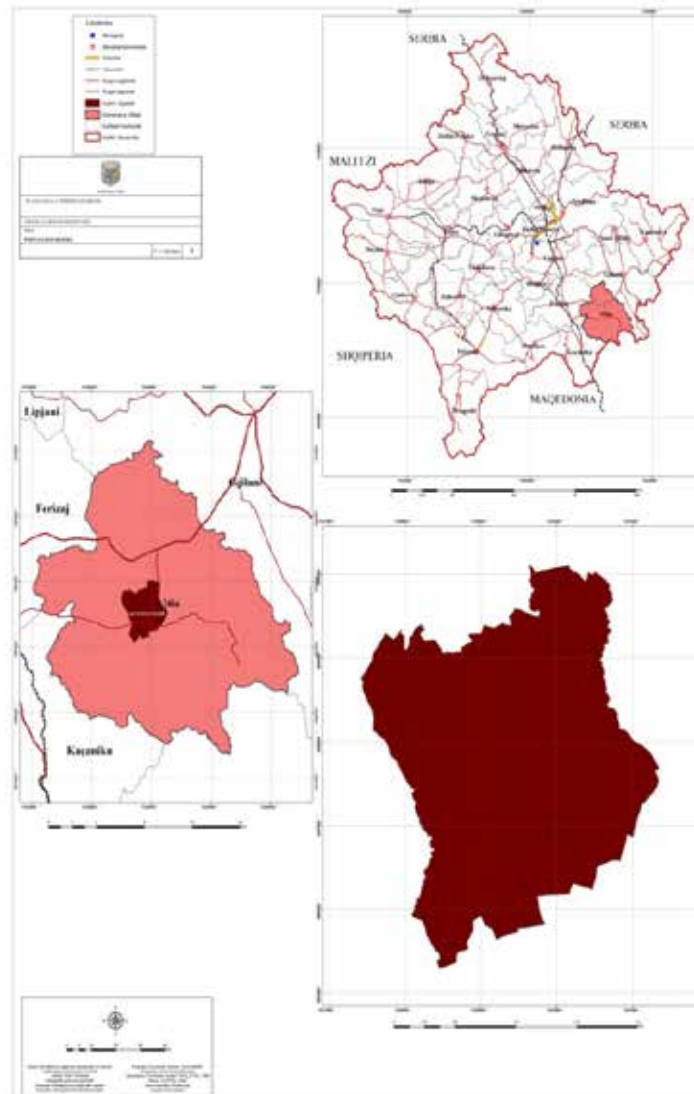


Figure 1: Municipality of Vitia/Vitina compared to Kosovo

Natural heritage in the Municipality of Vitia/Vitina

In 2005, Kosovo Institute for Nature Protection has recorded 21 nature monuments, whereas 15 of them have been proposed for protection.

- Nine (9) natural botanical monuments. Maintenance of botanical monuments is planned to be incorporated following one-year period of implementation.
- Three (3) hydrological natural monuments. Maintenance of hydrological monuments is planned to be incorporated in the plan review following one-year period of implementation.
- Geomorphological natural monument. Maintenance of the monument is planned to be incorporated in the plan review following one-year period of implementation.
- Zone of Mllaka in Sllatinë/Slatina.
- Zone in Letnicë/Letnica. Maintenance is planned to be incorporated in the plan review following one-year period of implementation.

1.2. POSs functions

- **Experiencing nature:** an opportunity for citizens to experience the rich natural, cultural, and archaeological sites etc.;
- **Recreation:** provision of diverse opportunities for recreation in natural environments; walking, jogging, cycling, social gatherings, cultural events;
- **Education:** POSs can serve as natural classrooms by its teaching/learning and research opportunities to students and children of different age groups;
- **Urban design:** environments in POSs are characterized with limitations to constructional developments and provide good landscapes and views, define urban borders, and discourage uncontrolled urban extensions;
- **Creation of heritage:** conservation of important features of natural environment in the city of Vitia/Vitina is a high priority for citizens and program ambitions concerning riverbeds, green corridors, railways, roads, etc.;
- **Events with public:** cultural organizations, education of public to conserve nature, environment and citizens' awareness-raising;
- **Environmental benefits:** climate regulatory functions, conservation of flora and fauna diversity, CO₂, motivation and inspiration for culture, art, etc.

1.3. POSs Maintenance Plan Scope

Public Open Spaces (POSs) included in this plan implies public areas of importance for the development of social and public life in the city of Vitia/Vitina, such as:

- Parks;
- Squares;
- Promenades;
- Riverbed of Morava;
- Green areas;
- Sport terrains;
- Parking spaces;
- Spaces near sacral and monumental objects;
- Roads;
- Sidewalks;
- Markets;
- Lapidaries;
- Commemorative plaque;
- Cemeteries of martyrs.

The maintenance of open spaces around multi-storey buildings and common areas part of facilities are responsibility of the municipality and are planned to be included in the municipality maintenance list.

Public open spaces maintenance in the vicinity of schools and other municipal institutions is a responsibility of relevant institutions since there is maintenance budget allocated to them. The maintenance of cemeteries in the rural area is organised by the inhabitants of the villages and upon plan revision, it is planned to be included in the list of open spaces maintained by municipal budget. The purpose of the Public Open Spaces Maintenance Plan (POSMP), is to clearly define the needs/requirements and actions of local government and of the relevant municipal directories to maintain POSs at a desirable standard level. It is intended to enable the identification, justification and to define the priorities necessary for the maintenance of POSs and other assets therein. The Plan covers the mid-term period 2017-2021, it is revisable and can be supplemented and updated on yearly and empirical basis after the analysis of its implementation in the previous year.

Designation of POSs to be included in the Maintenance Plan

The Public Open Spaces Maintenance Plan and Public Open Spaces Investment Plan cover a mid-term period. In the first implementation period it is decided to include the following spaces:

Tab. 1 List of POSs

No.	Zone	Name	Typology of POSs	Area in m2
1	Urban	"Nijazi Azemi"	Square	2.680
2	Urban	"Lidhja e Prizrenit"	Park	840,00
3	Urban	"Hasan Alia"	Park	1.308,00
4	Urban	"Kerem Lewton"	Park	746,00
5	Urban	"Rashit Mustafa"	Square	200,00
6	Urban	"Hasan Kabashi"	Square	1.097,00
7	Urban	Martyrs' Cemeteries	Martyrs' cemeteries	10.641,00
8	Urban	Morava River Bed	River Bed	7.436,80
9	Urban	Park close to the mosque	Park	1.173,00
10	Urban	Roundabout at "Hoxhë Januzi"	POS at the roundabout	55,00
11	Urban	Roundabout at "Brigada 173"	POS at the roundabout	55,00
12	Urban	Square at Bafti Haxhiu	Square	360,00
13	Urban	Square "Hollbruk"	Square	85,00
14	Urban	"Adem Jashari" Str.	Square	5.246,00
15	Rural	Square in Pozheran	Square	5.000,00
16	Urban	Square "Mejdi Korrani"	Square	820,00
17	Rural	Monument in Gjylekar/ Ėlekare	POS at the monument	250,00
18	Rural	Memorial in Potgorc	POS at the memorial	550,00
19	Rural	Memorial in Ramjan/Ramnjane	POS at the memorial	500,00
20	Rural	Park in Ramjan/ Donje Ramnjane	Park	3.514,00
21	Rural	Memorial in Sodovina Jerlive/ Jerli Sadovina	POS at the memorial	1.280,00
22	Rural	Memorial in Vërban/Vrban	POS at the memorial	200,00

23	Rural	Monument in Smirë/Smira	POS at the monument	1.000,00
24	Rural	Memorial in Smirë/Smira	POS at the memorial	30,00
25	Rural	Square in Kabash/Kabaš	Square	1.780,00
26	Rural	Square in Letnicë/Letnica	Square	4.527,00
27	Urban	Promenade Viti-Binçë/Vitina-Binac	Promenade	1.800,00
28	Urban	Football pitch in Viti/Vitina	Football pitch	16.421,45
29	Urban	Green Market in Viti/Vitina	Green market	8.969,78
30	Rural	Cattle Market in Dobresh	Cattle market	11.269,90
31	Rural	Football pitch in Sodovina Jerl./ Jerli Sadovina	Sport's field	8.033,00
32	Rural	Football pitch in Pozheran/ Požaranje	Sport's field	10.185,00
33	Rural	Monument "Hoxhë Januzi"	POS at the monument	300,00
34	Rural	Park in Sodovinë/Sadovina	Park	600,00
35	Rural	Park in Verban	Park	10.000,00
36	Urban	Maintenance of roads and sidewalks	Streets and sidewalks	44.991,00
37	Rural	Memorial 1 in Smirë/Smira	POS at the monument	15,00
38	Rural	Memorial 2 in Smirë/Smira	POS at the monument	15,00
39	Rural	Martyrs' Cemeteries in Stubëll e Epërme/Gornja Stubla	Martyrs' Cemetery	30,00

