

City of Tucson

**Mural Art Pilot Program:
Information and Instructions**

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About the Program

The City of Tucson invites neighborhoods, businesses, community groups, and other interested parties to design and install mural art on City-owned property. Mural art beautifies public spaces, builds community, and may discourage graffiti vandalism.

This document has been created to walk you through the steps you'll need to take to sponsor original art on a City of Tucson traffic signal controller cabinet. If you would like to sponsor mural art on another type of city-owned property, please contact the Ward Office in which the property is located for help getting started (www.tucsonaz.gov/contact).

During the course of this pilot program, the city will document participation, gather feedback from participants about their experience with the process, and record the maintenance completed on painted or vinyl-wrapped cabinets. At the end of the pilot period, this information will be used to review and improve the program.

Thanks for your interest in this initiative!

Eligibility

What are traffic signal controller cabinets?

Traffic signal controller cabinets – or traffic cabinets for short – are the large, often white electrical cabinets that operate traffic lights. Each traffic cabinet and its equipment cost approximately \$30,000, and they're located at every intersection that has traffic signals.


Who can install art on a traffic cabinet?

Any group, individual, or business may apply to paint or wrap a traffic cabinet. All art must be original and designs cannot serve as an advertisement for a business or other private enterprise.

Which traffic cabinets can I choose from?

Every traffic cabinet in the City of Tucson is eligible – just include the location of the cabinet that interests you on your application.

If you have not already selected a traffic cabinet or want a complete list of your options, follow these steps to access a map of all of the cabinet locations in the city:

- 1) Go to <https://maps2.tucsonaz.gov/Html5Viewer/?viewer=maptucson>.
- 2) In the panel on the left, click **Open the Layer List**.
- 3) Scroll down, and click the + next to the option that reads **Transportation**. This will open a menu.
- 4) In the new menu, click the + next to **Traffic Maintenance Electric Shop**.
- 5) Finally, click the checkbox next to the words **Traffic Signals**. Traffic cabinets can be found at each intersection marked with the  symbol on the map.

Please note that the map shows all traffic signals and traffic cabinets throughout the entire Pima County region. The City of Tucson will only accept art submittals pertinent to traffic cabinets within its incorporated limits.

Responsibilities of Mural Art Sponsors

In general

- Develop a project within your capacity, considering both timeline and scale.
- Take full responsibility for the costs of the project.
- Submit a completed Mural Art Application to Jesse Soto at the Department of Transportation for feedback and pre-approval.
- Complete the city's public art donation process through the Tucson Pima Arts Council's (TPAC's) Public Art and Community Design Committee (PACDC).

Materials and Clean-up

When it's time to paint or wrap cabinets...

- Thoroughly clean the traffic cabinet prior to painting or applying a vinyl wrap.
- If painting, prime the cabinet first.
- Use only the materials that were approved during your application process (e.g., no reflective paint; no additions to the cabinet that will protrude from existing equipment).
- Use all materials in compliance with state and federal regulations and according to manufacturers' specifications.
- Mask off sensitive areas to protect air vents, keyholes, keyhole covers, warning labels, and photo-control windows from being covered with paint. For details, please review the painting guidelines at the end of this booklet.
- Apply paint in a quality manner and clean up accidental spills, drips, and messy edges.
- If you are using a vinyl wrap instead of paint, notify vendors that they may not use heat guns when applying the wrap.
- Clean up and dispose of paint in an appropriate manner.
- Remove all materials and equipment from the site after installation is complete.

Instructions

Step 1: Submit an Application for Pre-Approval

Fill out the attached application form and submit the completed packet to Jesse Soto at the City of Tucson Department of Transportation via email – Jesse.Soto@tucsonaz.gov.

Your application will include contact information for the responsible party and the artist, the exact location of the cabinet or cabinets that you would like to paint or wrap, a proposed art design, and photos of the cabinet or cabinets in their current state.

After your application has been reviewed by the Department of Transportation, you will be contacted and asked to make modifications or given approval to move on to the next step.

