MURAL PERMIT APPLICATION #

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TOWN OF LAKE PARK
COMMUNITY DEVELOPMENT DEPARTMENT

MURAL PERMIT APPLICATION

APPLICANT: Pursuant to Section 71-41 of the *Town of Lake Park Code of Ordinances*, a Mural Permit Application is required for the placement of a mural on the exterior walls of a non-residential building.

ADDRESS/SITE OF PROPOSED MURAL:

_____

PROPOSED DURATION FOR DISPLAY OF MURAL:

_____

Please note the duration of the mural must be approved by the Town Commission, but shall not exceed 5 years. A $250 fee will be due for each 12-month period the mural is displayed beyond the first 12 months and payment will be required following the Town Commission's initial conceptual review of the proposed mural.

APPLICANT INFORMATION (must be the Building Owner):

Name: _____

Address of Property Owner: _____

State/Zip Code _____

Phone: _____ Alternate Phone: _____

Fax Number: _____

E-Mail Address: _____

IF THE APPLICANT IS A CORPORATION, LLC, OR PARTNERSHIP, PLEASE PROVIDE:

Name of Principal Officer:

_____

Address of Principal Officer:

_____

PLEASE NOTE: ***If the Applicant is a Corporation, LLC or Partnership, evidence of Public Liability Insurance in the amount of $1,000,000.00 must be submitted and must be maintained throughout the life of the mural. The Applicant must be in good standing with the Town of Lake Park and Palm Beach County without any pending code enforcement matters in order to be considered for a mural permit.***

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STEP 1:

REQUIREMENTS FOR INITIAL SUBMITTAL - TOWN COMMISSION APPROVAL OF THE PROPOSED LOCATION WILL BE REQUIRED

1. **ADDRESS OF THE SUBJECT BUILDING AND DIMENSIONED (IN FEET) ELEVATION DRAWING AND PHOTO OF THE WALL WHERE THE MURAL IS TO BE LOCATED, ALONG WITH IDENTIFICATION OF THE MURAL WALL AREA IN FEET.**

2. **A SURVEY IDENTIFYING THE PROPERTY BOUNDARIES.**

3. **AN AERIAL IMAGE OF THE SITE IDENTIFYING THE SURROUNDING PROPERTIES, THEIR EXISTING USE AND DISTANCE (MEASURED IN FEET) FROM THE APPLICANT'S SITE.**

4. **A NOTARIZED STATEMENT FROM THE PROPERTY OWNER INDICATING THAT THE BUILDING WHERE THE MURAL IS TO BE PLACED IS IN COMPLIANCE WITH APPLICABLE LAWS AS DEFINED WITHIN TOWN CODE SECTION 71-41 AND A STATEMENT INDICATING THAT THE PROPERTY DOES NOT HAVE ANY OUTSTANDING CODE VIOLATIONS PENDING, OR LIENS RECORDED, OR PAST CODE VIOLATIONS.**

5. **PROVIDE A LIST OF ALL PROPERTY OWNERS WITHIN 300' OF THE BUILDING PROPOSED FOR A MURAL, TOGETHER WITH ADDRESS LABELS AND A $100 ESCROW DEPOSIT TO FUND THE CERTIFIED MAILOUT (if more is required the Applicant will be notified). THE CERTIFIED LETTER WILL INCLUDE THE FIRST TOWN COMMISSION MEETING DATE ALONG WITH THE SECOND TOWN COMMISSION MEETING DATE (Staff will discuss the timeline with the Applicant following initial submittal).**

STEP 2:

ADDITIONAL REQUIREMENTS FOR SUBMITTAL FOLLOWING TOWN COMMISSION INITIAL APPROVAL – FINAL TOWN COMMISSION APPROVAL WILL BE REQUIRED

