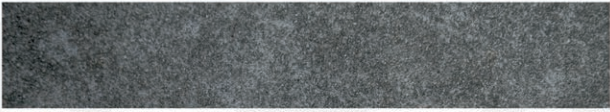


**PAINT THE
PAVEMENT**



This is our crosswalk.

So let's
make a
change
together.

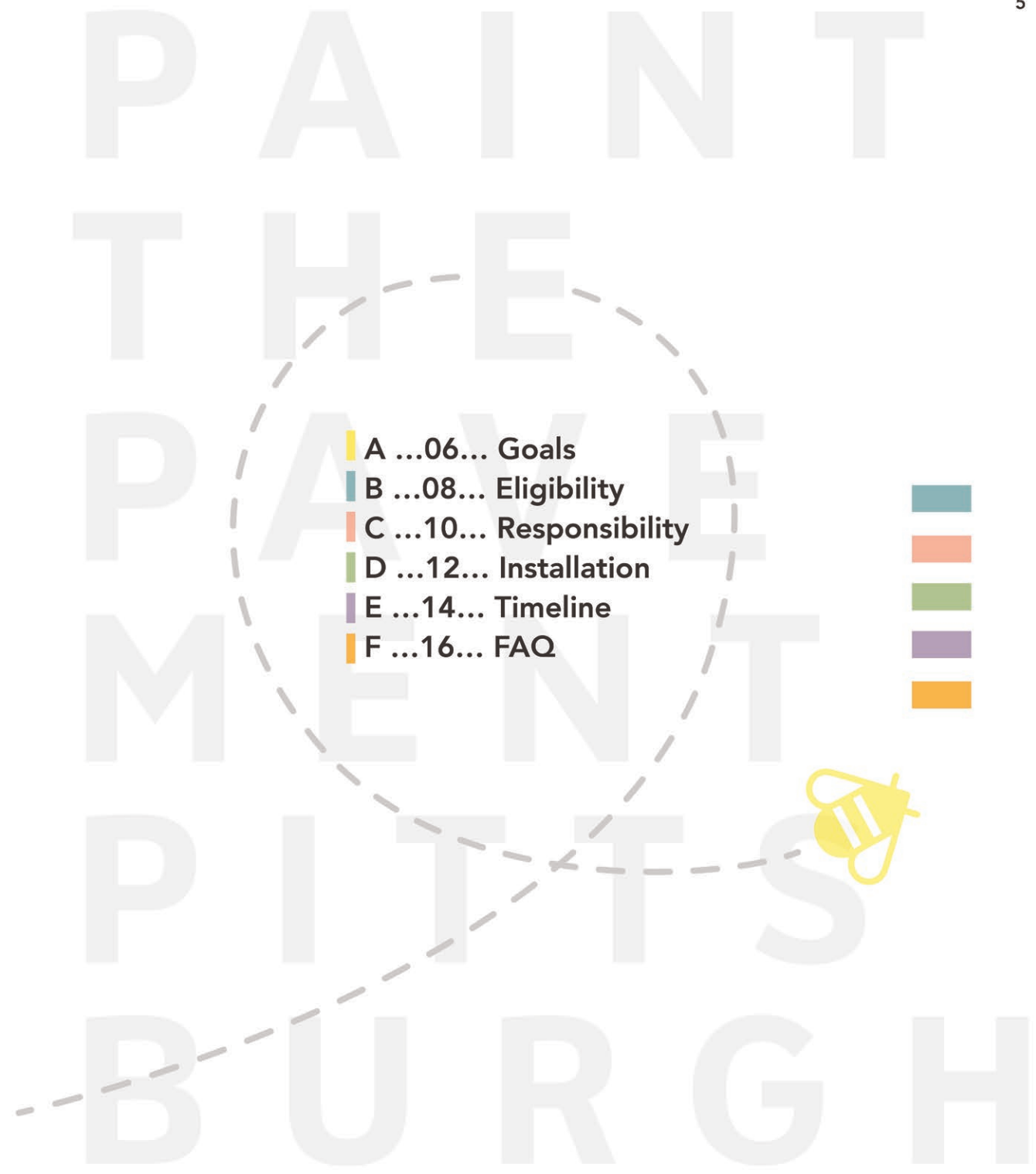
It could be so much more...

But *how* do we make a change?