Tab. 2 List of roads and sidewalks

No.	Zone	Name	Typology of POS	Area in m2
1	Urban	"2 Korriku"	Street and sidewalk	3.410
2	Urban	"Agim Ramadani"	Street and sidewalk	3.600
3	Urban	"Adem Jashari"	Street and sidewalk	5.567
4	Urban	"11 Marsi"	Street and sidewalk	2.116
5	Urban	"UÇK"	Street and sidewalk	6.792
6	Urban	"28 Nëntori"	Street and sidewalk	2.042
7	Urban	"Hoxhë Jonuzi"	Street and sidewalk	4.160
8	Urban	"Dëshmorët e Kombit"	Street and sidewalk	2.815
9	Urban	"Brigada 173"	Street and sidewalk	4.562
10	Urban	"Idriz Seferi"	Street and sidewalk	3.442
11	Urban	"Kongresi i Manastirit"	Street and sidewalk	2.000
12	Urban	"Lidhja e Prizrenit"	Street and sidewalk	2.800
13	Urban	"Rexhep Bislimi"	Street and sidewalk	1.500
14	Urban	"Kemajl Azizi"	Street and sidewalk	800
	Total			40.791

In addition to open spaces mentioned in the tables above, characteristic element for the urban part of the city of Viti/Vitina are also the trees along main streets and around Morava River.

The maintenance of trees, as an activity, is incorporated as horticulture activity within respective POSs.

During the review, the plan will include other Public Open Spaces, depending on the needs/ requirements and budgetary capacities. Depending on the content of the public spaces, main areas are identified with regard to necessary activities of the POSs' maintenance.

POSS with high priority maintenance and investments level are identified based on the frequency of use inventorying and analysing. The inventorying was done by DPSE and DUPEP, by making use of Q-GIS application.

1.4. Governing principles

Below are mentioned some of the governing principles for the management and maintenance of POSSs, as legal and community planning processes, based on the development plans as a vital part of the local development framework, with the aim to improve and maintain the character of spaces where citizens live, operate and spend their free time. These principles are:

- Maintaining of all POSSs in good and functional condition;
- Uniform distribution of POSSs in all settlements, formal or non-formal;
- Proper addressing of all design and operational issues related to POSSs maintenance needs;
- Regular maintenance standardization. In the near future, it can be expected to set a relatively normalized system and the same to be adopted for planning, reviewing of the maintenance supplementing requirements or to develop the new public spaces.

Zones/fields of the POSSs maintenance recommended for the standardization in this and in the updated documents until the expected normalization in future project cycles, are:

- Maintenance of the greenery (low, medium, high);
- Maintenance of built-up areas (squares, sidewalks and paved areas);
- Maintenance of vehicle parking spaces;
- Maintenance of memorials, monuments and martyrs' cemeteries;
- Maintenance of facades of public facilities, collective housing units and others with plan revision.

Standard descriptions in the form of technical specifications for different areas of maintenance of POSSs are an integral part of this document.

Due to yet not good current situation, planning of capital repairs is included in the Investment Plan, and it is a document which precedes the Maintenance Plan, and the same was compiled after detailed recording of the current state of POSSs in the city.

1.5. Reference documents for drafting POMSP

The principles are based on the documents drafted and planned as well as on the opportunity principles of the exploitation varieties. Municipality of Vitia/Vitina has adopted the Municipal Development Plan and Urban Development Plan, Regulatory Plan “CSZR” and UDP “North Zone”, Urban Mobility Plan, Waste Management Plan, Local Economic Development Strategy, Emergency Management Plan etc. Some of the documents within the legal framework in which the drafting of this plan is referred to are:

- Law no. 04/L-174 on Spatial Planning;
- Law no. 03/L-025 on Environmental Protection;
- Law no. 03/L-040 on Local Self-Government, Official Gazette of the RK/Prishtina: year III/no. 28/04 June 2008, Article 17, paragraph p, provision and maintenance of parks and public spaces;
- Municipal Development Plan (MDP), adopted in 2010;
- Urban Development Plan (UDP), adopted in 2010;
- Urban Regulatory Plan “CSZR”;
- Urban Regulatory Plan “North Zone”, 2013;
- Regulation on Environment amended and supplemented in 2015;
- Other regulations on municipal services and emergency.

Based on Strategic Plans, the municipality in cooperation with other institutions of the central level (Ministry of Environment and Spatial Planning and Ministry of Culture, Youth and Sports) should draft the Integrated Protection of Nature and Cultural Monuments Management Plan. The plan should protect any development that can affect the values of monuments, apart from those that are in view of protection.

Free areas, such as agricultural ones, those with special archaeological value, nature and landscape, as well as green corridors, defined under UDP, should be protected from uncontrolled constructions.

2. CURRENT SITUATION AND ANALYSIS OF POSS

Results of this inventorying are presented in thematic maps created in Q-GIS application, as well as in the form of the table (annex) drafted during regular sessions with consultants from the DEMOS project. In those are presented the POSSs with the attributes by typology, size, and quality as well as by attendance of the citizens.



Figure 2: POSSs in Viti/Vitina

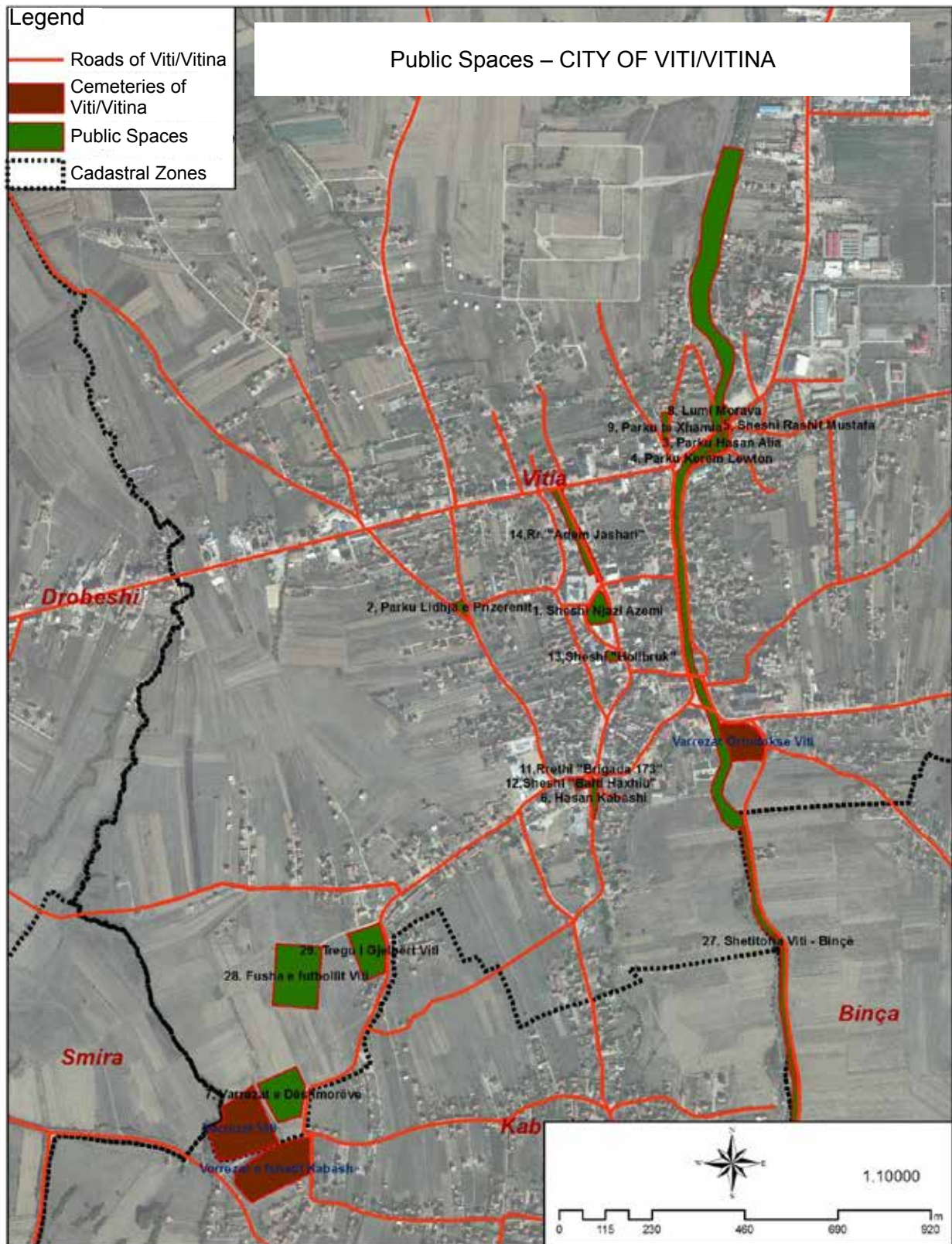


Figure 3: Graphical presentation of POSs in urban zone of Viti/Vitina

The Working Group undertaken a detailed inspection to evidence and update the POSs inventory, to measure the areas, as well as to assess their current situation in the city of Viti/Vitina. This was the first phase of systematic assessment, promotion and development of the POSMP in the urban area of the city, as well as through geographic system and rural area. The results of this inventorying are presented in detail in thematic maps created in Q-GIS application as well as in a tabular form (Excel Database), drafted during regular sessions with the consultants from DEMOS project. In the same are presented POSs with attributes by typology, size, quality, and by attendance of the citizens.

