



## Applicant's Guide

# Original Artwork Mural Permit

An Original Artwork Mural as defined in section .5809-25 of the Zoning Ordinance is “A painting that is applied to and made an integral part of an exterior wall, or a tiled artwork applied on an exterior building wall, with the property owner’s permission or consent. Original artwork murals do not include mechanically or computer-generated prints or images, including but not limited to, digitally printed vinyl, murals containing electrical or mechanical components, or changing image murals.”

### Purpose

The purpose of the Original Artwork Mural permit is to encourage murals that are: 1) content-neutral; 2) durable and properly maintained; 3) located on appropriate places on buildings; 4) in-scale with a building where they are located; 5) without features that would make them unsafe such as a mural that would pose an unsafe distraction to vehicular traffic; 6) an avenue for artistic expression; and 7) assets to the community.

### Permit Requirement

All Original Artwork Murals must be located on a privately owned building and have an approved Original Artwork Mural Permit from the City of Pomona. Private development projects that are required to provide Public Art as regulated by Sec. .5809-24 of the Zoning Code and those that are funded by in-lieu contributions provided by private development projects consistent with Sec. .5809-24 do not require approval of an Original Artwork Mural Permit.

Original Artwork Murals must be consistent with the following:

- Remain in place for a minimum of five years;
- Not extend more than 6” from the building wall; and
- Not be applied to the principal façade of a building

---

## APPLICATION SUBMITTAL REQUIREMENTS

- Completed and notarized application signed by property owner.
- Three full-sized copies of 24” by 36” minimum size of site plan (Smaller size copies may be submitted with Planning Division approval), drawn to scale, and one 8.5” x 11” reduction, that showing:
  - all property lines
  - building location and façade on which the mural will be located
  - names of streets adjacent to site
  - north arrow
- Three full-sized copies of building elevations drawn to scale and one 8.5” x 11” reduction that include:
  - location and dimension of existing and proposed murals
  - mural height above grade
  - building eave/cornice and roof line
- Graphic representation of the mural with dimensions
- Examples of previous work done by the artist with references
- Completed project description form and responsibility statement signed by property owner (See back of this handout.)
- Permit fee**



## Original Artwork Mural Permit Project Description and Responsibility Statement

1. Name and address of the artist \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
2. Describe how the mural will be attached to the building wall \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
3. Describe the materials to be used for the mural \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
4. Describe how the materials used for the mural will be durable and long lasting and the maintenance requirements \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

---

### Responsibility Statement

The property owner must agree to comply with each of the following terms as consideration for the issuance of the Original Artwork Mural permit. The application will not be accepted unless the owner of the property on which the mural is to be located agrees to these terms by initialing each statement below:

- \_\_\_\_\_ I certify that no compensation will be given or received for the display of the mural or the right to place the mural on the site (This does not include payment to an artist to design and produce the mural.)
- \_\_\_\_\_ I agree that the mural will remain in place without alterations other than necessary maintenance and repair for a minimum five years.
- \_\_\_\_\_ I agree that during the entire time the mural is in place it will be maintained in good condition.

With my signature below, I attest that each of the above initialed items is true and I agree to each of these terms. (Property owner's signature must be notarized.)

Property owner's name (printed) \_\_\_\_\_

Property owner's signature \_\_\_\_\_ Date \_\_\_\_\_