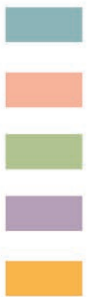
Paint the Pavement is an organization that seeks to promote safety at crosswalks and intersections by bringing the community together to decorate the pavement with paintings by our very own local artists.

Bringing Paint the Pavement to Pittsburgh means bringing art and safety to our intersections. Together, as a city and as a team, we can make our home a beautiful and healthy community. So, are you game?

Contact:
Susan Spangler
Public Art Administrator
Community Planning and
Economic Development
412.628.390
susan.spangler@pittsburgh.gov



- A ...06... Goals
- B ...08... Eligibility
- C ...10... Responsibility
- D ...12... Installation
- E ...14... Timeline
- F ...16... FAQ



A. Goals >>

Our goals are formulated based on the guidelines proposed in the City of Pittsburgh's Public Art Goals and are used for evaluating stated projects by the Public Art Advisory Panel and the Arts Commission, whose roles are to ensure that community proposals are consistent with city policies.

LET'S STIMULATE EXCELLENCE IN PUBLIC ARTS

by enhancing the aesthetic environment of public spaces within the city through unique and quality public artworks and engaging experienced artists.

LET'S ENHANCE COMMUNITY SENSE OF IDENTITY

by building awareness of community history, identity, cultures and geography and by developing artworks that are integrated into the city's infrastructure projects that are compatible with their settings and needs.

LET'S CONTRIBUTE TO COMMUNITY VITALITY

by promoting Pittsburgh as a widely recognized arts city and tourist destination, encouraging cooperation between private and public sectors including the diverse local art community, bringing in civic dialogue about important city issues including the development and maintenance for safer intersections for the community.

P A I N T

T H E

P A V E M E N T

A R T I S T S

P I T T S B U R G H



LET'S INVOLVE A RANGE OF COMMUNITIES

by offering opportunities for all citizens, neighborhoods, and organizations to come together and participate in the planning and creation of artworks to celebrate the city's cultural communities.

LET'S EMPHASIZE VALUE FOR OUR ARTISTS

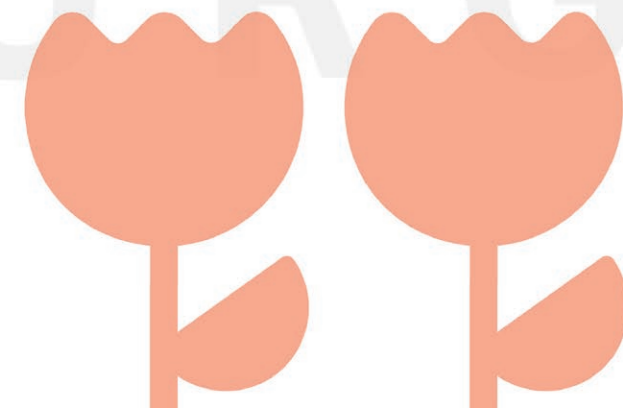
by providing a range of creative opportunities for artists with various levels of experience, directly involving them in the creation of artwork, providing sufficient budgets, and ensuring that the community has respect for artworks and creative rights of artists.

LET'S LEARN TO USE RESOURCES WISELY

by developing and sustaining projects in a cost-effective manner and using city funds to leverage private investment in public art.

PAINT THE PAVEMENT PITTSBURGH / GOALS

ONE WAY >>



B. Eligibility >>

Let's take a look at what kinds of qualifications we would need for the application and what requirements there are in order for us to be eligible to apply.

APPLICANTS

If we're a neighborhood, a community organization, an individual sponsored by an eligible organization, a group of community members sponsored by an eligible organization, or an applicant who has completed projects for previous art permit requests — we're eligible.

PROJECTS

Projects proposed within the review process in the timeline and also comply with all City of Pittsburgh codes are eligible for application.

