



# City of Desert Hot Springs

11999 Palm Drive, Desert Hot Springs, CA 92240  
 www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

## UTILITY AND TRAFFIC SIGNAL CONTROL BOX ART IN PUBLIC PLACES APPLICATION

This fillable application can be found on:  
<http://www.cityofdhs.org/public-works-documents>

| FOR OFFICE USE ONLY |  |
|---------------------|--|
| Case No.            |  |
| Approved/Denied     |  |

### UTILITY AND TRAFFIC SIGNAL CONTROL BOX ART IN PUBLIC PLACES

applications are reviewed by the Community and Cultural Affairs Commission and recommendations are forwarded to the City Council for consideration to approve, conditionally approve or deny an application. The purpose of the Utility and Traffic Signal Control Box Art in Public Places Policy is to promote public art; enhance the City's aesthetic environment through public art; and establish requirements and procedures for the program. The program aims to maintain a visual arts program for the residents and visitors of Desert Hot Springs; add to the economic vitality of the community; and enhance the environment and unique character of Desert Hot Springs.

|                                      |  |        |  |
|--------------------------------------|--|--------|--|
| Applicant Name                       |  | Phone  |  |
| Applicant Street Address             |  | E-Mail |  |
| Applicant City, State, Zip Code      |  |        |  |
| Property Owner Name                  |  | Phone  |  |
| Property Owner Street Address        |  | E-Mail |  |
| Property Owner City, State, Zip Code |  |        |  |
| Artist                               |  | Phone  |  |
| Artist Street Address                |  | E-Mail |  |
| Artist City, State, Zip Code         |  |        |  |
| Title of Artwork                     |  |        |  |
| Description of Artwork               |  |        |  |
| Site Location of Artwork             |  |        |  |
| Media Materials                      |  |        |  |

|  |  |      |  |
|--|--|------|--|
| Signature of Applicant/Artist                              |  | Date |  |
| Signature of Property Owner(s)<br>If not same as Applicant |  | Date |  |

(Separate written authorization by property owner to submit application may be provided.)

NOTE: FALSE OR MISLEADING INFORMATION GIVEN IN THIS APPLICATION  
 SHALL BE GROUNDS FOR DENIAL.

**CITY OF DESERT HOT SPRINGS  
UTILITY AND TRAFFIC SIGNAL CONTROL BOX ART IN PUBLIC PLACES  
APPLICATION SUBMITTAL REQUIREMENTS**

1. **Application:** A completed application.
2. **Resume:** A resume of the artist's experience.
3. **Rendering of Proposed Art:** Copy of drawings, images and/or photos of the conceptual art to be installed on the utility or traffic signal control box.
4. **Paints:** Type of paints being used.
5. **Cost:** Costs involved in the proposal.
6. **Site Plan:** Showing location of utility or traffic signal control box. A satellite image should be included
7. **Schedule:** Proposed schedule for completion of the project. Shall not be more than 60 days. This will only apply if artist's concept is approved by the City Council.
8. **Acknowledgement of Conditions:** Signed acknowledgement.

**Locations Available:**

Palm Drive  
Mission Lakes Boulevard  
Pierson Boulevard  
Hacienda Avenue  
Two Bunch Palms Drive

Dillon Road  
Indian Canyon Drive  
Little Morongo Drive

**Stipend Payment Per Box:**

\$500.00 (no more than)

**POLICY FOR INSTALLATION OF PUBLIC ART ON  
UTILITY & TRAFFIC SIGNAL CONTROL BOXES  
REVISED AUGUST, 2014**

**1. PURPOSE**

The purpose of this policy is to provide a process and procedure for the installation of public art on utility and traffic signal control boxes located within the City's right-of-way. The intent of this policy is to, create a way to improve the image of the community; add character to the community; enhance pedestrian and driving experiences by incorporating art into the streetscape; reduce graffiti on utility and traffic signal control boxes; promote and enhance the City's aesthetic environment through public art; continue to maintain a visual arts program for the residents and visitors of Desert Hot Springs; and promote the economic vitality of the community.

**2. DEFINITIONS**

- A. Utility Box: A metal box installed at various locations along public utility easements and right-of-ways that contain electrical, telephone, or cable television switches and connections.
- B. Traffic Signal Control Box: A metal box installed at various locations along public utility easements and right-of-ways that contain switches and connections for controlling traffic signal operations.

