



# City of Seward Walkable Mural Crosswalk Application and Design Guidelines





# City of Seward

## Walkable Mural Crosswalk

### Permit Application

## Walkable Mural Crosswalks

City of Seward permits community organizations to install Walkable Mural crosswalks to promote neighborhood identity and place by following the guidelines and conditions below.

## Design Guidelines

- Transverse Crosswalks must keep the two (2) white transverse lines with reflectivity to be compliant with minimum crosswalk standards. Artwork must be contained within the two transverse (horizontal) lines.
- Longitude Crosswalks must keep the white vertical lines with reflectivity to be compliant with minimum crosswalk standards. Artwork must be contained within solid white vertical lines in a Longitude (vertical) crosswalk
- Artwork shall not contain white, yellow, or red in a way which could be confused as traffic control devices.
- No logos, text, or advertising.
- No octagons or triangles, or shapes that could be confused with a traffic control device.

## Location Requirements

- Must be at one of the approved locations where there is already a marked crosswalk and traffic is required to stop because of a stop sign or traffic signal.
- Approved on local or collector streets where speeds do not exceed 25 mph. Other streets may be considered at the discretion of the Public Works Director.
- If pavement is in poor condition, materials will not bond; pavement must be in satisfactory condition in order to receive approval.

## Materials & Installation

- Applicant must be a local maintenance district, business improvement district, or Seward based entity which agrees to install, maintain, and provide any necessary traffic control during installation.
- Street-Grade Paint must provide a non-slip surface for pedestrians and be non-reflective.
- Materials used must be approved by Public Works for Transportation & Mobility.
- An approved traffic control plan and Working in the Right of Way permit must be issued every time the walkable mural/crosswalk requires maintenance. *Maximum road closer is 48 hours*

## Project Information

Proposed Location: \_\_\_\_\_

Anticipated Installation Date: \_\_\_\_\_

## Contact Information

### Applicant Information (best contact)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Entity Information

Name or Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## How to Apply

### STEP 1

#### Complete This Application

Attach required attachments shown on page two and sign application. *Applications must be turned in 60 days prior to anticipated installation date to be considered.*

### STEP 2

#### Submit Application

Submit Signed Application and Attachments to [planning@cityofseward.net](mailto:planning@cityofseward.net)

### STEP 3

#### Community Development and Public Works Review

Staff will respond to verify receipt, review application and forward for approval to Public works. Public Works Staff will review application, traffic control and maintenance plan and then return to Community Development with comments and or conditions.

### STEP 4

#### Approval or Denial

Once review is done by all necessary departments Community Development will issue a permit.

# Attachments to the Application

Attach a site plan of your proposed location along with a photograph of existing conditions. The site plan should include:

- Application Fee \$500- non-refundable
- Deposit \$1,500 for 3 years
- Location of Proposed Crosswalk
- Intersecting Street Names
- List of Proposed Paint, Materials and Color Specifications
- Design Drawing
- Working in the Right of Way Permit
- Traffic Control Plan & Drawing

Applications must be turned in 60 days prior to anticipated installation date to be reviewed. Applications without the above attachments will not be approved.

# Maintenance and Permit Holder Agreement

1. Walkable Mural/ Crosswalk permit holders are responsible for installing and maintaining the art within the crosswalk and understands that the City will not maintain the artwork, and will not replace artwork if the crosswalk fades, is damaged, or is not adequately maintained. Approved permits are valid for 3 years.
2. Walkable Mural/ Crosswalk permit holders understand that roads are subject to repaving and maintenance at any time and that City will not be held responsible for replacing the artwork shall this occur.
3. At the program’s discretion, additional permittee responsibilities may be stated on the Working in the Right of Way permit.
4. No modification shall be made to any crosswalk installation that was authorized by a Working in the Right of Way permit without prior approval from the Community Development and Public Works Director.
5. Failure to maintain approved Walkable Mural crosswalk will result deposit being forfeited and the crosswalk being returned to its prior condition upon repaving the street, or during regularly scheduled maintenance.
6. A traffic control plan and Working in the Right of Way permit must be permitted every time the Walkable Mural crosswalk requires maintenance.
7. Failure to adhere to these permittee responsibilities may result in the issuance of administrative citations, the removal of the crosswalk art, and revocation of the street occupancy.