Step 2: Public Art Donation Review

Take your project through the city's public art donation process.¹ The Department of Transportation will submit your proposal to Tucson Pima Arts Council's (TPAC's) Public Art and Community Design Committee (PACDC). The PACDC will contact you to schedule a time to review your proposal. These public meetings are typically held at 4:00 p.m. on the second Wednesday of the month at 100 N Stone Ave, Suite 109.

To review your project, the PACDC will request at least the following information:

- A rendering showing the proposed design of the mural.
- A description of how the artwork will be produced and installed, including materials and/or hardware.
- An Information and Maintenance Protocol form, provided by TPAC, that describes specific materials and techniques for graffiti removal.
- A letter from the registered, active neighborhood association in whose boundaries the project falls, if applicable, which states support for the project. Contact the appropriate Ward Office if you need help connecting with a neighborhood association (www.tucsonaz.gov/contact).

The PACDC will also facilitate review of the art by the city's Risk Manager, any other city department that might be impacted, and the City Manager, who will ultimately determine whether or not to accept the artwork.

Step 3: Complete Project and Submit Documentation

Upon approval, you will be contacted by Jesse Soto. At this point, you can **set a work schedule and install your painting or vinyl wrap**. Finish by submitting any follow-up documentation requested by the PACDC or by the Transportation Department.

¹ The City of Tucson's public art donation process is described in Administrative Directive 7.01-6, available here: <https://www.tucsonaz.gov/files/hr/ad/7-01-6.pdf>.

Other Information

I want to sponsor art on a traffic cabinet, but I don't know an artist. Can someone help me find one?

The Tucson-Pima Arts Council (TPAC) and the Tucson Arts Brigade (TAB) both maintain lists of local artists and can help you identify a partner for your project.

- For more information on TPAC's Public Art Roster, contact Mary Ellen Wooten, Public Arts Program Manager (mewooten@tucsonpimaartscouncil.org) or (520) 624-0595 x12) or Jeff DaCosta, Public Arts Program Assistant Manager (jdacosta@tucsonpimaartscouncil.org) or (520) 624-0595 x16).
- Contact TAB via email at TMAP@TucsonArtsBrigade.org or visit the [mural art program website](#) for more information TAB artists.

Can the City remove my art?

Yes, the City retains the right to remove mural art at any time. In general, art will only be removed if it is badly damaged. This could happen if tagging or other vandalism cannot be successfully removed or if the cabinet itself has to be replaced (for instance, if the cabinet is hit by a vehicle).

How much should I expect a project to cost?

A painted mural is likely to cost \$1,200 or more. The exact amount will vary depending on the type of paint or material used, the complexity of the design, how many cabinets you are painting, the stipend agreed upon for the artist, and so on.

Can I recognize a business or other entity that has donated money to make my project possible on the traffic cabinet?

Yes, donors may be recognized on the traffic cabinet. Recognition of donors may not take up more than 5% of each surface of the cabinet.

Mural Art Application Form

Project Sponsor

Name of sponsoring group, business, or individual

Responsible individual, if sponsor is a group or business

Phone number _____

Email address _____

Traffic Signal Controller Cabinet

Location of cabinet

Street intersection

Corner of intersection (N/S, E/W)

Please attach a list of additional locations if you would like to paint more than one cabinet.

