

**MANDAN ARCHITECTURAL REVIEW
COMMISSION APPLICATION FOR MURALS
PHONE 667-3248**

APPLICATION INFORMATION:

1. **Building Address:** _____

2. **Name of Property Owner:** _____

Mailing Address: _____

Phone (Cell): _____ **(Office):** _____

Email: _____

3. **Name of Artist:** _____

Mailing Address: _____

Phone (Cell): _____ **(Office):** _____

Email: _____

4. **Name of Applicant (if different than artist/owner):**

Mailing Address: _____

Phone (Cell): _____ **(Office):** _____

Email: _____

5. **Estimated Start Date:** _____ **Estimated Completion Date:** _____

ADDITIONAL SUBMITTALS :

Non-affixed Mural

- a. Proposed materials to be used for the non-affixed mural.
- b. Proposed maintenance plan to address degradation due to time, weather, and other exposures.
- c. Written acknowledgement of understanding of the requirements as set forth in this section.

Affixed Mural

- a. **Proposed maintenance plan to address degradation and structural integrity concerns of the mural fixture due to time, weather, and other exposures.**
- b. **Proposed means, methods and materials to be used to securely and safely affix the mural to the structure.**
- c. **Proof of any necessary completed building permit application, fee, and other information required by the building inspection department in relation to the mural fixture.**
- d. **Written acknowledgement of understanding of the requirements as set forth in this section.**

Color Rendering or Photograph (Both Non-affixed and Affixed Murals):

Within seven days of the date of completion of the mural for which a permit has been granted, the permittee shall provide the planner or planner's designee a color rendering or a sufficient number of photographs of the completed mural that faithfully represent the following:

- a. **The color rendering of the mural;**
- b. **Dimensions of the mural;**
- c. **Dimensions of the mural area; and**
- d. **Location on the structure.**

Non-refundable Application Fee of \$50

**** The failure to comply with any part of this section may subject the property owner to the penalties and processes set forth in Chapter 26 Municipal Code Enforcement.**

By signing this application, I acknowledge it is the responsibility of the property owner to conform to the attached standards as set forth in Mandan Code of Ordinances Section 105-1-17 (a) (11).

Property Owner: _____ Date: _____

Acknowledgement of Understanding of Requirements and Responsibilities

Read the following portion of the Mandan Municipal Code governing murals. These regulations must be followed or the property owner(s) may be cited for a violation by code enforcement.

Sec. 105-1-17. - Public art.

(a) *Murals:*

- (1) *Purpose.* It is the purpose of this section to promote art within the City of Mandan while preserving significant architectural elements and an orderly appearance, preserving public safety, traffic and pedestrian safety, as well as preserving property values. This section applies to all commercial, industrial, and downtown districts. Murals are not regulated in residential districts.

- (2) *Definitions.* The established definitions are for purposes of this section only.

Mural means a hand-painted or hand-tiled work of visual and original art that is either affixed to or painted directly on the exterior of a structure with the permission of the property owner. A mural does not include any display containing an electrical or mechanical component and does not include any changing image art display.

Mural area means the portion of a structure that is generally free of windows, doors, or major architectural elements or details.

Mural size means the smallest rectangle containing the art which encompasses all of the letters, designs, and symbols therein.

Structure means fence or window, door, or wall of a building, where a mural will be applied directly or affixed.

- (3) *Permit required.* A permit is required for any new mural application proposing a mural viewable from any public street, trail, park, or other right-of-way. A mural applicant may submit a complete application and any necessary non-refundable application fee to the planner or the planner's designee and shall await receipt of the permit prior to beginning work applying the proposed mural to the structure. A permit shall be tied to the mural for which it is being applied.
- (4) *Revocation.* A permit may be revoked by the planner or the planner's designee because of non-compliance with the permitting process, because of non-compliance with this section, or because of substantial degradation of the original artwork as measured against the submitted color rendering or photographs, whether the cause of such substantial degradation is due to a lack of maintenance or exposure to time or weather. A mural shall be removed and the structure brought back into substantial conformity of the original aesthetic of the structure, unless it is brought back into conformity with the submitted color rendering or photographs within 60 days of the issuance of written notice by the city. If it cannot be brought into such

conformity within 60 days due to weather, artist unavailability, or other extenuating circumstance, an extension may be granted by the planner or the planner's designee.