SITES

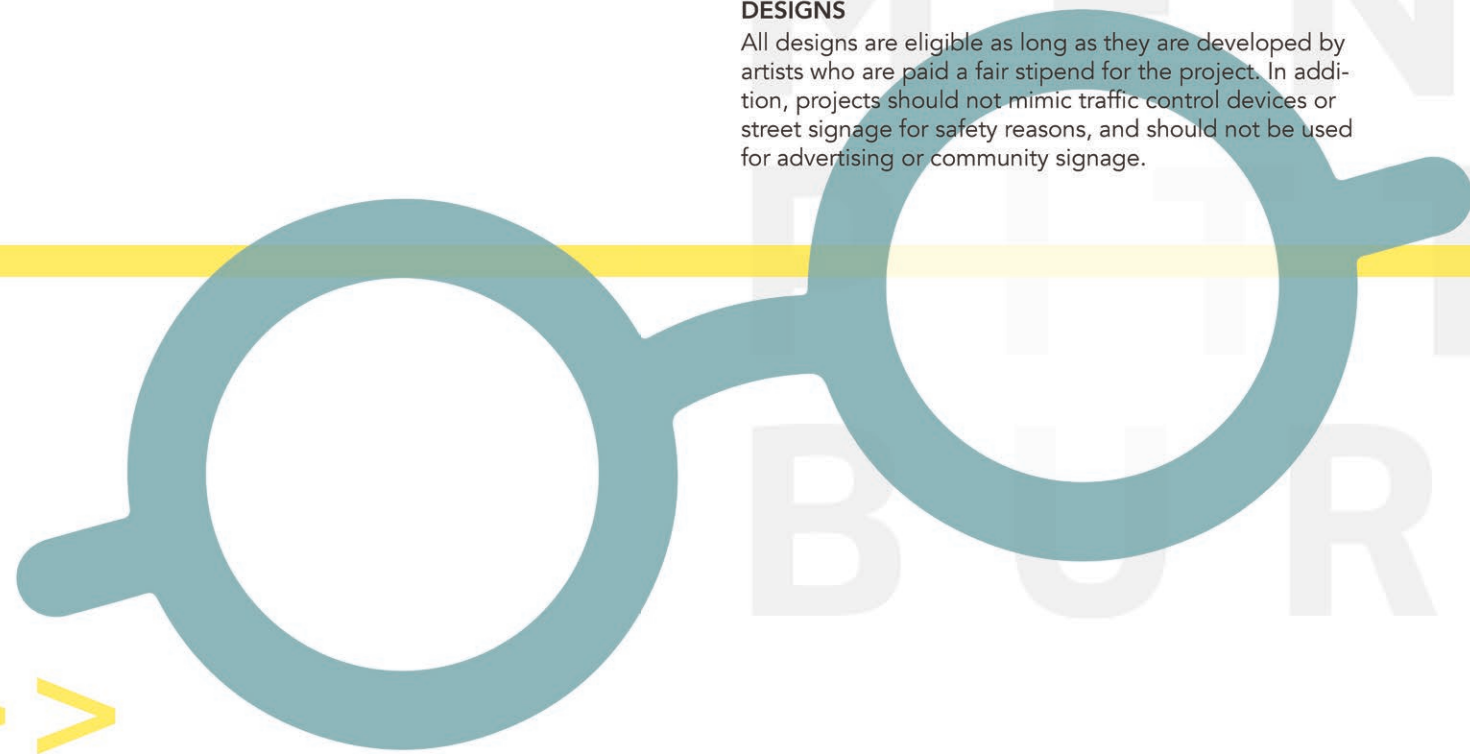
Projects on city sidewalks and residential streets are eligible if they are on school crossings, marked crosswalks or traffic signals, state- and county-designated roads, or any roadway approaching a major arterial. However, it's critical to check that the sidewalks and intersections in the area are not scheduled to be reconstructed within the timeline, and to contact traffic management with a safety plan to close off streets for painting. For details on the city's capital improvement plans in Pittsburgh, visit <http://www.pittsburgh.city.gov/public-works/>.

DESIGNS

All designs are eligible as long as they are developed by artists who are paid a fair stipend for the project. In addition, projects should not mimic traffic control devices or street signage for safety reasons, and should not be used for advertising or community signage.

PAINT THE PAVEMENT PITTSBURGH / ELIGIBILITY

SCHOOL
ZONE
AHEAD >>



C. Responsibility >>

APPLICANT RESPONSIBILITY

As an applicant, your responsibility includes working within a realistic timeline and scale, and covering any additional costs that may arise as part of the permit, including special signing, insurance, mailings, and other requirements.

COMMUNITY INVOLVEMENT

This project can only really work if the community works together as one unit. Together, we need to engage the community in planning different aspects of the project, notify the community through meetings and postings in the neighborhood newsletter, and obtain approval from adjacent property owners. Additionally, we need to provide educational signage with information about the project and crediting the artist. The applicant organization may be credited, but this signing should not advertise the organization or other sponsors. QR codes may only be used for the purpose of providing educational information about the artwork.

