



Intersection Murals, Artwork in the ROW *Application Information*

What are Intersection Murals?

Intersection Murals and Artwork in the Right of Way (ROW) are a placemaking opportunity to use art to bring a community together with a vision for improving public spaces. Intersection Murals are intended to be low-cost, temporary installations that are installed and maintained by an external agency in partnership with the City and County of Denver. The process outlined in this document is to be followed for an intersection mural's installation and any subsequent maintenance opportunities.

Denver Department of Transportation and Infrastructure (DOTI) reviews and assists with the permit process on behalf of community organizations to perform intersection mural installations. The first three pages of this documentation provides useful background information, with the application on pages four and five. This application does not replace the required permits necessary to perform an activity in the City's right of way, and additional permits may require more time to complete than Denver Department of Transportation and Infrastructure (DOTI) requires.

How to Apply

STEP 1 REVIEW AND COMPLETE THIS APPLICATION

Review the information provided on pages 1-3 of this document.

Required application attachments are outlined on page 4. Fill out all fields on page 4, review the agreements on page 5 and make sure to sign the application.

STEP 2 SUBMIT APPLICATION

Submit signed application and attachments to communitystreets@denvergov.org

STEP 3 DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE (DOTI) REVIEW

Department of Transportation and Infrastructure (DOTI) staff will respond to the application to verify receipt and begin a thorough review of your application. A general application permit process timeline is on page 3.



Department of Transportation & Infrastructure
201 W. Colfax Ave, Dept 508
Denver, CO 80202

denvergov.org/communitystreets
communitystreets@denvergov.org

General Guidelines

- This application must be submitted 60 days prior to the proposed installation date.
- The project's installation duration is limited to one (1) to three (3) days.
- A Traffic Control Plan (TCP) and Revocable Street Occupancy Permit (RSOP) must be issued to perform your demonstration. The Traffic Control Plan must adhere to the Manual for Uniform Traffic Control Devices (MUTCD) which is governed by the Federal Highway Administration (FHWA) standards and specifications. The TCP must be developed by a barricade company that is in good standing with the City.
- Outreach in the form of door-to-door flyers/notifications are required for intersection mural installation. Properties immediately adjacent to the installation must be notified and their signatures collected to ensure that they are aware of project impacts.
- Project location, materials, and designs are all required to be approved by the City Traffic Engineer before being approved to apply for a Revocable Street Occupancy Permit.
- Depending on the scope of your project, your Project Team may require additional permits (e.g. Parking Meter Bagging Permits) to host your project.

Guidance on additional permit information, creating Traffic Control Plans, and applying for Revocable Street Occupancy Permits can be found here: <https://www.denvergov.org/content/denvergov/en/right-of-way-services/permits.html>

Location Requirements

- Appropriate project locations are on roadways classified as a local or collector roadway. No arterial roadways or state highways will be approved.
- Maps can be provided that identify local and collector roadways to help your project team identify a location. Projects should also confirm the additional requirements below to increase your project locations chance of being approved:
 - Locations must have stop signs as traffic control in a two-way or four-way control pattern. Project locations at traffic signals will not be approved at this time.
 - Street lighting is required to ensure visibility to anyone traveling on/around the facility at night.
- Projects should be limited to a specific intersection or city block. No corridor-wide projects.
- Access must be maintained to all public facilities, including bus stops/routes, bicycle facilities, utilities, emergency services, private property, and other public access needs during installation.

Materials & Installation

- Applicant must agree to install, maintain, and completely remove all materials at the end of the installation. The project may require certified flaggers to provide traffic control during set-up and tear-down.
- ADA Accessibility must be maintained during and after installation of the project.
- Materials require approval by Department of Transportation and Infrastructure (DOTI) and the City Traffic Engineer.