Data on current POSs surface areas

As per the current surface of the POSs in the city of Viti/Vitina, from the referred inventory are obtained data on spaces per capita, which are shown in the following tables.

Tab. 3 Analysis of surface areas for active and passive recreation

POSs by typology	Area in m ²	No. of inhabitants	POS areas in m ² / inhabitants
Parks/green areas	7.581	46.987	0,16
Squares	21.795	46.987	0,46
Promenade by the river	1.800	46.987	0,04
River beds	37.184	46.987	0,8
Sports fields	24.639	46.987	0,52
Green areas/roundabouts	110	46.987	0,002
Total POSs in m ²	93.109	46.987	1,98

Tab. 4 POSs at monuments and memorials

POSs by typology	Area in m ²
POSs near monuments	1.250
POSs near memorials	2.560

Tab. 5 Martyrs' cemeteries

POSs by typology	Area in m ²
Martyrs' cemeteries	10.641
Martyrs' cemeteries	30
Total in m ²	10.671

Tab. 6 Cemeteries in urban and rural area

POSS by typology	Area in m ²
Cemeteries in urban area	Not included within plan framework
Cemeteries in rural area	Not included within plan framework
Total in m²	

Tab. 7 Markets

POSS by typology	Area in m ²
Green market	8.970
Cattle market	11.269
Total in m²	20.239,68

Built-up areas and others not administered in the plan and which should be added upon plan revision are:

- Cemeteries in urban area and
- Cemeteries in rural area

From the tables above it is evident that the existing local standards do not coincide with those designed and intended for POSSs (squares, parks and recreation), while the current situation can generally be described as follows:

- Current surface area of POSSs for active and passive recreation is 1.98 m²/inhabitants;
- Current situation (POSSs location) in terms of access, with a focus on distance (distance– time); although no analysis has yet been performed in terms of covering range with POSSs, from the general observations it is clear that existing areas are largely concentrated in the centre. They do not cover the urban areas outside the city centre;
- For the moment it cannot be claimed that they are really sufficient and interrelated well, but it is a goal of the municipality of Viti/Vitina to provide the same in a long-term plan at a desirable standard level.

Standards aimed and provided in the municipal plans are adapted in POSMP as well. Municipal government aims to provide POSSs for active and passive recreation in sufficient number and amount to meet the needs of natural content, squares, paths and other spatially distributed spaces, so that they are closer to citizens. Targeted quantitative standard of POSSs in long-term plan is 7-10 m²/inhabitants.

The Quality of existing POSs

Quality standards; qualitative POSs promote the preservation of physical and mental health. The opportunity for physical activities, whether active or passive, will be beneficial for the participants in physical, social and psychological aspects, resulting in reduction of everyday tension/stress, promotion of citizens' healthy life and the stability of the neighbourhoods.

It is an overall assumption that in the absence of an adequate urban plan, but also because of the limited budgetary capacities, POSs in the past were not maintained at appropriate level.

Use of the existing POSs

Based on their use, POSs are generally classified as frequently used, such as parks and green spaces in the close area to the centre; moderately used; and POSs not used at all.

2.1. Current contracts for managing POSs

POS maintenance in the past and now are done through service contracts awarded to external operators, respectively three-year framework contracts. The same are managed by the officer appointed to oversee infrastructure projects. From numerous defects identified in them, the following can be mentioned:

- a. Deficiencies in division of maintenance zones/areas;
- b. Deficiencies in maintenance planned activities;
- c. Non-concise descriptions of maintenance activities;
- d. Lack of technical specifications;
- e. Deficiencies in planning and maintenance dynamics.

The aforementioned shortcomings have also called into question the relevance of bid prices in the previous contracts, and consequently monitoring of maintenance could be made more difficult.

2.2. Operational costs for the maintenance of POSs in the past three years

From previous contracts analysis, data on unit prices for the maintenance of POSs are presented in the following table:

Tab. 8 Tabular presentation of the maintenance costs for 2017

No.	Unit	Typology	N. m.	Quantity	Price per unit	Number of activities per month	Number of months	Value in €
1	Maintenance of flowers and Decorative trees in the "Adem Jashari " str. on both sides	Green space	m ²	570	0,02	4	12	547,2
2	Maintenance of green spaces at martyrs' cemeteries	Cemetery	m ²	10.628	0,03	4	1	1.275,36
3	Maintenance of memorials in Pozheran, Sadovine e Jerlive, Smire, Skifteraj and Verban	POSs near memorials	m ²	1.730	0,01	4	12	830,4
4	Maintenance of "Nijazi Azemi" square	Square	m ²	2.907	0,0414	1	12	1.444,20
5	Maintenance of " Hasan Alia" square	Square	m ²	2.065	0,0414	1	12	1.025,89
6	Maintenance of "Rashit Mustafa" square	Square	m ²	110	0,0414	1	12	54,65
7	Maintenance of "Richard Holbrouk" square	Square	m ²	85	0,0414	1	12	42,23
8	Maintenance of the park "Lidhja e Prizrenit"	Park	m ²	120	0,0414	1	12	59,62
9	Maintenance of the park at the mosque	Park	m ²	180	0,0414	1	12	89,42
10	Hasan Kabashi	Park	m ²	500	0,0414	1		-
11	Park in Pozheran	Park	m ²	5.000	0,0414	1	12	2.484,00
12	Tree pruning		copë		0,0414	1	12	-
13	Park at FMC in Viti	Park	m ²	1.000	0,0414	1	12	496,8
14	Park at CSW	Park	m ²	650	0,0414	1	12	322,92
15	Park at AMF Pozheran	Park	m ²	2.000	0,0414	1	12	993,6
16	Park near the Museum House	Park	m ²	80	0,0414	1	12	39,74
17	Park near the ambulance in Sadovina e Jerlive	Park	m ²	80	0,0414	1	12	39,74
18	Maintenance of river bed from the bridge (near the bus station), cleaning the stream from "Brigade 173" to st. "2 July"	River bed	m ²	17.982	0,03	1	12	6.473,52
19	Supply and planting of flowers dekorative		piece	2.280	0,5	2	1	2.280,00
20	Planting and supply of roses		piece	1.000	0,5	2	1	1.000,00
21	Maintenance of decorative flowers	Green space	m ²	3.800	0,004	8	6	729,6
22	Supply and maintenance of decorative trees	Green space	piece	25	26	1	1	650

23	Maintenance of green spaces at roundabouts	Green space	m ²	233	0,4	3	1	279,6
				53.025				
								Maintenance of POSs 21.158,49
								Hygienic maintenance of roads 26.269,06
								Washing of streets and sidewalks 7.296,96
								Summer and winter maintenance of roads 48.000
								Total for the year 2017 102.724,51

