



City of Portland Original Art Mural Permits

City of Portland Original Art Mural Permits Website
(Step-by-Step Instructions): <https://www.portlandoregon.gov/bds/50737>

City of Portland Mural Permit Application (Print & fill out):
<http://www.portlandoregon.gov/bds/article/257580>

	City of Portland, Oregon - Bureau of Development Services			
1900 SW Fourth Avenue • Portland, Oregon 97201 • 503-823-7526 • www.portlandoregon.gov/bds				
Original Art Mural Permit Application				
FOR INTAKE, STAFF USE ONLY				
Permit Number _____	Application Intake Date _____			
[Y] [N] Design Overlay Zone	[Y] [N] Central City Plan District	[Y] [N] Historic or Conservation District		
APPLICANT: Complete all sections below that apply to the proposal. Please print legibly.				
Mural Installation				
Street Address _____		Tax Acct / R# _____		
Property Owner Name _____				
Mailing Address _____				
City _____	State _____	Zip Code _____		
Day Phone _____	FAX _____	email _____		
Mural Artist/Sponsor Name _____				
Mailing Address _____				
City _____	State _____	Zip Code _____		
Day Phone _____	FAX _____	email _____		
Type of Mural (check all that apply)				
<input type="checkbox"/> Mural painted on exterior building wall				
<input type="checkbox"/> Mural consisting of tile or other material affixed to exterior building wall				
Type of Building If mural is proposed on a residential building, are there at least five dwelling units in the building?				
<input type="checkbox"/> yes <input type="checkbox"/> no				
Proposed mural dimensions				
width	height	total area	dept of mural from plane of wall	overall mural height above grade
ft.	ft.	sq. ft.	in.	ft.
Responsibility Statement				
The property owner must agree to comply with each of the following terms as consideration for issuance of an Original Art Mural permit. The application will not be accepted unless the property owner of the property on which the mural is to be located agrees to these terms by initialing each of them.				
_____	I certify that no compensation will be given or received for the display of the mural or the right to place the mural on this site.			
_____	The proposed mural is a hand-produced work of visual art as defined in Title 4 (Original Art Murals) of the Portland City Code.			
_____	The proposed mural will remain in place, without alterations other than necessary maintenance and repair, for a period of at least five years.			
_____	A public meeting on the proposed mural will be held, with notice of the meeting provided to the neighborhood association and district coalition, and posted at the site of the proposed mural. I understand that a permit for an Original Art Mural will not be issued until the neighborhood contact requirements specified in Section III of the Original Art Mural Administrative Rules have been met.			
With my signature below, I attest that each of the above initialed items is true, and I agree to each of these terms. I understand that I am contractually bound by these terms for the life of the mural. Violations of any of the above initialed terms, or regulations included in Title 4, will be enforced by the Bureau of Development Services pursuant to Chapter 3.30 and Title 22 of the Portland City Code.				
Property Owner Name (printed) _____				
Property Owner Signature _____				Date _____

Original Art Mural Application Submittal Requirements

All mural applications must be accompanied with the following information:

- Completed "Original Art Mural" application form, including signature of property owner
- Three full-sized copies of a site plan drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies:
 - property lines
 - building location and façade on which the mural will be located
 - names of streets that abut site
 - north arrow
- Three full-sized copies of building elevations, drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies:
 - location and dimensions of existing and proposed murals
 - height of the mural above grade
 - the building eave/cornice and roof line
- Details about how the mural is affixed to building façade
- If in a Design Overlay Zone, or on a noncontributing building in a Historic or Conservation District, sufficient architectural detail (including plan views, elevations, details, photographs, and/or any other material necessary) to demonstrate that the mural meets the standards of Section IV of the Original Art Mural Administrative Rules
- Written description of material(s) used for the mural
- Cash, check, credit card or money order for required fee

Basic Mural Permit Fee	\$50
Structural Plan Review Fee <input type="checkbox"/> All murals with elements weighing more than 7 lbs. per square foot, or in total over 400 lbs.; and <input type="checkbox"/> Murals not attached continuously along two sides for the full dimension of the mural; or not attached at each corner of the mural, and at intervals no greater than 18 inches along the perimeter of the mural. Murals painted or tiled directly on the building wall are not subject to this requirement.	\$142

Example Application Text

[Print this out and give city one copy of this.]