- (5) *Revocation due to vandalism.* If the artwork is vandalized resulting in substantial degradation of or damage to the artwork, the mural shall be removed and the structure brought back into substantial conformity of the original aesthetic of the structure, unless it is brought into conformity with the submitted color rendering or photographs within six months from the date of the issuance of written notice by the city. If it cannot be brought back into such conformity within six months due to weather, artist unavailability, or other extenuating circumstance, an extension may be granted by the planner or the planner's designee.
- (6) *Appeal.* An applicant may appeal a denial or a conditional approval of a permit, or a permittee may appeal a revocation of a permit, by timely request for a hearing before the board of city commissioners. The request for hearing must be received by the city planner or the planner's designee within ten business days following the date of the notice of revocation, conditional approval, or denial. The board of city commissioners shall hold a hearing on the applicant's or permittee's request for appeal hearing and shall render a final decision on the matter at or within a reasonable time after said hearing. A separate, non-refundable appeal fee may be required as established by the board of city commissioners.
- (7) *Non-affixed mural application.* In order to obtain necessary permission for a non-affixed mural, which is typically applied by painting, an applicant may submit a complete application to the planner or the planner's designee. Upon receipt of the complete application for a mural that satisfies the standards, the planner or planner's designee shall seasonably issue the permit and shall provide the applicant with a copy of the mural standards set forth in this section. A complete application for a non-affixed mural permit shall include:
 - a. General form established by staff to document applicant, property owner, artist, and property information, including necessary signatures demonstrating owner permission.
 - b. Proposed materials to be used for the non-affixed mural.
 - c. Proposed maintenance plan to address degradation due to time, weather, and other exposures.
 - d. Written acknowledgement of understanding of the requirements as set forth in this section.
- (8) *Affixed mural application.* In order to obtain necessary permission for a mural affixed to a structure, whether mechanically or by some other construction method, an applicant may submit a complete application to the planner or the planner's designee. Upon receipt of the complete application for a mural that satisfies the standards, the planner or planner's designee shall seasonably issue the permit and shall provide the applicant with a copy of the mural standards set forth in this section. A complete application for an affixed mural permit shall include:
 - a. General form established by staff to document applicant, property owner, artist, contractor, and property information, including necessary signatures demonstrating owner permission.
 - b. Proposed maintenance plan to address degradation and structural integrity concerns of the mural fixture due to time, weather, and other exposures.

- c. Proposed means, methods and materials to be used to securely and safely affix the mural to the structure.
- d. Proof of any necessary completed building permit application, fee, and other information required by the building inspection department in relation to the mural fixture.
- e. Written acknowledgement of understanding of the requirements as set forth in this section.

(9) *Timing of decision and period of review.* The planner or planner's designee shall seasonably inform the mural applicant of any additional information required to complete the application, to complete the planner's or planner's designee's review of the application, or to complete any necessary further review and decision by the MARC or building inspection department. If a complete mural application is not approved, such decision shall be accompanied by reasons within any correspondence to the applicant. Reasons for conditional approval or denial may only include non-conformity with the standards set forth in this section.

To the extent MARC or building inspection department review should be necessary to decide whether the application does or does not meet the standards set forth under subparagraphs (a)(11)c. or d. of this section or other sections of the Mandan Code of Ordinances, the planner or planner's designee must forward the application in a timely manner to the MARC or building inspection department such that a decision can be timely rendered. Any decision by the MARC or the building inspection department is subject to appeal pursuant to paragraph (a)(6) of this section.

To the extent a complete mural application is received and no additional review or action by the MARC or building inspection department is necessary, the planner or planner's designee shall provide approval, conditional approval, or denial of the application within ten days of receipt of any review decision by the MARC or the building inspection department.

(10) *Submitted color rendering or photographs.* Within seven days of the date of completion of the mural for which a permit has been granted, the permittee shall provide the planner or planner's designee a color rendering or a sufficient number of photographs of the completed mural that faithfully represent the following:

- i. The color rendering of the mural;
- ii. Dimensions of the mural;
- iii. Dimensions of the mural area; and
- iv. Location on the structure.

(11) *Standards.* The following standards shall apply to both affixed and non-affixed murals.

- a. A mural shall not contain illustrations or text that are obscene or incite violence, as those terms are defined by the United States Supreme Court.
- b. A mural shall not be installed on any original facade of a building listed as a contributing structure of an historic district or independently listed on the National Historic Register, unless the mural may be attached to a removable panel without damage to the underlying historic facade and the manner of affixture does not constitute a safety hazard.

- c. A mural may not be applied to, cover over, or obscure significant architectural elements or significant building materials, including, but not limited to, any balustrade, colonnade, column, cornice, cresting, entablature, frieze, grille, latticework, lintel, lunette, molding, parapet, relief, or spandrel, or any structure or part thereof constructed of stone, cut stone, marble, granite, or glass block.
- d. Mural materials and application processes shall be appropriate to the environment, the structure and surface upon which the mural will be applied to ensure durability and longevity of the mural, and so as not to impede building use, occupant safety, public and pedestrian safety, or traffic safety.
- e. The city has lawful aesthetic, public safety, pedestrian and traffic safety interests in minimizing excessive distractions that are directly observable to pedestrian and automotive traffic. Where it is reported or documented that a mural caused: two or more traffic accidents and/or a significant increase in traffic infractions or traffic or pedestrian disruptions, a mural permit is subject to revocation and the property owner is subject to enforcement, as set forth in this section.
- f. No mural shall extend beyond the building or structure to which it is painted or affixed or otherwise interfere with the functionality of other components supporting the use of the building or structure. These other components include, but are not limited to, existing signs, external lighting, utilities, sidewalks, parking, building or street address, and ingress/egress.
- g. A mural shall be a two-dimensional medium, except for minor three-dimensional surface variations of the structure on which the mural is directly applied.

(12) *Non-compliance.* The failure to comply with any part of this section may subject the property owner to the penalties and processes set forth in Chapter 26 Municipal Code Enforcement.

(13) *Severability.* If any part, sentence, phrase, clause, term, or word in this section of Mandan Code of Ordinances relating to public art is declared invalid or unconstitutional by a valid court judgment or decree of any court of competent jurisdiction, the declaration of such unconstitutionality shall not affect the constitutionality of or lawfulness of the remainder of this section, the Mandan Code of Ordinances, or any other Mandan regulation regulating signage, billboards, murals, or public art.

By signing below, you acknowledge that you understand the requirements outlined in Section 105-1-17 (a) related to murals.

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____