MATERIALS AND CLEAN-UP

It's important that we carry out the project responsibly by using materials that have been approved and cleaning up thoroughly. We should use latex paint unless other permission for using other materials has been acquired. All materials used should be in compliance with State and Federal regulations and according to manufacture specifications, and especially taking care when working with youths. Any mess caused by accidents in painting should be cleaned up, including accidental spills, paint drips and messy edges. Paint and contaminated water should be disposed appropriately and not poured into city sewers nor waste containers. All materials and equipment should be removed from the site when installation is complete.

PUBLIC SAFETY

It's crucial to obtain permits to close the intersection for painting prior to starting the installation. On top of that, a traffic management plan and approval for the plan from the city is also required. Under some circumstances, hiring and off-duty police officer to manage traffic during installation would be necessary. To interfere current traffic activity as little as we can, working on site should occur during periods of low traffic activity, such as 9AM to 3PM on weekdays, weekends, and holidays, and not blocking any street for more than 24 hours. We can also take this opportunity to educate and emphasize the necessity of safety precautions.

P A I N T

T H E

P A V E

M E N T

T S

B U R G H

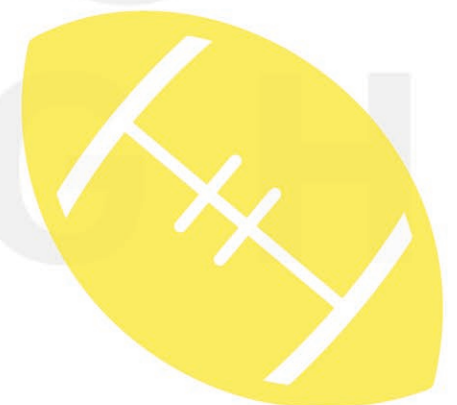
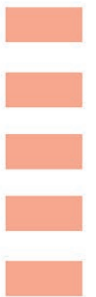
C O U N C I L

MAINTENANCE

Participating in this project entails being responsible for all ongoing maintenance of the painted work, including touch-ups, graffiti removal and repainting due to street maintenance. The painting should be completely removed at the end of the permit period or if there is significant wear to it.

COPYRIGHT

The purpose of the project is to be engaging and fun while following existing legal guidelines. It's crucial to obtain permission for all artwork and imagery — including a waiver from each artist to the Visual Artists' Rights Act — which includes permission to use photos of people, all copy written material and text, and images of artwork. Remember to leave ample time to acquire these permissions. Additionally, obtaining permission from each artist for the city to use images of the artwork in brochures, websites and other publicity materials is also required. Federal copyright law provides rights to related artists for the use of images they create. This may include the right to reproduce their images, and the right to prevent the destruction of their artworks. Applicants are highly encouraged to honor artists' rights to the greatest degree possible. Make sure that your agreements with artists allow for your organization and the city to use images of the artworks for educational purposes.



D. Installation >>

Contact:
John Banks
 Public Works
 412.628.3607
 john.banks@pittsburgh.gov

APPLICATION PROCESS OVERVIEW

THINGS YOU'LL NEED:

1. PRE-APPLICATION
2. EMAIL INCLUDING PROPOSAL OF ADDRESSES
3. MAP OF LOCATIONS

THE PHASES OF APPLICATION

- I. **PRE-APPLICATION:**
To help you determine if the intersections you are proposing are eligible.
- II. **ARTS COMMISSION APPLICATION:**
To obtain approval for the design, artist and community engagement for the project.
- III. **ENCROACHMENT PERMIT APPLICATION:**
To complete application process by submitting insurance and pay for permit fees.

I. PRE-APPLICATION

The required documentation for this process include two things: a map with a marked record of where the painting would be located and the designs that would be installed at the different locations.