POS Maintenance and Road Maintenance

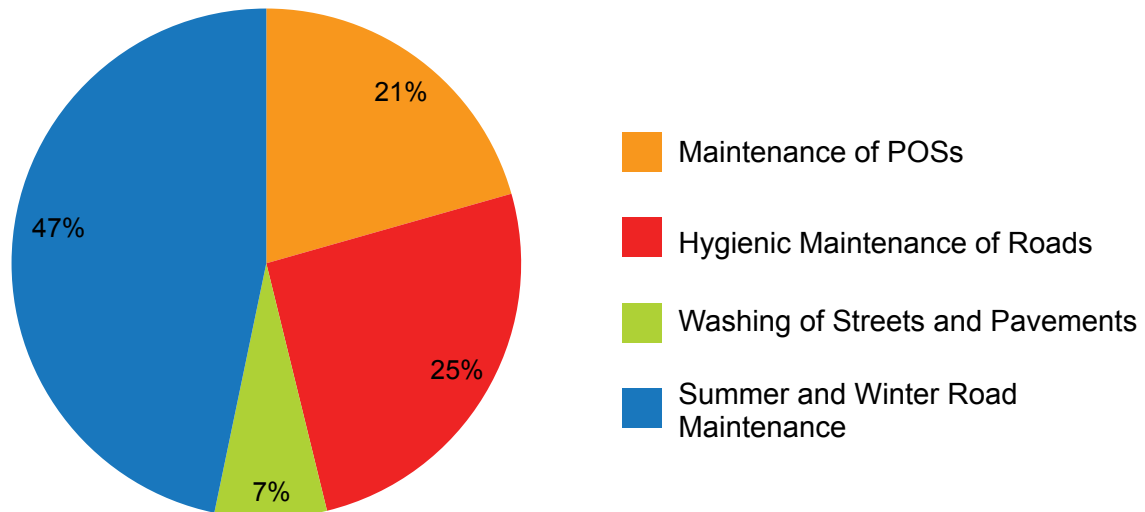
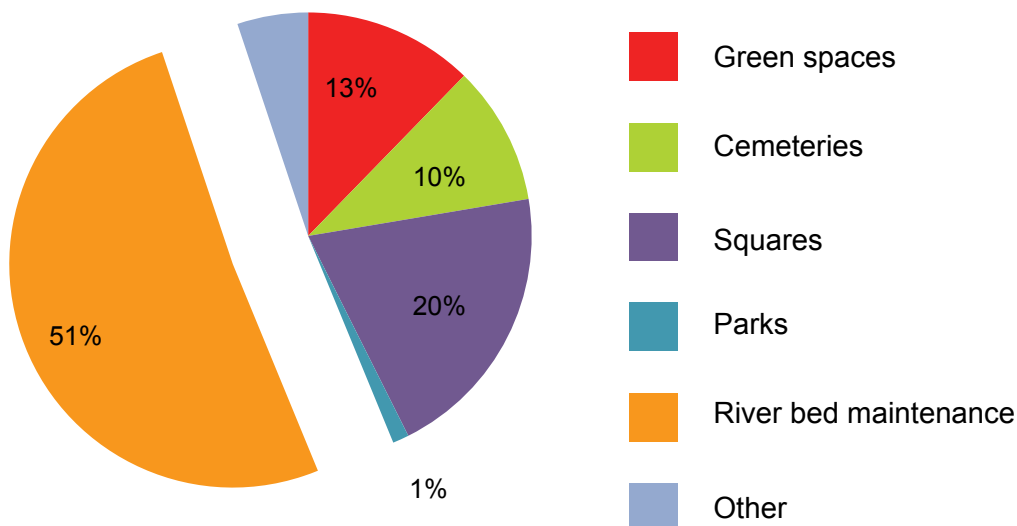


Figure 4: POSs to road maintenance ratio

POSs area maintenance costs in 2015



Area maintained in 2015

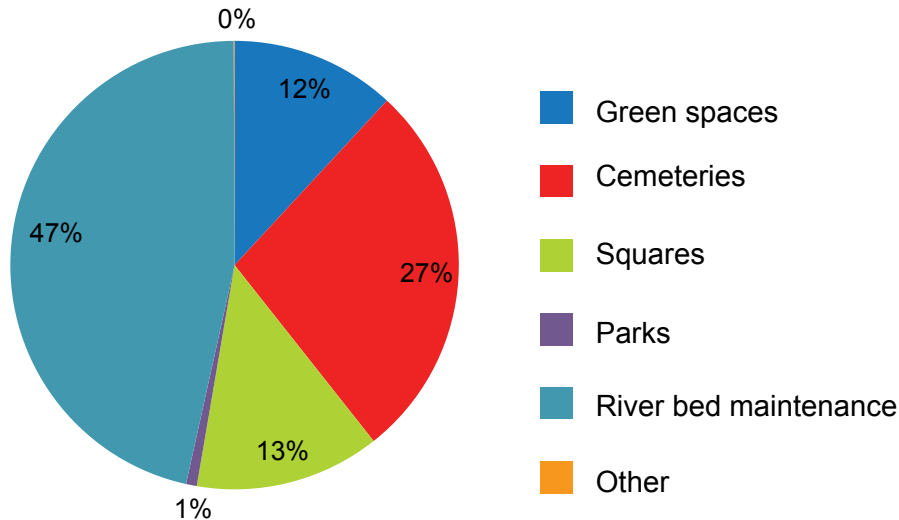


Figure 5: Area by category, maintained in 2015

2.3. General descriptions of activities for different areas of maintenance

- Cleaning activities include: collection and disposal of waste, leaves, cleaning of drainage canals, cleaning of graffiti, paths and built surfaces (with cobblestones, asphalt, concrete, fountains and artworks, etc).
- Horticulture activities include: irrigation, mowing, planting, fertilization, ventilation, disinsection, maintenance of low, medium and high greenery etc.
- Maintenance of areas constructed within the POS includes activities as: maintenance / small repairs in trails, constructed areas, urban furniture, children's playgrounds, fountains, irrigation systems, maintenance of sculptures, works of art and public lighting, etc.

3. VISIONI, OBJECTIVES AND STRATEGY ON POSS

3.1. The Vision of Municipality of Viti/Vitina on POSs

The vision for the municipality of Viti/Vitina is defined in the Municipal Development Plan. This plan sets out the long-term (2010-2020) expectations for the city in many important areas of development, one of which is the environment.

“Vitia/Vitina- Cultural cradle of Albanian school, a bridge of sustainable, modern, powerful and functional development with all contents. Polycentric and attractive municipality for living and working, a municipality that, through public private partnerships will determine quality public services, and commercial, industrial and tourism activities. A municipality that with all its resources will be attractive for investment and entrepreneurship, especially in the processing industry, agribusiness, healing, cultural and recreational tourism, with special emphasis on the development of agriculture and environment-friendly municipality-.”(MDP of Viti/Vitina)

“Vitia/Vitina with POSs areas that enable attractive life, determines quality services and above all environment-friendly municipality”. *Municipality vision derived from the MDP of Viti/Vitina.*

1. To arrange (revitalise) public spaces with good access, well interconnected, highly functional and distinct/identifiable.
2. To support and actively promote public-private partnerships and community involvement. Support and partnership, both in terms of awareness (maintenance of POSs) and active participation and consultation with citizens in planning of new POSs based on community needs.

3.2. Specific goals and objectives

Goal 1 – Improving the quality of the existing POSs

- Objective 1: Increasing maintenance level and improvement of quality of POSs in the medium term 2017-2021 through the implementation of the plan.

Goal 2 – Promotion of POSs

- Objective 1: Community awareness on POSs maintenance in the medium term 2017-2021.

Goal 3 – Revitalization of the existing POSs

- Objective 1: By the end of 2017 to revitalize 25.000 m² of the existing parks.
- Objective 2: By the end of 2018 to revitalize 35.000 m² of the existing parks.
- Objective 3: By the end of 2021 to revitalize around 20.000 m² of parks and green spaces.

4. FINANCIAL PLAN

Tab. 9 POSs Maintenance Financial Plan

Municipality	Viti/Vitina
The Plan period	2017-2021
Number of POSs	39

Annual maintenance plan is based on current budget plans of Viti/Vitina municipality aiming at improving the quality of POSs. The starting point of the financial plan is to enable covering of maintenance cost for annual planned maintenance activities. Maintenance Plan 2017-2021 includes all existing public spaces as well as all POSs maintenance costs to be built as part of the Investment Plan 2017-2021.

Tab. 10 Number of POS by category

Table 1: Number of POS by categories				
No.	POSs category	Urban	Rural	Total
1	Parks	4	3	7
2	Squares	7	3	10
3	Promenade	1		1
4	River beds	1		1
5	Sport fields	1	2	3
6	Green areas at roundabouts	2		2
7	POSs at lapidaries		5	5
8	POS at memorials		5	5
9	Martyrs cemeteries	1	1	2
10	Green markets	1		1
11	Cattle markets		1	1
12	Cemeteries			0

Tab. 11 Road and sidewalk surfaces areas

No.	Description	Urban area(m ²)	Rural area(m ²)	Total (m ²)
13	Roads and sidewalks	44.991		44.991

Tab. 12 Ratio by activities

2	Public open spaces in 2017 consist of :	
2.1	Public Open Spaces	39
2.2	Estimated value of annual costs of maintained spaces	130.842,91 €
2.3	The average monthly value of maintenance costs	10.903,58 €
2.4	Cleaning activities: maintenance costs amount to	43.180,37 €
	Cleaning activities: % of the total annual maintenance costs	33,00%
2.5	Horticulture activities: maintenance costs amount to	32.690,30 €
	Horticulture activities: % of the total annual maintenance costs	24,98 %
2.6	Built-up area activities: maintenance costs amount to	54.972,24 €
2.7	Built-up area activities: % of the total annual maintenance costs	42,01 %