1. **A COLORED DRAWING OR COLORED COMPUTER SIMULATION DEPICTING THE MURAL FACE.**

2. **TWO (2) PHOTOGRAPHS OR TWO (2) COMPUTER SIMULATIONS DEPICTING THE WALL AND THE MURAL SUPERIMPOSED ON THE WALL.**

3. **PAYMENT OF AN INITIAL NON-REFUNDABLE ADMINISTRATIVE PERMIT FEE IN THE AMOUNT OF $250.00. (A WRAP-AROUND WALL MURAL SHALL BE CONSIDERED UNDER A SINGLE MURAL PERMIT. IF MURALS ARE PROPOSED ON MORE THAN ONE BUILDING WALL AND ARE NOT A CONTINUATION OF ONE ANOTHER, SEPARTE MURAL PERMITS AND FEES WILL BE REQUIRED)**

4. **A CASH SECURITY DEPOSIT OF $1,500.00 IS REQUIRED IN THE EVENT THE APPLICANT IS DETERMINED BY THE TOWN'S SPECIAL MAGISTRATE TO BE IN VIOLATION OF CODE SECTION 71-41 AND ANY FINES ASSESSED BY THE SPECIAL MAGISTRATE ARE NOT PAID WITHIN THIRTY (30) DAYS OF THE ORDER.**

5. **COMPLETION OF THE TOWN'S *INDEMNITY AND HOLD-HARMLESS AGREEMENT (will be provided following initial approval).***

***PLEASE NOTE:** Upon the approval of the Mural Permit Application by the Town Commission, the Applicant shall have 60 days to install a mural at the approved site. Should the permittee fail to install the mural within the 60-day period, the Community Development Department shall rescind the Mural Permit.*

APPLICANT SIGNATURE: ***Acknowledging all the requirements of this Application***: _____

DATE: _____

REVIEW/APPROVALS:

TOWN PLANNER:

_____ **Are minimum distance separation requirements met?**

_____ **Are size requirements met?**

COMMENTS: _____

_____

TOWN PLANNER SIGNATURE: _____

DATE: _____

COMMUNITY DEVELOPMENT DIRECTOR:

COMMENTS:

_____

_____

COMMUNITY DEVELOPMENT DIRECTOR SIGNATURE:

_____

DATE OF APPROVAL PRIOR TO SUBMITTAL TO TOWN COMMISSION:

_____

TOWN COMMISSION REVIEW/APPROVAL:

INITIAL TOWN COMMISSION MEETING DATE:_____

FINAL TOWN COMMISSION MEETING DATE:_____

APPLICATION APPROVED: RESOLUTION #_____**DATE:**_____

APPLICATION DENIED: _____

COMMENTS: _____

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Mural Permit Application Form Created: June 7, 2016

Sec. 71-41. - Placement of murals on buildings.

(1) Murals may be placed on the exterior walls of a nonresidential building.

(2) Minimum setback requirement: Murals shall not be placed on buildings that are within 50 feet of a residential structure, measured from the closest exterior edge of the view of the surface of the mural to the closest parallel residential wall.

(3) A mural shall not be placed on buildings such that it prevents a window from being opened;

(4) A mural not prevent ingress and egress or interfere with site circulation by incorporating images that are misleading to site operators.

(Ord. No. 02-2016, § 2, 2-17-2016)

Sec. 71-83. - Minimum Mural permit criteria.

(1) *Mural size*. Murals may be painted on up to 80 percent of a wall. In any event, a mural may not be greater than 10,000 square feet.

(2) *Mural size*. The mural face shall be predominantly pictorial with no text.

(3) *Illumination*. The illumination of a mural shall only be by indirect lighting, and shall only be permitted from 6:00 p.m. to midnight Standard Time and 7:00 p.m. to midnight Day Light Savings Time. If illumination is proposed, a signed and sealed photometric plan shall accompany the application for those murals adjacent to residential property.

(4) *Location*. Murals shall be placed only on walls.

(5) *Public safety*. Mural faces shall not have any moving or animated parts, or any other electronic movements, and shall not be illuminated in such a manner so as to cause glare or to impair the vision of motorists or otherwise distract motorists and interfere with their ability to safely operate their vehicles.

(6) *Unoccupied buildings*. A mural shall be permitted on an unoccupied building only if the building possesses a valid town permanent certificate of occupancy.

(Ord. No. 02-2016, § 2, 2-17-2016)