II. ARTS COMMISSION APPLICATION

THINGS YOU'LL NEED:

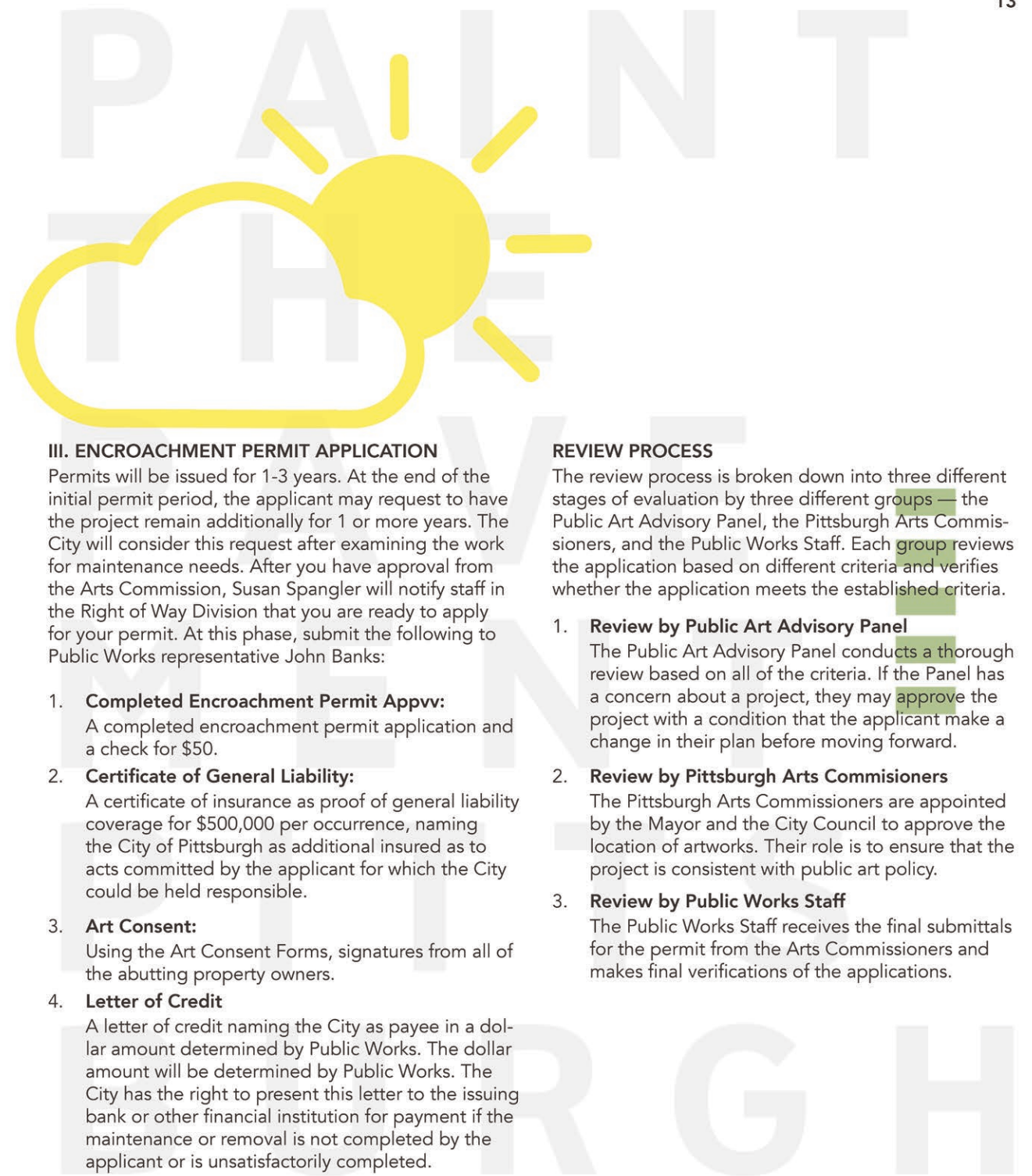
(WITHOUT PERMIT)

1. Completed application form
2. Final designs for each location or previous artworks by the chosen artists
3. Letter of support from the neighborhood organization(s) where the project is occurring
4. Waiver signed by artists of their rights under the Visual Artists' Rights Act

(WITH PERMIT)

For each artwork, submit one electronic photo, date stamped, documenting the condition of all sides of the artwork

Please collect the materials listed above into one PDF and submit the file to Susan Spangler by email.