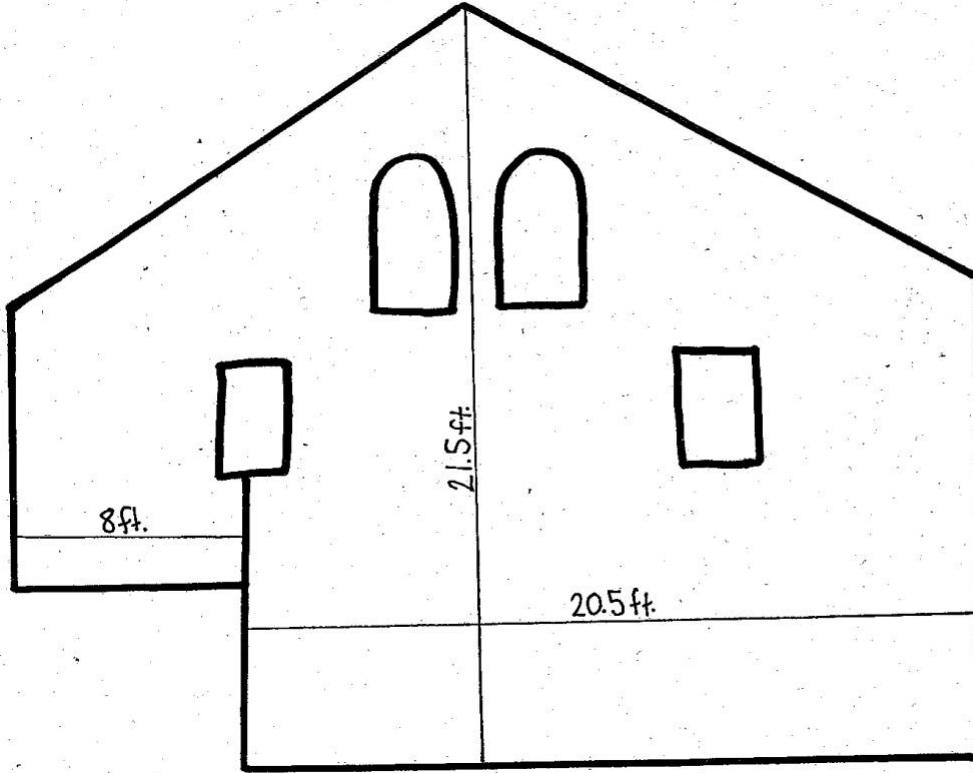
Details about how the mural is affixed to the building:

The proposed mural will be hand-painted directly onto the exterior back wall using paintbrushes, spray paint, and rollers.

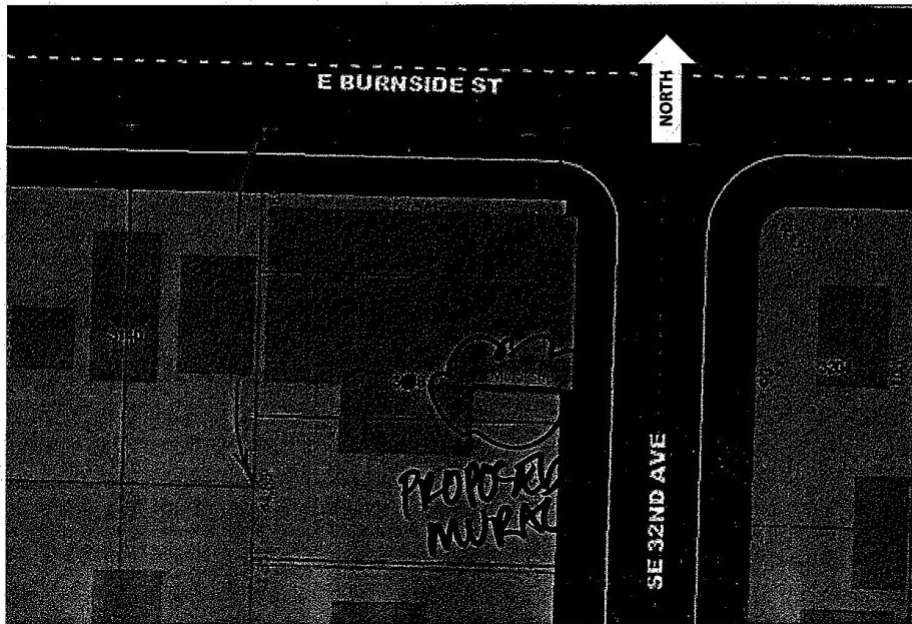
Written description of material(s) used for the mural:

The mediums used to create the mural will consist of a combination of latex, acrylic, and aerosol paints.