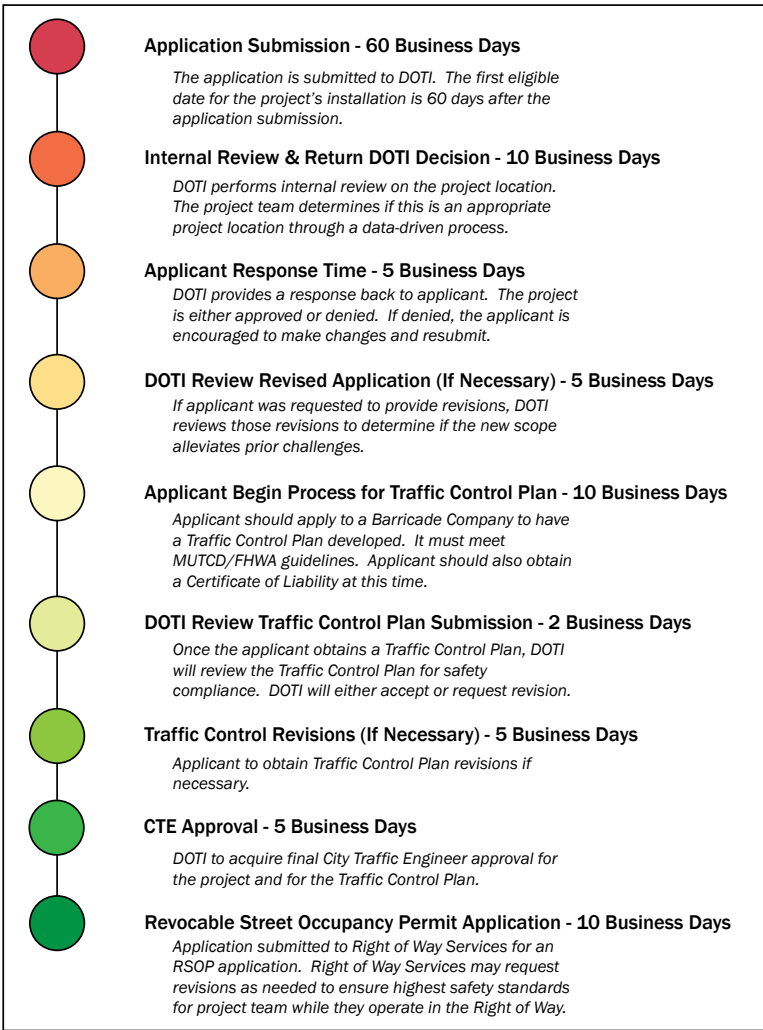
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Artwork Requirements

- Artwork shall not contain white, yellow, or red colors in a way that the artwork’s colors could be confused with traffic control devices. No MUTCD reserved colors may be used.
- No logos, text, or advertising are permitted.
- No octagons, triangles, or any other shape that could be confused with a traffic control device or a directional marking (e.g. directional arrow).
- A buffer of two feet must remain from any regulatory roadway striping. This buffer must also be maintained from stormwater drainage devices.
- Artwork will be installed at a location with sufficient lighting to enhance visibility in low-light conditions.
- Traffic Signal Cabinets can be painted, provided any key holes and vents remain clear and unobstructed. Additionally, no words, advertising, and no controversial artwork can be used.
- Artwork cannot be painted on any side of a curb and paint cannot be applied in a curb ramp.
- Street-grade paint must provide a non-slip surface for pedestrians and be non-reflective.
- Final artwork and materials must be reviewed and approved by Denver Department of Transportation and Infrastructure (DOTI).

General Timeline



This timeline outlines Denver’s Department of Transportation and Infrastructure (DOTI) permitting process for pop-up demonstrations and intersection murals.

The timeline is intended to provide a generalized framework to assist communities and organizations as they prepare for a pop-up demonstration’s or an intersection mural’s installation.

The timeline is designed to be flexible and allow for unforeseen circumstances as a contingency.

If at any point you have questions about an application or a general inquiry about a project, please contact the Community Streets Team by e-mail: CommunityStreets@denvergov.org

Note: This timeline does not account for the needs of the neighborhood to organize, perform outreach, coordinate volunteers, or collect materials needed for the project’s success. This timeline assumes the neighborhood has completed enough work to have an application ready for submission.