Tab. 13 Maintenance activities

Table 2: Cost and percentage ratio of maintenance activities				
No.	Abbreviation	Description of category	Total	%
1	CAP	Cleaning activities	43.180,37 €	33,00%
2	HA	Horticulture activities	32.690,30 €	24,98%
3	BAA	Built-up area activities	54.972,24 €	42,01%

Tab. 14 Maintenance by category

Table 3: Maintenance by main categories														
Category	1	2	3	4	5	6	7	8	9	10	11	12	Total(€)	%
CA (€)	2.594	2.594	3.176	4.061	4.081	4.061	4.061	4.061	4.131	4.106	3.607	2.645	43.180,37	33%
HA (€)	0	0	1.735	6.350	5.846	4.972	4.861	4.861	2.973	1.092,30	0	0	32.871,3	25%
BAA(€)	0	375	6.337	5.883	6.183	5.883	5.883	5.883	5.935	5.883	6.727,24	0	54.551,24	42%
Total (€)	2.594	2.969	11.248	16.294	16.110	14.916	14.805	14.805	13.039	11.081,3	10.334,24	2.647,37	13.842,91	100%
%	2%	2%	9%	12%	12%	11%	11%	11%	10%	9%	8%	2%		

Tab. 15 Maintenance by quarter

Maintenance costs by quarter		
Description	Value in euro	Value in %
First Quarter Q1 (January-March)	16,811.00 €	13%
Second Quarter Q2 (April-June)	47,320.00 €	36%
Third Quarter Q3 (July-September)	42,649.00 €	33%
Fourth Quarter Q4 (October-December)	24,062.91 €	18%
Total	130.842.91€	100%

Tab. 16 Maintenance by main categories

Maintenance by main categories according to quarters						
Category	Q1	Q2	Q3	Q4	Total	%
Cleaning activities	8.364,99 €	12.203,64 €	12.253,64 €	10.358,09 €	43.180,36 €	33%
Horticulture activities	1.735,23 €	17.168,07 €	12.695,50 €	1.272,50 €	32.690,30 €	25%
Built-up area activities	6.712,20 €	17.947,99 €	17.700,58 €	12.190,48 €	54.551,25 €	42%
Total	16.812,42 €	47.319,71 €	42.649,72 €	23.821,07 €	130.842,91 €	100%
%	13%	36%	33%	18%	100%	

Tab. 17 Maintenance by activities to time period ratio

Maintenance by main categories for six-month periods				
Category	January-June	July-December	Total	%
Cleaning activities	20,567.00 €	22,613.37 €	43.180,37 €	33%
Horticulture activities	18,903.00 €	13,787.30 €	32.690,30 €	25%
Built-up area activities	24,661.00 €	30,311.24 €	54.972,24 €	42%
Total	64.132,13 €	66.711,91 €	130.842,91 €	100%
%	49%	51%		

POs maintenance cost by quarters

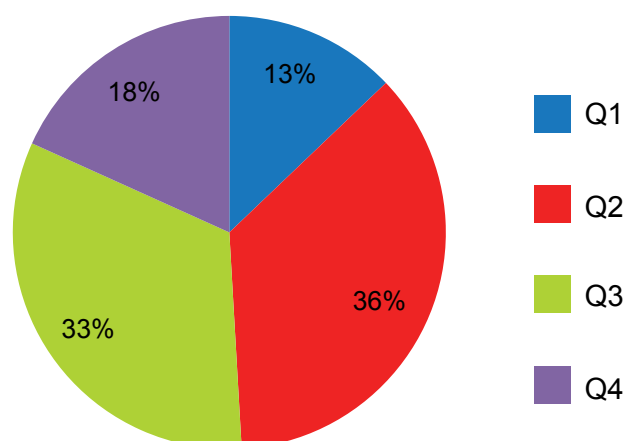


Figure 6: Maintenance costs

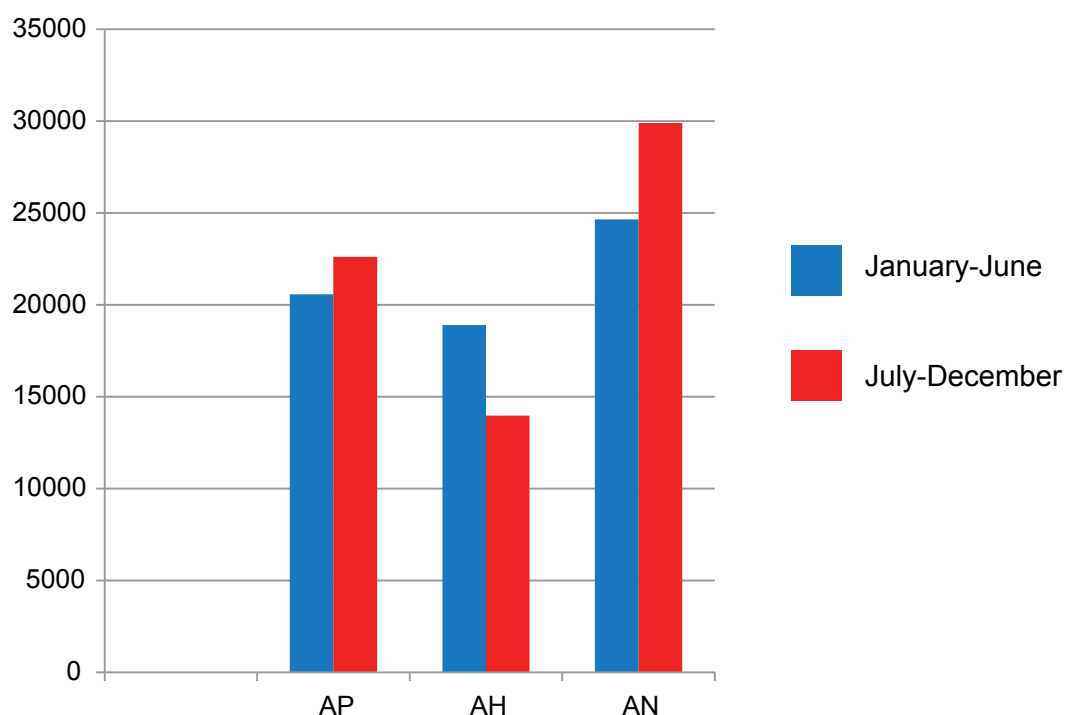


Figure 7: Graphical presentation of maintenance cost by maintenance activities

Tab. 18 Maintenance by typology

Table 7: Maintenance by POSs typology		
Category	Valueera	%
Parks	7.746,71 €	5,93%
Squares	12.116,00 €	9,28%
Walkways (promenades)	1.894,12 €	1,45%
River beds	7.170,56 €	5,49%
Sport fields	6.319,24 €	4,84%
Green area at roundabouts	234,90 €	0,18%
POSs at lapidaries	545,85 €	0,42%
POSs at memorials	1.522,66 €	1,17%
Martyrs cemeteries	2.673,53 €	2,05%
Green markets	344,44 €	0,26%

Tab. 19 Maintenance of other POSs

Other		
Animal markets	324,57 €	0,25%
TOTAL	40.892,59 €	31%

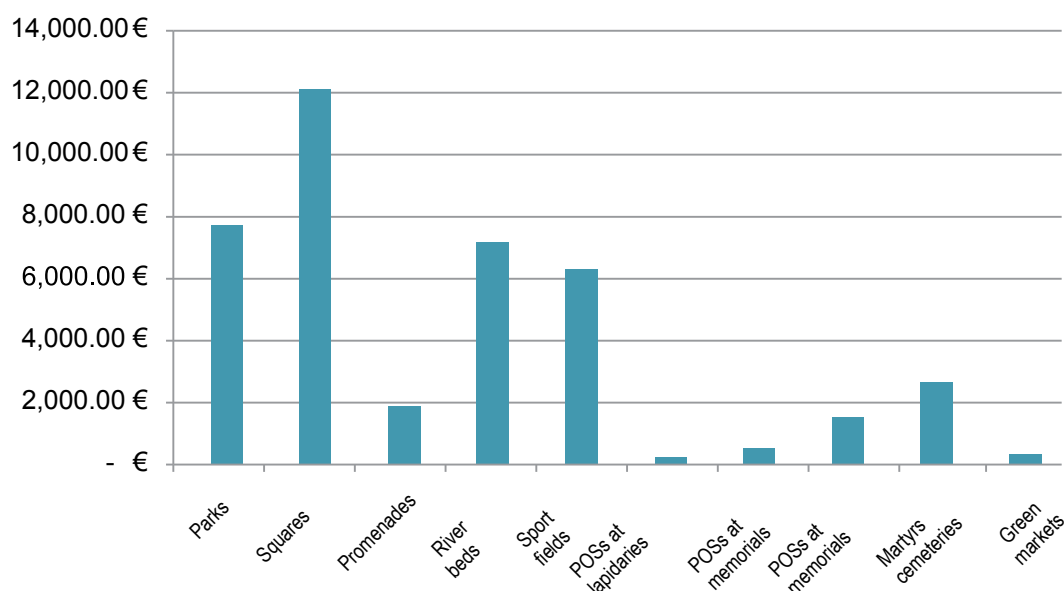


Figure 8: Graphical presentation by POSs category

4.1. Midterm planned maintenance costs

Planned maintenance costs for the period of the plan are based on estimated costs for the year 2017, which are the basis for cost design for the period of the plan. The cost growth rate for the period of the plan is estimated at 3.5% annually, which includes all the costs that will increase in the period of the plan, based on the increased need for quality maintenance of the POS's.