Example Site Plan:



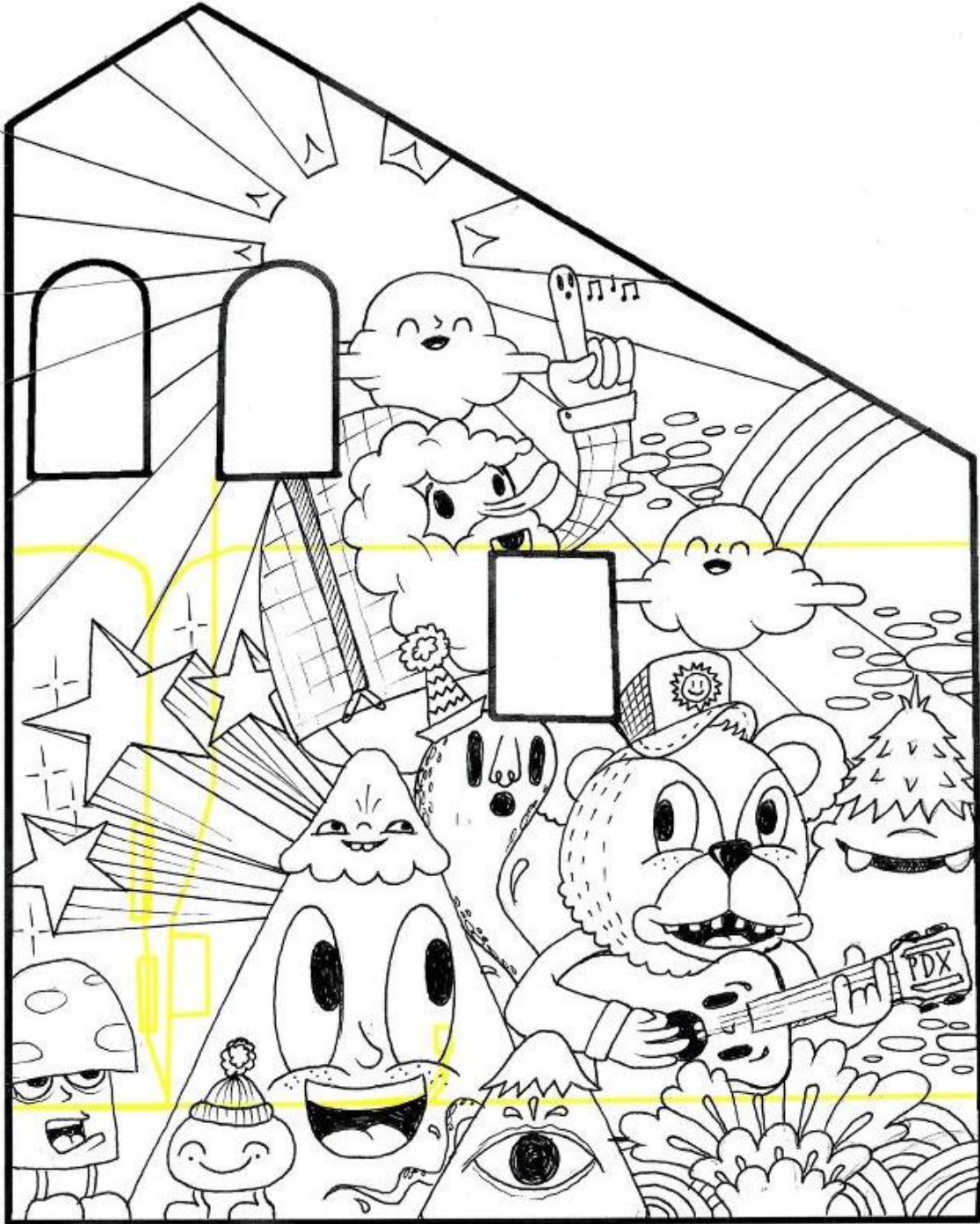
13-129520M1



City of Portland
REVIEWED FOR CODE
COMPLIANCE
MAY 16 2013
Permit Number _____

Mural Design Sketch

[You can include a sketch if you would like, but it is not required.]