Photo (please attach) and brief description of the site

Artist and Art Design

Artist's name

Phone number _____

Email address _____

Description of materials

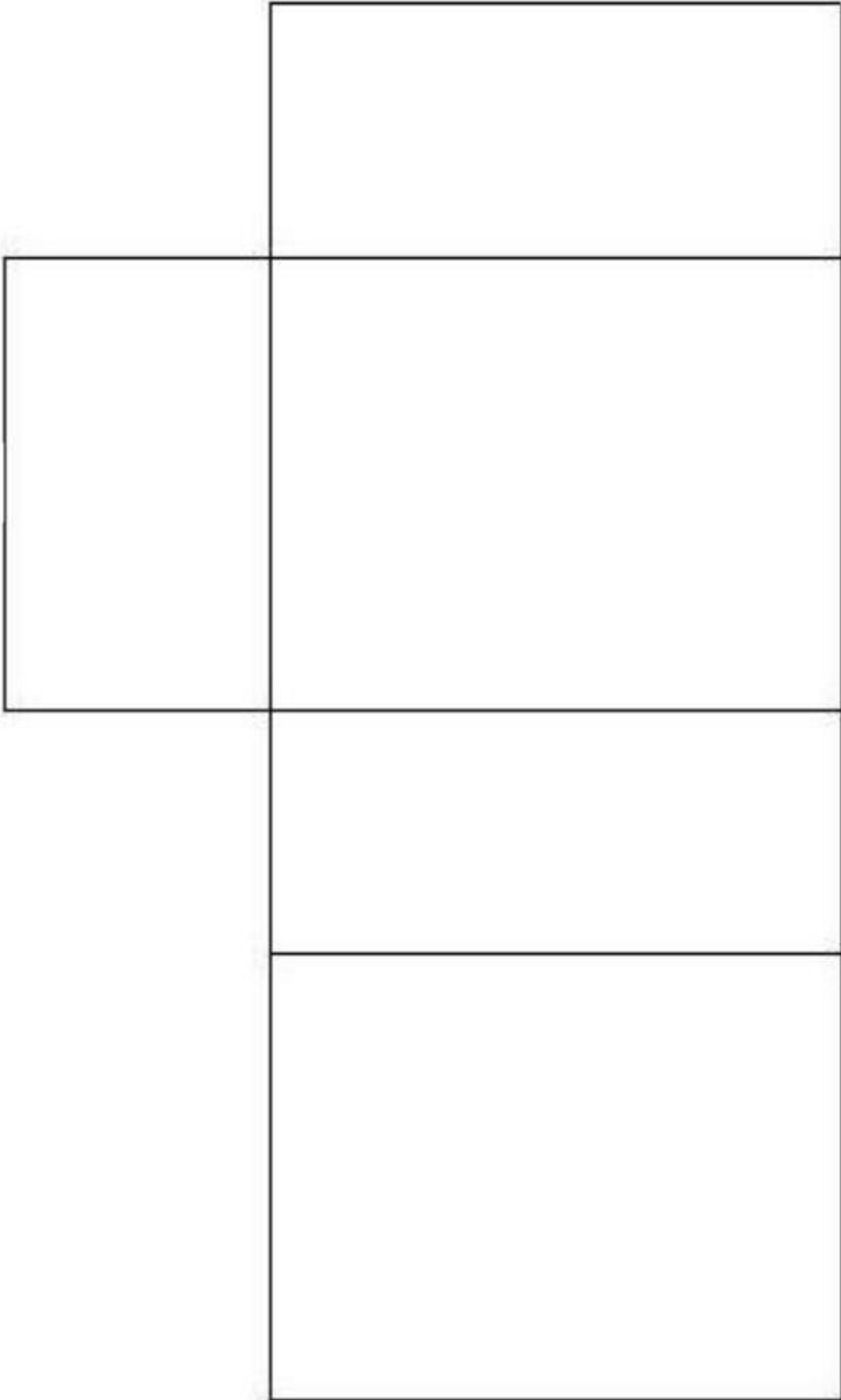
(Note: no reflective paint and no additions that will protrude from the existing cabinet permitted.)

Describe the art design

Please include a drawing of the artwork in the diagram on the next page or as an attachment to this application. Include the dimensions of the particular cabinet that you are applying to paint or wrap.

Please attach additional designs and descriptions if you would like to paint more than one cabinet.