Tab. 20 Total 2017-2021 maintenance cost

Table 8: Maintenance based of the typologies of POS's for the period of 2017-2021					
	2.017,00 €	2.018,00 €	2.019.00 €	2.020,00 €	2.021,00 €
		>3,5%	>3,5%	>3,5%	>3,5%
Parks	7.746,71 €	8.017,84 €	8.298,47 €	8.588,91 €	8.889,53 €
Squares	12.116,00 €	12.540,06 €	12.978,96 €	13.433,22 €	13.903,38 €
Promenade	1.894,12 €	1.960,41 €	2.029,03 €	2.100,04 €	2.173,55 €
River beds	7.170,56 €	7.421,53 €	7.681,29 €	7.950,13 €	8.228,39 €
Sport fields	6.319,24 €	6.540,41 €	6.769,32 €	7.006,25 €	7.251,47 €
Green area at roundabouts	234,90 €	243,13 €	251,64 €	260,44 €	269,56 €
POS's at lapidaries	545,85 €	564,96 €	584,73 €	605,20 €	626,38 €
POS's at monuments	1.522,66 €	1.575,96 €	1.631,12 €	1.688,20 €	1.747,29 €
Martyr's cemetery	2.673,53 €	2.767,10 €	2.863,95 €	2.964,19 €	3.067,93 €
Green markets	344,44 €	356,49 €	368,97 €	381,89 €	395,25 €
	40.568,01 €	41.987,89 €	43.457,46 €	44.978,48 €	46.552,72 €

5. PUBLIC AWARENESS

5.1. Municipal Strategy and community activities

Involvement of the community, civil society and public in improving the POSs maintenance in general is important and the impact of the participants is of general interest in the preservation and promotion of POSs. Everyone recognizes the importance of POSs for local identity and citizens well-being.

It is known the importance of the process of connecting the energy to plants, called photosynthesis, the process of absorbing carbon dioxide (CO₂) and releasing oxygen (O₂). The effects of this process on preventing pollution can be reminded to citizens through leaflets with symbolic and figurative messages, through cultural activities and events organized with primary school children as well as with other young people from secondary schools, preschool institutions, open environments, etc.

In this context, the responsible municipal departments together with the community and the civil society, can plan different cultural events on certain dates, such as the Spring Day, Earth Day, etc., which would recall essential knowledge and would draw attention to the public about the environment in which citizens spend their precious time.

As mentioned above, in this regard the municipal strategy could be implemented through various public activities, such as:

1. Environment awareness through education

- Lectures/presentations in schools, focusing on the values of the environment and the input that those children can provide in this regard;
- Organization of cultural, sporting and social events, followed by cleaning activities, planting seedlings, various spatial arrangements, etc.

2. Leaflets, art works and media campaigns, etc.

The role of local media can be utilized through dedicated programs for POSs, publication of various civic organizations, interviews with youth and elderly people, various educational programs, promotion of ideas and projects, etc.

Media advertisement can precede planned cultural events and activities on certain days, such as those mentioned above inviting citizens to participate so that all can contribute to the assessment, planning and maintenance of open public spaces.

3. Joint actions and campaigns with civil society

Municipal leaders and neighbourhood representatives may organize joint activities with communities related to POSs cleaning, supported by local institutions and businesses.

The spring season can be marked by organized activities in cleaning and arranging the city. Community, civil society and school youth activities can be planned on annual basis and in various fields such as:

- Activities in the cleaning of parks and green spaces (the same can be followed by any cultural activity);
- Activities in arranging and cleaning playgrounds (which can then be followed by some sport activities);
- Care for the existing greenery (removal of dead branches, arrangement and pruning, irrigation, replanting, etc.). Here, businesses can help with means of transport, by donating seedlings, or tools and other supporting items.

In order to promote public awareness, symbolic prizes shall be awarded to such organisations, such as e.g.:

- i. Green flag for the best maintained park or space (perhaps also for the neighbourhood where the space is located);
- ii. Red flag for the lowest maintained park or space.

Such events can keep the curiosity and attention of the citizens, and be an incentive for the community to be the winners of the “best” or the “green flag” in the coming year, or eventually be released from the punitive epithets “earned” in the previous year.

Eventually, it may be possible to divide stimulating or identifying factors for distinct spaces such as:

- i. by destination;
- ii. by the attraction;
- iii. by comfort and relaxation opportunities.

Activities of civil society or non-governmental organizations, green associations etc. in the promotion of natural projects, such as:

- i. Promoting ecosystems around the rivers; With the creation of natural paths for walking, maintenance of existing trees, planting of new trees, etc.;
- ii. Establishment of green corridors along the railway with green buffers, woods, pedestrian and bicycle trails, etc.

6. MONITORING AND REVISION

Appointment of an officer in charge for monitoring and evaluation of POSMP projects and activities pursuant to the approved plan.

The responsible officer supervises the operator engaged in maintenance of POSs, verifies the services provided in terms of quantity and quality, and accepts works based on temporary situations prior to approval of payments. The same prepares monthly reports for the Directorate of Public Services and Emergency and Directorate of Finances, and on semi-annual basis, a summary of periodic reports with recommendations which can be submitted to the relevant committees within the Municipal Assembly.

Monitoring can be described as follows:

1. Determining the implementation aspects of the plan which is monitored/followed by the responsible officer;
2. Compilation of data entry forms on the basis of which the plan progress implementation are assessed/measured;
3. Findings and their systematization during the first cycle of POSMP implementation, including findings, reviews and inputs of participants in the implementation of the plan as well as systematization of data based on analysis of periodic and final reports by the supervisory body/officer;
4. Identify causes and potential consequences as well as difficulties, including analysis of applied materials, equipment used, methodology, and assessment of performance and workforce engaged in implementation of the plan;
5. Identification of omissions in the foreseen plan, including job descriptions, bill of quantities, technical details, as well as quality control and quality assurance during the first cycle of plan implementation;
6. Periodic and final reports with the findings upon the implementation of the plan's preliminary cycle, determination of eventual defects and definition of the period for their improvement;
7. Visits and subsequent inspections to evidence the correction of eventual defects, the evaluation of implemented projects. The beneficiaries and the community opinion may also be important for potential amending and supplementing the plan after the completion of the first cycle of the project, i.e. the POSMP;

6.1. Completion and revision of the POSMP

Plan supplementation refers to minor changes in the plan, which may be made after the first project cycle (first year of implementation). Plan revision refers to major and substantial changes in the plan as a result of essential changes of goals and objectives. Revision is an interactive process and consists of the same steps as those applied during POSs maintenance plan development.

a) Some of the areas that are subject to plan readjustment/supplementing:

- i. Minor changes in objectives, planning and maintenance strategies and policies;
- ii. Potential changes in service delivery standards, etc.

b) **Methodology and the steps to follow in case of supplementing of POSMP:**

- i. Drafting of the proposal for supplementing the plan. The same can be prepared by officials responsible for preparing the POSMP, civil society, community, citizens, etc;
- ii. The proposal is reviewed and analysed by the responsible departments, in this case the Department of Public Services and Emergency and Department for Urbanism and Environment Protection. A report published after the mentioned review, is submitted to the Committee for Public Services, Committee on Urban Planning and the Committee on Policy and Finance, by highlighting the general implications explained in detail, including:
 - Nature of supplementing the POSMP;
 - Purpose of supplementing the plan;
 - Definition and description of sections of the plan to be amended, including financial implications;
 - Rational over plan supplementing;
 - Methodology proposed for amendments and supplements in POSMP.