Example Letter to the Neighborhood Association & Coalition:

Dear <NEIGHBORHOOD NAME> Neighborhood Association,

We would like to notify you about a proposed mural that will be painted on <BUSINESS NAME AND ADDRESS>. We have received permission from <OWNER'S NAME>, the owner <BUSINESS NAME>, and submitted the permit paperwork to the City of Portland Bureau of Development Services. The mural will be hand-painted directly onto the wall and will feature <BRIEF DESCRIPTION>.

A public meeting will be held to discuss the mural...

_____ (Date)

_____ (Time)

_____ (Location Name and Address)

We look forward to meeting you and answering any questions you may have.

Sincerely,

<MURAL ORGANIZER'S NAME>

<CONTACT INFO, EMAIL AND PHONE>

<INCLUDE A PHOTO OF THE WALL IF POSSIBLE>



You will receive a “Meeting Notice” PDF from the City of Portland that needs to be posted on or near the mural wall. Fill in a date 21 calendar days from now. They used to provide these posting boards, but now the notice should just be tapped to the wall. Take a photo of it up on the wall and send the City of Portland a note saying that the notice has been posted along with a picture of it on the wall.

**MEETING NOTICE
PROPOSED MURAL**

A permit application has been submitted to the City of Portland for a mural at this location. Before the permit can be approved, the applicant must hold a public meeting. The public meeting provides a setting for a mural permit applicant and neighborhood residents to discuss a proposed mural in an informal manner, to enable community input into the process of creating the mural, and to allow neighborhood residents to voice any concerns regarding the proposed mural with the permit applicant. This is not a hard use review and feedback received at the meeting is not binding on the applicant.

Meeting Date & Time: _____

Meeting Location: _____

Applicant: **JON STUMMEL**
(503) 413-0863

Site Location: **5155 S BURNHAMME ST**

Permit Number: **12-129920-000-00-MU**

Please contact the applicant with questions about this meeting.

The permit application may be reviewed at the Bureau of Development Services, Development Services, located on the second floor of 1900 SW 4th Avenue, Portland, from 7:30 AM to 4:00 PM weekdays.

A permit has been submitted to the City of Portland for a mural at this location. Per the Title 4 Original Art Mural Administration Rules, a mural permit applicant must post the site for 21 days prior to a public meeting to discuss the mural before the permit can be approved. Due to the local State of Emergency to slow the spread of COVID-19, a public meeting will not be held at this time to discuss this mural. The purpose of the public meeting is to provide a setting for a mural permit applicant and neighborhood residents to review a proposed mural in an informal manner, to enable community input into the process of creating the mural, and to allow neighborhood residents to share any concerns about the proposed mural with the permit applicant. This is **not** a land use review, and feedback received at the meeting is not binding on the applicant. In lieu of the public meeting during the State of Emergency, please direct any comments or questions about this proposed mural to the contact below.

Applicant: *Portland Street Art Alliance, TIFFANY CONKLIN*
(503) 847-9406 INFO@PDXSTREETART.ORG

Site Location: *920 SE CARUTHERS ST*

Permit Number: *22-162650-000-00-MU*

Please contact the applicant with questions about the mural.

End of Posting Period (21 days from posting): *8/11/22*

The permit application may be reviewed at the Bureau of Development Services, Document Services, located on the second floor of the 1900 Building, 1900 SW 4th Avenue, Portland, from 7:30 AM to 4:00 PM weekdays. **PLEASE REFER TO THE BDS WEBSITE FOR BUILDING ACCESS DURING THE STATE OF EMERGENCY:** www.portlandoregon.gov/bds. Contact the BDS Zoning Hotline with questions about the permit application if access to the building is not allowed; 503-823-7526.

[the Mural Admin Rules](#) require notification of **both** the Coalition and the Neighborhood (Section III.B.3.b). In some cases, the neighborhood association and coalition have the same mailing address, and in these cases both the coalition and association must still be notified separately. It's a clunky procedure, but the main purpose of the mural admin rules and Title 4 are that of neighborhood notification, so we must ensure that neighborhood involvement process is completed.