TOP



SIDE

FRONT

SIDE

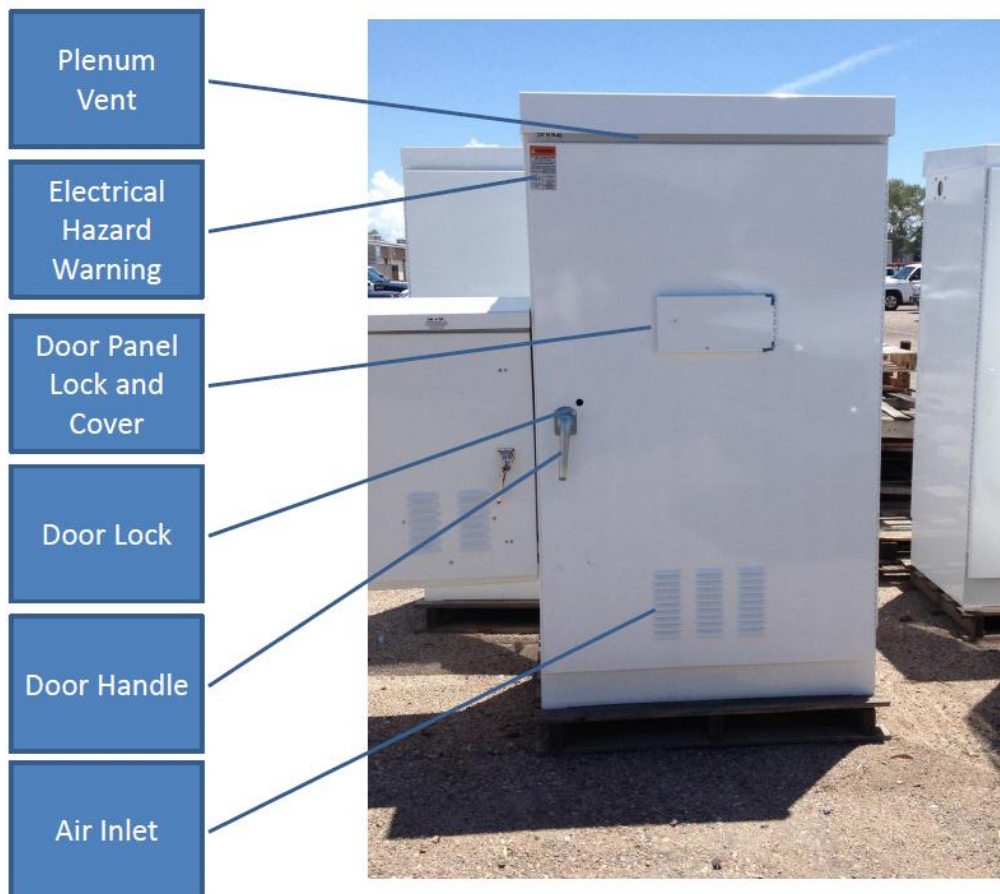
BACK

Traffic Signal Cabinet Painting Guidelines

This presentation identifies areas of a traffic signal cabinet that should not be painted. The painting restrictions are intended to protect electrical workers, prevent computers from overheating, or ensure doors and access panels open when needed. Most of these areas are intuitive. They include:

- Keyholes and keyhole covers
- Air vents
- Warning labels
- Photo-control windows

Not all cabinets have all of the features shown. Some cabinets have more than one door, and/or a smaller cabinet mounted on its side.