**3. PROCESS & PROCEDURES**

- A. City staff shall solicit local artists for a specified period of time to submit an application for the installation of public art on utility and traffic signal control boxes with art concepts at specific locations throughout the City. The preference for future boxes shall be located on Palm Drive, Mission Lakes Boulevard, Pierson Boulevard, Hacienda Avenue, Two Bunch Palm Drive, Dillon Road, Indian Canyon Drive, and Little Morongo Drive, however any utility box in the City could be chosen.
- B. In August of each year the Community and Cultural Affairs Commission (CCAC) shall pick a specific number of utility boxes at specific locations that will be available to be painted by local artists. The boxes can be blank or replacement of existing art.
- C. In August of each year the CCAC shall advertise a Call for Artists to compete to paint the Utility Boxes. The advertising period shall be set by the CCAC and be a minimum of two weeks and a maximum of 6 weeks. All applications shall be submitted by 5:00 p.m. on the final date as defined in the Call for Artists. Each artist shall submit a complete City application that shall include a rendering of the proposed art, resume of the artist's experience, types of paints being used, and specific costs involved in the proposal.
- D. All applications and proposed art concepts are to be submitted to the Planning Division of the Community Development Department.
- E. In the October CCAC meeting, City staff shall prepare a staff report with a list of artists and a brief description of each proposal and forward them to the CCAC for their approval. City staff shall notify the applicant/artist of the date and time of the meeting where their proposed art concepts will be considered by the CCAC.
- F. At the October CCAC meeting, each artist shall present his/her vision of their proposal.
- G. Although there is no identified theme for future proposals, preference will be given to art which relates to the history, character, or cultural identity of the City of Desert Hot Springs.

- H. The CCAC shall review the proposed art, approve the art and the amount of the award based on the size and number of utility boxes with the minimum award being \$500. The City Council can appeal any decision made by the CCAC to a City Council meeting.

Applications greater than \$5,000 shall be referred to the City Council for ratification. City staff shall notify the applicant/artist of the date and time of the meeting where their proposed art concepts will be considered by the City Council.

- I. The CCAC shall approve the art, location and amount of award and direct to staff to proceed with a Short Form Contract between the City and the artist. The artists will have to comply with the "Acknowledgment of Conditions" and any and all City contract requirements.
- J. City staff will coordinate all work with the utility company and artist to ensure compliance with any and all conditions and legal requirements.
- K. At the conclusion of the work, City staff will report back to the CCAC. City staff will maintain a file of all utility and traffic signal control boxes within the City that are improved with public art.

**Acknowledgment of Conditions for  
Painting Utility and Traffic Signal Control Boxes**

1. The utility company and/or City will authorize painting of certain equipment for the purpose of graffiti abatement and enhancement of aesthetics in the community.
2. Graffiti marked pads, slab boxes, vault lids, above ground concrete or traffic control signal boxes may be painted or sand blasted to remove graffiti.
3. Parties granted authorization to remove graffiti from utility equipment shall perform all the work and absorb all costs for such activity; except that the utility company and/or City may furnish, without charge, paint for graffiti abatement only.
4. Equipment identification numbers, designations, stencils or signs, handles, and locks must not be painted.
5. Parties granted authorization to change the color of utility equipment shall perform all the work and absorb all costs for such activity.
6. Only acrylic paints and/or polymer stickers shall be used. Use of insulating or restrictive coatings, such as plaster, mortar, roofing tar, or any other material that affect ventilation or heat transfer, are not permitted.
7. An orientation and training meeting will be conducted by the utility company and/or City personnel with the Party to develop an understanding of these conditions before any art work or graffiti removal is started.
8. Party acknowledges and agrees that, should any damage or injury occur during or, as a result of the painting of equipment, the utility company and City will not be liable. A waiver must be signed by all Parties participating in the Program.
9. The utility company and/or City retains the right to recover the full cost of restoring equipment to an acceptable condition when such equipment is painted in non-compliance with the foregoing terms and conditions.
10. Applicant shall be responsible for all costs associated with graffiti coating of the utility boxes to be painted with art.
11. It is the sole responsibility of the Contractor to clean-up the area where the artwork is performed. Any spilled paint will need to be removed and any damaged landscaping/lighting will need to be replaced at the Contractor's expense.

\_\_\_\_\_  
Authorized Signature of Party

\_\_\_\_\_  
Date