III. ENCROACHMENT PERMIT APPLICATION

Permits will be issued for 1-3 years. At the end of the initial permit period, the applicant may request to have the project remain additionally for 1 or more years. The City will consider this request after examining the work for maintenance needs. After you have approval from the Arts Commission, Susan Spangler will notify staff in the Right of Way Division that you are ready to apply for your permit. At this phase, submit the following to Public Works representative John Banks:

1. **Completed Encroachment Permit Appvv:**
A completed encroachment permit application and a check for \$50.
2. **Certificate of General Liability:**
A certificate of insurance as proof of general liability coverage for \$500,000 per occurrence, naming the City of Pittsburgh as additional insured as to acts committed by the applicant for which the City could be held responsible.
3. **Art Consent:**
Using the Art Consent Forms, signatures from all of the abutting property owners.
4. **Letter of Credit**
A letter of credit naming the City as payee in a dollar amount determined by Public Works. The dollar amount will be determined by Public Works. The City has the right to present this letter to the issuing bank or other financial institution for payment if the maintenance or removal is not completed by the applicant or is unsatisfactorily completed.

Note: Applicants or their vendors must also obtain permits for obstruction, blocking sidewalks and road and lane closures.

REVIEW PROCESS

The review process is broken down into three different stages of evaluation by three different groups — the Public Art Advisory Panel, the Pittsburgh Arts Commissioners, and the Public Works Staff. Each group reviews the application based on different criteria and verifies whether the application meets the established criteria.

1. **Review by Public Art Advisory Panel**
The Public Art Advisory Panel conducts a thorough review based on all of the criteria. If the Panel has a concern about a project, they may approve the project with a condition that the applicant make a change in their plan before moving forward.
2. **Review by Pittsburgh Arts Commissioners**
The Pittsburgh Arts Commissioners are appointed by the Mayor and the City Council to approve the location of artworks. Their role is to ensure that the project is consistent with public art policy.
3. **Review by Public Works Staff**
The Public Works Staff receives the final submittals for the permit from the Arts Commissioners and makes final verifications of the applications.

E. Timeline >>

WEEK 1

City Staff confirms Site Eligibility

WEEK 3

Submit Arts Commission Application

WEEK 4

Public Art Advisory Panel reviews application

WEEK 5

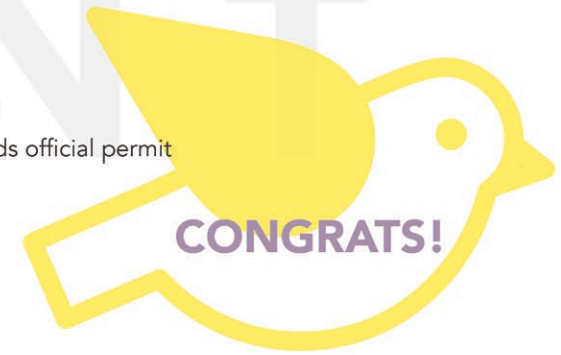
Pittsburgh Arts Commission reviews application

WEEK 7

Submit Encroachment Permit materials

WEEK 9

City sends official permit



The process of preparation and information gathering takes about 9 weeks to complete in total (which comes down to about two months). Worried that the 9 months will be during that busy time of the year? Fear not! There are three possible cycles for starting the process: the spring cycle, the summer cycle, and the fall cycle.

IMPORTANT DATES

- Pre-application due
- Confirmation of eligible sites
- Arts Commission Application due
- Public Art Advisory Panel meeting
- Arts Commission meeting
- Applicant notification
- Encroachment Materials due

