

PURPOSE

For mural artwork to be placed on or over City Right-of-Way property, such as walls, bridges, or under passes.

REQUIRED DOCUMENTS

Please submit the following in a complete application package:

- Completed Application Form**
- Mural Concept Sketch or Rendering:** Include location, dimensions, materials, and any text
- Site Map/Photo with Red Cloud Annotation:** Show mural location clearly with nearby street names
- GIS Data (if available):** ESRI format preferred, but a clear aerial view is acceptable for murals
- Letter from Sponsor Confirming Sponsorship** (see guidelines below)

SUBMISSION PROCESS

1. Send this completed form via e-mail to RightOfWay.Encroachment@houstontx.gov and Cultural.Affairs@houstontx.gov. Incomplete submissions or mismatched project details will result in denial.
2. The City reviews the application and required documents and will contact you for any corrections or questions. If approved, the City issues an Encroachment Permit.

APPLICATION FORM

OWNER INFORMATION

Name: _____ Phone: _____ Email: _____

Address: _____

APPLICANT/ARTIST INFORMATION

Name: _____ Phone: _____ Email: _____

Address: _____



MURAL LOCATION DETAILS

Address: _____

Street(s) mural faces: _____

Is this mural on: Wall Bridge/Underpass Fence Other: _____

Dimensions (ft): Height _____ x Width _____

Does the mural include text or logos? Yes No

If **yes**, describe:

Method of Installation:

Paint Paste/Vinyl Wrap Other: _____

3. Liability Acknowledgment

By signing and submitting this application, the applicant acknowledges and agrees to the following:

- The applicant shall assume full responsibility for the design, installation, and maintenance of the mural.
- The City of Houston is not responsible for any damage(s) to the mural or any injuries, losses, or claims that arise out of or in connection with the mural installation or its presence in the right-of-way.
- The applicant shall indemnify, defend, and hold harmless the City of Houston, its officers, agents, and employees from and against any and all claims, liabilities, damages, or causes of action arising out of or related to the mural installation, maintenance, or removal.
- The applicant is responsible for ensuring the mural complies with all applicable laws, codes, ordinances, and property rights.
- The City of Houston reserves the right to remove, alter, or cover the mural at any time as necessary for the inspection, maintenance, repair, or improvement of public infrastructure. The City shall not be liable for any damage to the mural resulting from such activities.
- If the mural is removed or altered by the City for maintenance or public work purposes, the applicant shall be responsible for restoring the mural at their own expense.

Printed Name: _____

Applicant Signature: _____ Date: _____



NOTARY PUBLIC USE ONLY

State of _____ §
County of _____ §

Subscribed and sworn before me this _____ day of _____, 20____, by
_____ (Applicant's Full Name),
who is personally known to me or has produced _____ as identification.

Notary Public Signature: _____ Printed Name: _____
My Commission Expires: _____
Seal:

CITY REVIEW & APPROVAL (FOR OFFICIAL USE ONLY)

Approved under Permit # _____ **Denied**

Conditions of Approval (if any) or Reason for Denial (if applicable):

Reviewer Name: _____

Title: _____

Date: _____

GUIDELINES FOR PUBLIC ART ON THE CITY OF HOUSTON RIGHT-OF-WAY**Eligibility Requirements****1. Sponsorship Requirement:**

- Every public art project must be sponsored by an eligible organization.
- Eligible sponsors include:
 - City of Houston Departments
 - City Council Offices
 - School Districts (ISDs)
 - Management Districts
 - Tax Increment Reinvestment Zones (TIRZ)
- The sponsoring organization must be capable of entering into a formal agreement with the City of Houston.

2. Sponsorship Letter:

- The sponsor must provide a formal letter confirming their support.
- The letter must include:
 - Type of project (e.g., mural on a bridge)
 - Exact location (including street name, block number, and/or intersection)
- The project details in the letter must exactly match those provided in the application. If there are discrepancies, the request will be denied.

3. Eligible Structures:

- Public art is allowed on:
 - Walls
 - Bridges and underpasses
 - Electrical cabinets
 - Bridge trailheads



- Public art on the following elements will be reviewed case-by-case due to potential safety issues:
 - Sidewalks
 - Crosswalks
 - Traffic signals
 - Sign poles
 - School zone beacons

4. Maintenance Agreement:

- Required for murals on bridges, streets, or pavement.
- The agreement must state that the sponsor is responsible for:
 - Ongoing maintenance of the artwork
 - Ensuring it remains visible, clean, and intact
 - Prompt restoration if it becomes faded, damaged, or defaced
- If the artwork is not properly maintained, the City of Houston has the right to remove it without notice.

Design and Placement Guidelines

Public art should:

- Be **site-appropriate**, considering the surrounding community and physical environment.
- Be **proportional** to its surroundings in size, scale, and placement.
- Be made of **durable materials** that are weather-resistant and suitable for outdoor public display.
- Be located **outside traffic clear zones**, meaning it should not obstruct visibility or safety for pedestrians, cyclists, or motorists.
- Be placed where it can be **safely accessed** for maintenance without disruption to traffic or infrastructure.

During Installation:

- The artist(s) must wear a **high-visibility safety vest** and comply with any other safety protocols required by the City.



Prohibited Content and Features

To maintain public safety, aesthetic standards, and neutrality in public spaces, public art must NOT contain:

1. Text or Messages:

- Religious, political, commercial, or private messages
- Business names, logos, trademarks, or slogans
- Personal contact info (phone numbers, addresses, websites)

2. Imagery:

- Realistic depictions of identifiable people (abstract/silhouettes may be considered on a case-by-case basis)
- Obscene, explicit, or adult content
- Symbols or imagery that may be offensive or discriminatory

3. Structural/Visual Features:

- Reflective or highly glossy materials that could distract drivers
- Lighting that impairs visibility for motorists (blinking, flashing, moving lights, LED displays)
- Kinetic (moving) elements or simulated movement
- Water features of any kind
- Use of colors resembling **official traffic control devices** (e.g., red/yellow/green patterns)

4. Physical Impact:

- Placement that requires:
 - Pruning or removal of trees or roots
 - Alteration of natural features like rocks
 - Disruption of irrigation, drainage, or other utility systems
- Placement that **obstructs, mimics, or interferes with:**
 - Official traffic control signs or signals



- Airspace above roadways
- Pedestrian or vehicular traffic flow
- City maintenance access or emergency access routes

Acceptable



Artwork by Adele Renault

Acceptable



Artwork by Rachel Kaiser

DISCLAIMERS

- The City of Houston reserves the right to **deny any application**.
- The City may **remove or alter any artwork** without notice due to safety, deterioration, or conflicts with public works.
- Approval may be revoked if the artwork deviates from the approved rendering or guidelines.