# Indemnity Agreement

As a condition of the permit requested, the permit holder agrees to defend, indemnify, reimburse and hold harmless 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:** \_\_\_\_\_

*Office use only each department must initial & Date for approval*

Maintenance Agreement \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_ Deposit Paid\$ \_\_\_\_\_

Community Development \_\_\_\_\_ Public Works \_\_\_\_\_

Permit Issued \_\_\_ / \_\_\_ / \_\_\_

Comments:

# ***WALKABLE MURALS CROSSWALK PROJECTS***

## **DESIGN GUIDELINES**

- Crosswalks must contain two white transverse lines with reflectivity to be compliant with minimum crosswalk standards. Artwork must be contained within the two (2) Transverse (horizontal) lines or between the Longitude (vertical) lines.
- Painting between the solid white vertical lines in a continental crosswalk is not allowed per federal guidelines.
- Artwork shall not contain, white, yellow, or red in a way which could be confused as traffic control devices.
- Nor contain logos, text, or advertising.
- Nor contain octagons or triangles, or shapes that could be confused with a traffic control device.

## **LOCATION REQUIREMENTS**

- Must be at a location where there is already a marked crosswalk.
- Approved on local or collector streets where speeds do not exceed 25 mph. Arterial streets will be considered at the discretion of the City.
- If pavement is in poor condition, materials will not bond; pavement must be in satisfactory condition in order to receive approval.

## **MATERIALS & INSTALLATION**

- Applicant must be a local maintenance district, business improvement district, or other community-based entity which agrees to install, maintain, and provide any necessary traffic control during installation. A Right of Way permit is required for install.
- Street-Grade Paint required
- Materials used must be approved by Seward Public Works Department.
- A traffic control plan and working in the Right of Way permit must be issued every time the Walkable Mural crosswalk required maintenance.

## **HOW TO INSTALL AN WALKABLE MURAL CROSSWALK**

**STEP ONE:** Complete this application for **DESIGN & LOCATION** approval. Send completed pages of this document and required attachments to [planning@cityofseward.net](mailto:planning@cityofseward.net). The Community Development and Public Works Departments will evaluate the approval of location and design within 15 days. Indemnity Agreement must be signed for the committee to review.

**STEP TWO:** Submit Right of Way Permit Application for **INSTALLATION** approval. After receiving approval for the design and location for the Walkable Mural crosswalk, the applicant should fill out a working in the Right of Way application. This permits the closure of the street during the installation.

Prior to submitting a Right of Way permit, the following items are needed:

- Traffic Control Plan
- Certification of Liability Insurance

**STEP THREE:** The Right of Way Permit will be reviewed with 15 days of submittal. Installation may occur within the approved date, time and location on the permit.

## **ATTACHMENTS TO THE APPLICATION**

Attach a site plan of your proposed location along with a photograph of existing conditions. The site plan should include:

- Location of Propose Walkable Mural Crosswalk
- Intersection Street Names
- Material and Color Specifications
- Design Drawing on Aerial Photo

***Application without the above attachments will not be approved. Upon approval of the design, location, and materials, applications must obtain a Right of Way Permit for installation.***

## **Marked Crosswalk Guidelines**

It is important to provide designated facilities for pedestrians in order for them to use the transportation network safely. Crosswalks that are appropriately marked provide pedestrians with a convenient opportunity to cross the street, while maintaining safety. Marked crosswalks direct pedestrians to a designated place to cross, alert drivers as to the potential presence of pedestrians and legally establish the crosswalk at non- intersection locations.

### **Purpose and Scope:**

The purpose of these Guidelines is to serve as the policy document that guides the city in determining where and how to improve an uncontrolled crosswalk within the city of Seward, on public roadways owned and maintained by the city. These guidelines provide direction to determine if a marked crosswalk is appropriate in a particular location. The guidelines also address installation & maintenance of Walkable Mural crosswalks.

These guidelines are intended to be used by city staff in determining whether to mark an uncontrolled crosswalk to ensure efficient function for all users of the roadway and maintain pedestrian safety. When a specific location is being considered for a marked crosswalk – due to public feedback, a new development, or staff recommendation – this document serves as a guide to consistently determine whether installation is warranted or not.

### **Definitions:**

***Unmarked Crosswalk:*** A legal crosswalk that does not feature any traffic control markings.

***Marked Crosswalk:*** A legal crosswalk that features traffic control markings.

***Midblock Crosswalk:*** A location not at an intersection, featuring traffic control markings to indicate that it is a legal crosswalk.

***Uncontrolled Crosswalk:*** A legal crosswalk across a roadway approach not controlled by a stop sign or traffic signal.

***Controlled Crosswalk:*** A legal crosswalk across a roadway approach controlled by a stop sign or traffic signal.

***Walkable Murals (Crosswalk):*** A legally marked crosswalk that promotes neighborhood identity and sense of place which are designed, installed and maintained in accordance with these guidelines.