Plenum Vent

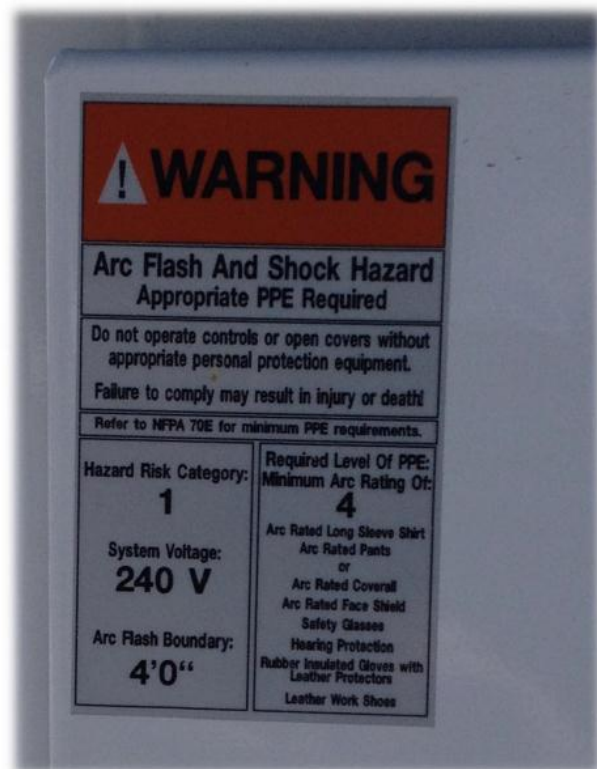
Exhaust fans expel hot air through this mesh air outlet. This keeps the intersection's control computer from overheating.



Electrical Hazard Warning

This warning label protects workers from injury or death by listing the safety equipment required to work on the equipment inside.

It also warns of the live voltage workers will be exposed to.



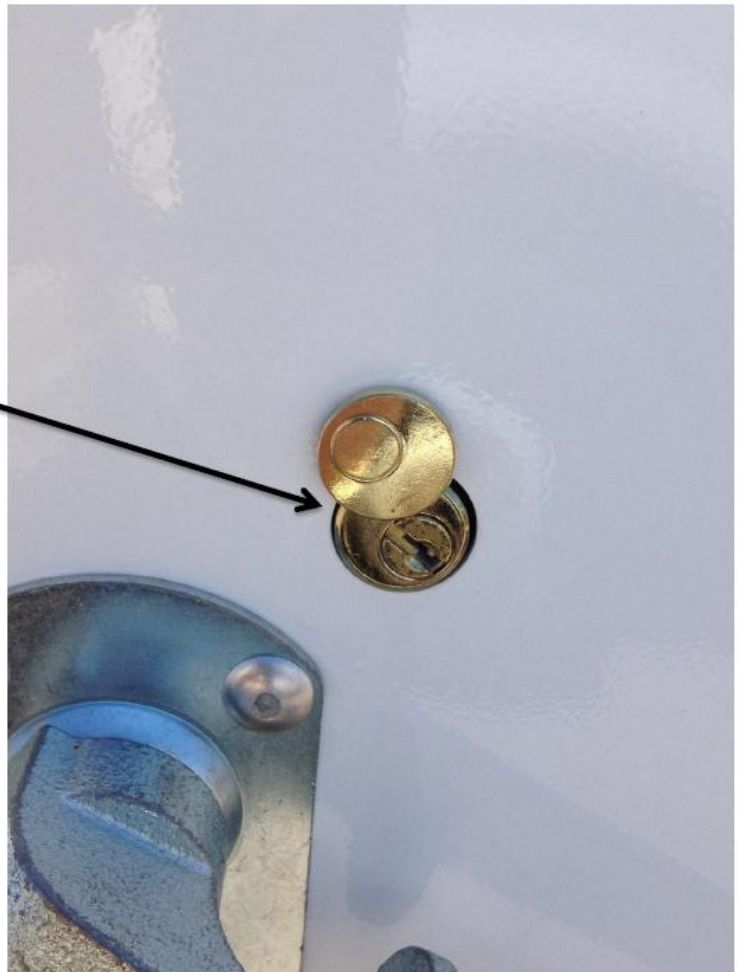
Door Panel Keyhole Cover

This sliding cover keeps dirt and debris from jamming the door panel lock. It helps prevent rain from entering the cabinet through the keyhole.



Door Keyhole Cover

This sliding cover keeps dirt and debris from jamming the door lock.



Door Handle

Rotating parts need to move freely.



Photocell Window

This Plexiglas window allows the photocell that controls the intersection dusk to dawn lighting to "see" when to turn the street lights on or off. If it's painted, the street lights will never turn off.