Some recommendations to help your group organize:

- Identify a Project Team, and assign roles and responsibilities to eager volunteers
- Create a scope of work for your project so that expectations are clear, a budget can be set (if needed), and community outreach can be addressed at a reasonable time
- Create a project timeline to help your Project Team identify major milestones to create achievable goals.



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Intersection Mural, Artwork in the ROW Project Application

Complete All Fields Below:

Part One:

Project Information

Proposed Location: _____

Alternate Location #1: _____

Alternate Location #2: _____

Anticipated Installation Date: _____

Anticipated Right of Way Occupation: _____

Contact Information

Applicant Information (best contact):

Name: _____

Address: _____

Phone: _____

Email: _____

Project Team Information (typically an Registered Neighborhood Organization (RNO) or Business Improvement District (BID):

Name or Organization: _____

Address: _____

Phone: _____

Email: _____

Part Two:

Attachments to the Application

Attach a brief project narrative to tell your project’s unique story. The narrative should include:

- Project Summary,
- Project Goals,
- Proposed Project Location,
- An aerial with a site plan outlined with installation materials identified (preferred format is PDF, but can also be in a Microsoft PowerPoint or Word file, or an Image File (e.g. JPEG, PNG)
- An install and removal plan, outlining safety guidelines to be followed.

A project application’s submission begins the 60-day review period. A project cannot have an installation date before the expiration of or during the 60-day review period. The review period adheres to the timeline provided on page 3 of this document and ensures that an applicant has enough time to work through Department of Transportation and Infrastructure (DOTI) permitting and approval process.



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Applications without the above attachments will not be approved and will be returned to the applicant.

Part Three: Maintenance and Permit Holder Agreement

1. Intersection Mural permit holders are responsible for installing and maintaining the Intersection Mural artwork. The applicant understands that the City will not maintain the artwork, will not replace the Intersection Mural artwork if it fades, is damaged, or is not adequately maintained.
2. Intersection Mural permit holders understand that roads are subject to repaving, repair, and maintenance at anytime and that the City will not be held responsible for replacing the artwork shall this occur. Maintenance notifications are not required to be issued to the permit holder.
3. Failure to maintain the approved Intersection Mural will result in the intersection being returned to its prior condition upon repaving the street or during regularly scheduled maintenance.
4. Intersection Mural permit holders understand that the permits that are issued are revocable. If the permitted Project Team does not adhere to conditions outlined and approved in the Traffic Control Plan or operations pose a risk to the Project Team members, volunteers, or the general public, the permit will be revoked at DOTI's discretion.
5. At the program's discretion, additional responsibilities may be stated on the Revocable Street Occupancy Permit.
6. No modification shall be made to any Intersection Mural Project installation that was authorized by a Revocable Street Occupancy Permit without prior approval from the City Traffic Engineer.
7. A Traffic Control Plan and Revocable Street Occupancy Permit must be obtained at the expense of the applicant every time the artwork requires maintenance.
8. Right-of-way must be returned to prior condition with all installation materials removed by the date and time indicated on the Revocable Street Occupancy Permit.
9. Failure to adhere to these permitted responsibilities may result in the issuance of administrative citations, immediate removal of the project, and revocation of the street occupancy permit.

Part Four: Indemnity Agreement

As a condition of the permit requested, the permit holder, and any volunteer performing work under the permit agrees to defend, indemnify, reimburse and hold harmless the City, its appointed and elected officials, agents and employees for, from and against all liabilities, claims, judgments, suits or demands for damages to persons or property arising out of, resulting from, or relating to the work performed under the permit ("Claims"), unless such Claims have been specifically determined by the trier of fact to be the sole negligence or willful misconduct of the City. This indemnity shall be interpreted in the broadest possible manner to indemnify City for any acts or omissions of the holder of the permit or its subcontractors either passive or active, irrespective of fault, including City's concurrent negligence whether active or passive, except for the sole negligence or willful misconduct of City.

By submitting this application, I understand and agree to the above agreements as conditions of the permit requested.

Signed: _____ **Date:** _____

Applications must be signed to be reviewed by Department of Transportation and Infrastructure (DOTI) Staff



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