Annexes:

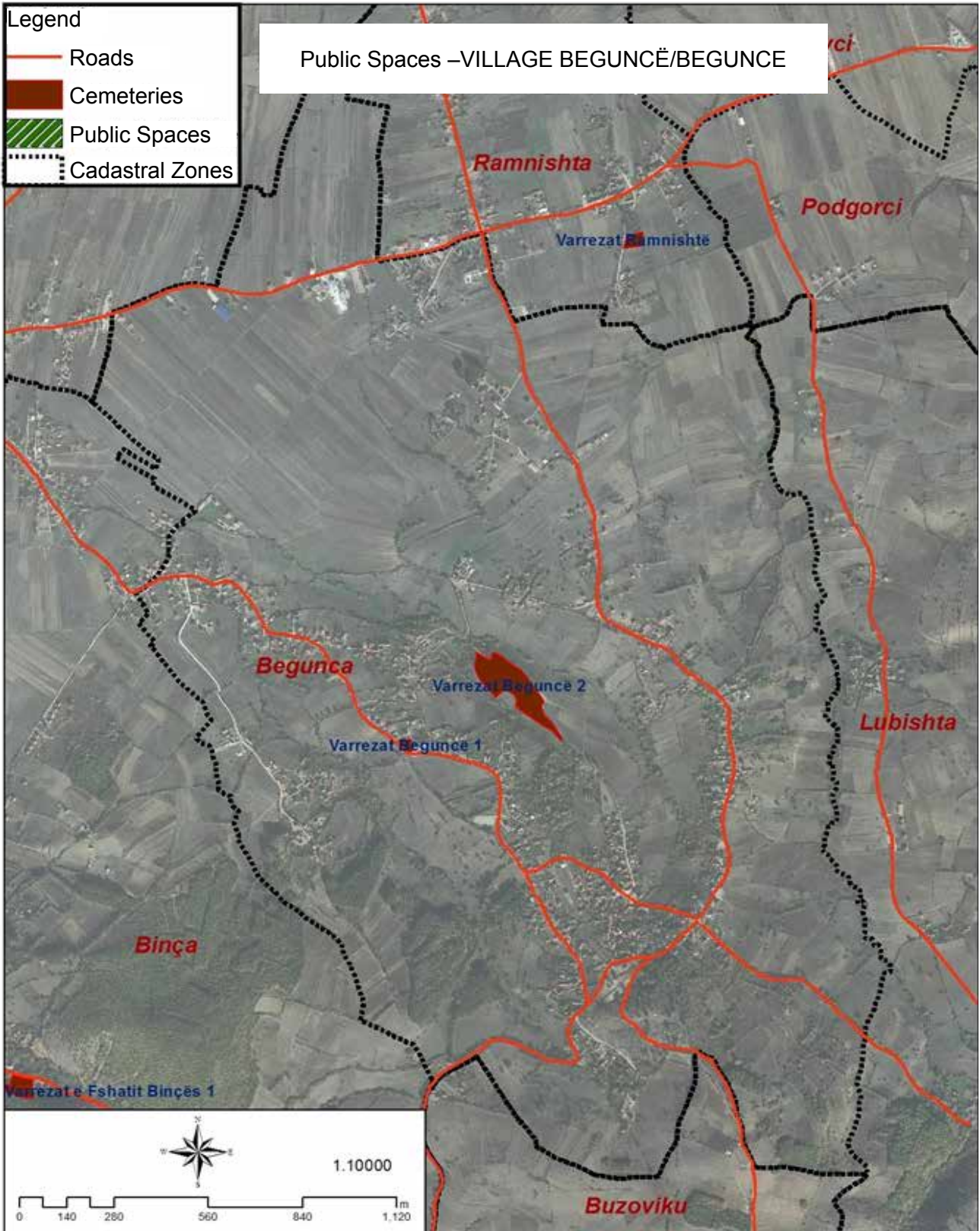
Annex 1: Thematic maps

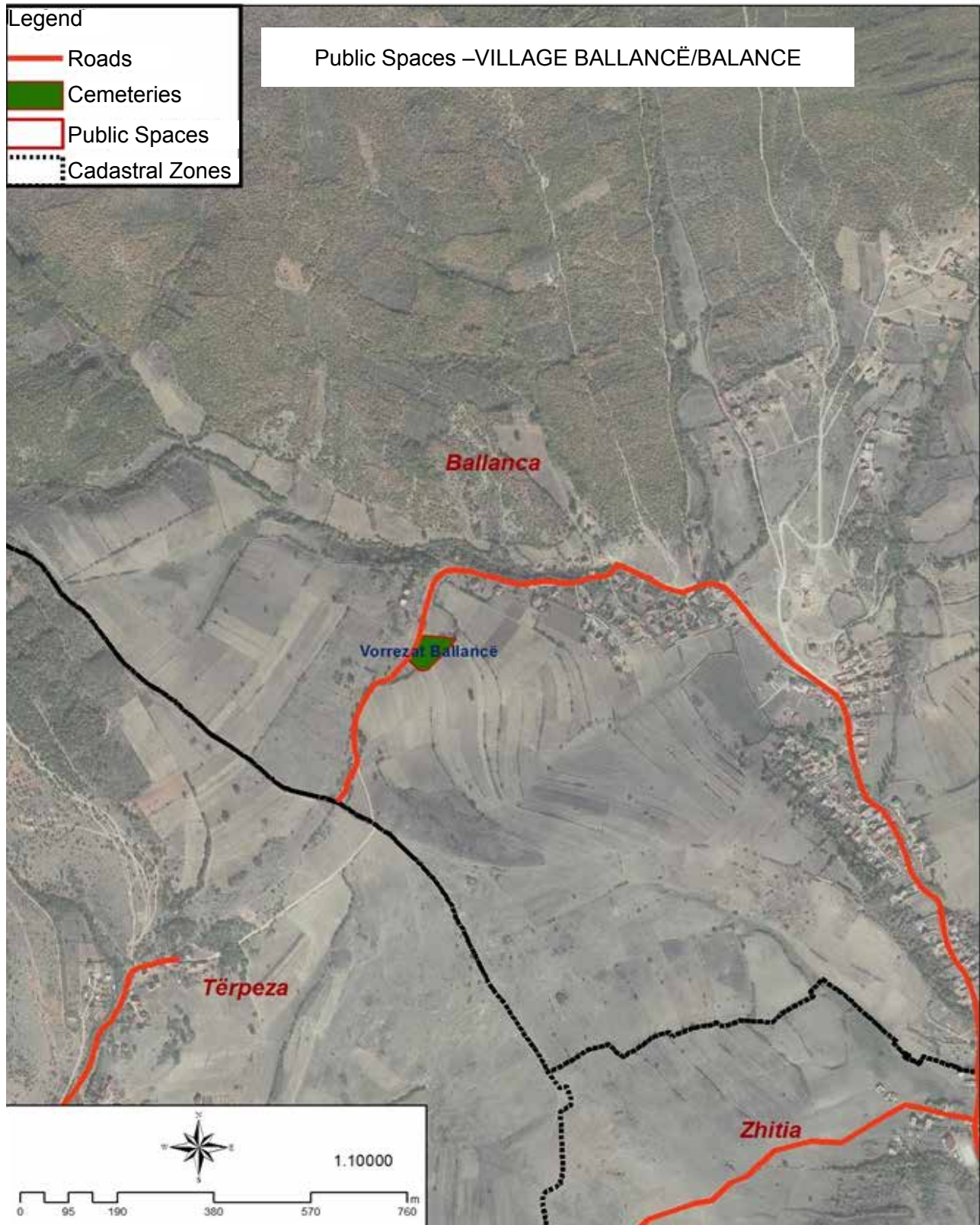
Annex 2: Inventory –POSs Maintenance Plans individually – Tabular form

Annex 3: POSs monitoring form

Annex 4: Technical specifications / POSs Maintenance Standards

Annex 1: Thematic maps





Annex 4: Technical descriptions typical for POSs maintenance

The development of a comprehensive system that would support the municipal departments responsible for POSs maintenance has been considered as a pressing need. In order to support the municipality in establishing a standard approach at local level, two typical models/levels of maintenance have been proposed for implementation. Other models and elements can be further added to ensure that the maintenance program serves to guide the development of the POSs maintenance budget.

The difference between these two so-called maintenance models/levels lies in their approach towards POSs maintenance, in maintenance intensity and in the frequency of activities. Each of the described options can respond more or less accurately to different POSs. Maintenance unit prices may differ across locations or models due to engaged labor force, market price of materials, project level, duration, location humidity, POSs use intensity, etc.

It is recommended setting standard maintenance values with the aim of their unification across recurring cycles of the plan. The referred standard specifications in the future may serve as measurement criteria for POSs maintenance monitoring and evaluation.