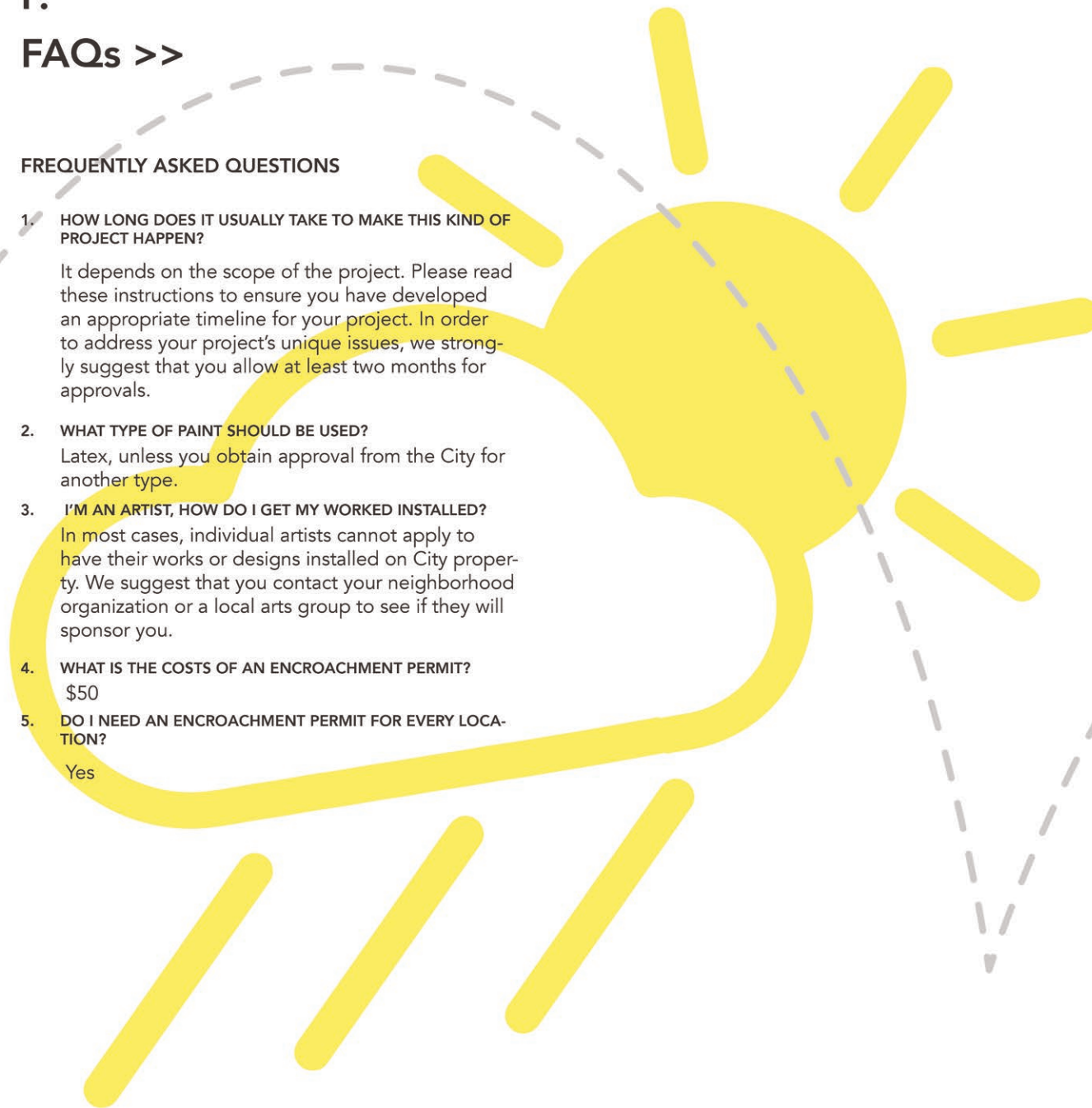
SPRING	SUMMER	FALL
APRIL 8	JUN 10	AUG 12
APRIL 22	JUN 24	AUG 26
APRIL 27	JUN 29	AUG 31
MAY 4	JULY 6	SEPT 7
MAY 8	JULY 20	SEPT 21
MAY 19	JULY 21	SEPT 22
MAY 20	JULY 22	SEPT 23

F. FAQs >>

FREQUENTLY ASKED QUESTIONS

1. **HOW LONG DOES IT USUALLY TAKE TO MAKE THIS KIND OF PROJECT HAPPEN?**
It depends on the scope of the project. Please read these instructions to ensure you have developed an appropriate timeline for your project. In order to address your project's unique issues, we strongly suggest that you allow at least two months for approvals.
2. **WHAT TYPE OF PAINT SHOULD BE USED?**
Latex, unless you obtain approval from the City for another type.
3. **I'M AN ARTIST, HOW DO I GET MY WORKED INSTALLED?**
In most cases, individual artists cannot apply to have their works or designs installed on City property. We suggest that you contact your neighborhood organization or a local arts group to see if they will sponsor you.
4. **WHAT IS THE COSTS OF AN ENCROACHMENT PERMIT?**
\$50
5. **DO I NEED AN ENCROACHMENT PERMIT FOR EVERY LOCATION?**
Yes

PAINT THE PAVEMENT PITTSBURGH / FAQ



PAINT
THE
PAVEMENTS
PITTSBURGH

PAVEMENTS
PITTSBURGH






Special Thanks

WHOLE FOODS MARKET

UMPC

WESTERN PENNSYLVANIA CONSERVANCY

NEIGHBORHOOD ORGANIZATIONS UNITE

PUBLIC ARTS COUNCIL

CITIBANK

Design

LUCY YIFAN YU