Tab. 22: Maintenance – Maintenance standard by Model

1	Model I:
	The maintenance applied in high quality and diverse landscapes, referred to urban zones with high movement such as public squares, city centres, government spaces or parks with a high frequency of visitors.
1.1.	Grass areas - Grass height based on grass type/variety. Mowing at least once in every five days or more often (in three days). Ventilation as needed, but not less than twice a year. Replanting as necessary. Control of weeds as their presence shall not be more than 5% of the area.
1.2.	Fertilization - according to optimal requirements for a certain type and also to ensure adequate nutrition during the whole year. The percentage of nitrogen, phosphorus and potassium, according to the recommendations for service providers. Trees, shrubs and flowers to be fertilized as needed for optimal growth.
1.3.	Irrigation - automatic or manual spraying may be adequate. Frequency of application as needed and depending on rainfall, temperatures, and seasonal conditions.
1.4.	Collection of garbage/trash - At least once a day, 7 days a week and more often in spaces with high intensity of visits. Collection points and bins should be sufficient for receiving garbage without evident overflow.
1.5.	Pruning - The frequency depends on the type and variety of trees and shrubs, project requirements (shaped or natural). Pruning is done in the vegetation periods.
1.6.	Pests and diseases control - may be as follows: 1) preventive; according to any pre-determined program. 2) Correctional; by chemical or mechanical means to eliminate the problems observed. 3) Without applying any particular measure since no concrete damages have been noticed on the trees or greenery or since various insects do not significantly irritate. It is foreseen to prevent or detect the problems and avoid them at an early stage.

1.7.	Removal of snow - should commence immediately after having been accumulated at 5 cm thickness. Roads, paths and spaces for parking of vehicles are by no means allowed to be covered with snow longer than the midday of the following day after the snowfall stops. Application of salts and sand is considered appropriate to reduce the risk of injuries from sliding.
1.8.	Lighting - Maintenance must ensure the purpose of the project. Damaged systems must be repaired as soon as they are noticed. Replacement of bulbs should be made on the first working day after the reporting of the breakdown.
1.9.	Surfaces - Wiping, cleaning and washing the surfaces must be conducted so that the accumulation of sand, dirt and/or leaves shall not create unpleasant or uncertainty impression in the surface at any time. Wiping and colouring of stains on the existing structures must be applied whenever the surfaces are seen as damaged from weather conditions or they are consumed over time. Colouring of surfaces made of wood is conducted at least once a year. Stains from paved surfaces should be removed/cleaned or coloured within five days from the identification.
1.10.	Repairs - All constituent elements shall be repaired immediately after being noticed, if the replacement parts and workers are available. When repairs are critical and may present obstacles for users, the same may be extended for an appropriate period.
1.11.	Inspection - Inspections of surfaces by the person responsible should be carried out on daily basis.
1.12.	Flowers/flower beds - it is necessary to care for irrigation, fertilization, control of diseases and weeds at least once a week. A desirable standard should be the situation of fresh flowers and without weeds.
1.13.	Roof spaces for rest – are not always part of the projects but where they exist, they should be given special care and daily cleaning, especially on days with very high frequency of visits.
1.14.	Special content - elements such as fountains, springs with drinking water, sculptures, artwork, poles for placing the flags, controlling barriers, etc. may be part of integral projects and the same also require maintenance which for the first class spaces may be of relatively high orders.

Tab. 23: Maintenance – Maintenance standard by Model II

2 Model II:	
Average level of maintenance related to locations of average or low development, having average or low frequency of visits, with limited budgetary capacities for maintenance.	
2.1.	Grass areas - The height of the grass by type/variety. Mowing at least once in 10 days. Ventilation is not applied except if poor quality of the surface does not impose it or the fertilization of space. Replanting is conducted only in cases when large barren surfaces are observed. Control measures against weeds when more than 50% of small surfaces are covered with them, or when 15% or more of the total area is covered with poor quality.
2.2.	Fertilization - only when the grass cannot be developed normally. Rare fertilization, once a year. The suggested rate, half of the amount foreseen for spaces of the first class.
2.3.	Irrigation - Depending on the prevailing climate. Spaces rely on precipitation with possible complementary irrigation during dry periods. When it is necessary, frequency regulated would be one to two times (or maybe two to three times) a week.
2.4.	Collection of garbage/trash - At least two to three times a week. The highest frequency of usage may lead to a more frequent maintenance during the warm months of the year.
2.5.	Pruning - When it is necessary, for health reasons or for visual effects and images. For most of the trees and shrubs not more often than once in two or three years.
2.6.	Pests and diseases control - Only in case of any epidemic or based on serious complaints. Control measures can be applied when the tree existence is threatened or where the convenience of users is threatened.
2.7.	Removal of snow - based on the requirements under local laws but in general should be applied on the day after the snowfall. Some of the areas or paths may not be cleaned at all.
2.8.	Lighting - replacement of bulbs when noticed they are damaged/burned out or after damages were reported.
2.9.	Surfaces - Wiping based on complaints. Repair or replacement depending on the available budget.
2.10.	Repairs - Whenever the safety or function is questioned.
2.11.	Inspection - once a week.
2.12.	Flowers/flower beds - Only maintenance of perennial herbs.
2.13.	Roofed areas for rest - when they exist, they are maintained at least twice a week and even more often if needed.
2.14.	Special content - minimum maintenance considering the function and safety of users.



Republika e Kosovës
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AKTUALIZIME E DOKUMENTE : DOKUMENTE PËNDRË
KOMUNA E VITISË - OPSTINA VITINA

23.12.2016

NR. PROTOKOLLIT	DATA	NUMRI I VITINË	NUMRI I DOKUMENTIT
01-03/1708			



Komuna e Vitisë
Opstina Vitina
Municipality of Viti/na

Në bazë të nenit 12, paragrafi 12.1 dhe paragrafi 12.2 pika d) të Ligjit për Vetëqeverisjen Lokale të Kuvendit të Republikës së Kosovës, Gazeta Zyrtare Nr. 28/2008, nenit 36, paragrafi 36.2 pika d) të Statutit të Komunës së Vitisë Nr. 013/491, të datës 21.04.2011, Kuvendi i Komunës së Vitisë, në mbledhjen e mbajtur më 21.12.2016, miraton këtë:

V E N D I M

Për aprovimin e Planit të mirëmbajtjes së hapësirave të hapura publike në Komunën e Vitisë 2017-2021

Neni 1

Kuvendi i Komunës së Vitisë aprovon Planin e mirëmbajtjes së hapësirave të hapura publike në Komunën e Vitisë për vitin 2017-2021.

Neni 2

Pjesë përbërëse e këtij vendimi është Propozim Planit i mirëmbajtjes së hapësirave të hapura publike në Komunën e Vitisë për vitin 2017-2021, me nr. 02-07/1671 i datës 15.12.2016.

Neni 3

Për zbatimin e këtij vendimi dhe planit do të kujdeset Drejtoria për Urbanizim, Planifikim dhe Mbrojtje të Mjedisit dhe Drejtoria për Kadastër, Pronë dhe Gjeodezi.

Neni 4

Ky vendim hynë në fuqi 15 ditë pas regjistrimit në Zyrën e Protokollit të Ministrisë së Administrimit të Pushtetit Lokal, si dhe publikimit në web faqen e Komunës së Vitisë.

Vendimi u dorëzohet:

1. Drejtorisë për Urbanizim, Planifikim
2. Drejtorisë për Kadastër Pronë
3. Shërbimit të Kuvendit
4. Arkivit.

KUVENDI I KOMUNËS SË VITISË





Republika e Kosovës
Republika Kosova
Republic of Kosovo



Komuna e Vitisë
Opstina Vitina
Municipality of Viti/na

Pursuant to Article 12, paragraph 12.1 and paragraph 12.2, point d) of the Law on Local Self-Government of the Assembly of the Republic of Kosovo, Official Gazette no. 28/2008, Article 36, paragraph 36.2 point d) of the Statute of the Municipality of Viti/Vitina No. 013/491, dated 21.04.2011, the Assembly of Viti/Vitina Municipality, in its meeting held on 21.12.2016, adopts this:

D E C I S I O N

Approval of the Public Open Space Maintenance Plan in Municipality of Viti/Vitina, 2017-2021

Article 1

The Municipal Assembly of Viti/Vitina approves the Public Open Space Maintenance Plan in the Municipality of Viti/Vitina for 2017-2021.

Article 2

An integral part of this decision is the Draft Public Open Space Maintenance Plan in Municipality of Viti/Vitina for 2017-2021, with procurement no. 02-07/1671 dated 15.12.2016.

Article 3

The Department for Urbanism, Planning, and Protection of Environment and the Department for Cadastre, Property, and Geodesy are responsible for the implementation of this decision and of the plan.

Article 4

This decision enters into force 15 days after its registration in the Protocol Office of the Ministry of Local Government Administration, and after its publication on the website of the Municipality of Viti/Vitina.

The decision was delivered to:

1. Department for Urbanism, Planning
2. Department for Cadaster, Property
3. Assembly Administration Service
4. Archives.

ASSEMBLY OF MUNICIPALITY
OF VITI/VITINA

C H A I R M A N
Naim Pira

/Signed and stamped/

Public Open Spaces
Maintenance Plan
2017-2021
Municipality of Vitia/Vitina



HELVETAS
Swiss Intercooperation

KOSOVO



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Swiss Cooperation Office Kosovo