



# Crosswalk Banners

## Arts in the Right-of-Way (AROW) Program

Crosswalk banners enhance the safety and aesthetic of the District's crosswalks, which provide a safe space for pedestrians to navigate public space. Through this new permit, DDOT is committed to working with interested groups to beautify pedestrian spaces in the public right-of-way. This permit is part of DDOT's [Arts in the Right-of-Way \(AROW\) Program](#).

### Eligible Organizations

The following organizations are eligible to apply for a Crosswalk Banner permit:

- Business Improvement Districts (BIDs) and
- Nonprofits and community-based organizations.

Crosswalk banners are typically associated with these organizations because of the cost of materials and installation, and more importantly, the maintenance required by the Applicant.

### Requirements

The following are DDOT's requirements for a crosswalk banner. All requirements will be checked for during the permit review process. Depending on the specific location, DDOT may include additional requirements to ensure safety of all roadway users.

### Design Requirements

- Art should reflect the culture, spirit, and history of the surrounding neighborhood and District in a way that is appropriate for the location of the crosswalk banner.
- Banners shall be placed on one or both sides of a crosswalk and have a width of no more than two (2) feet. A buffer of one (1) foot shall be included between the crosswalk and the banner.
- Banners should not impact existing or planned bicycle infrastructure, such as bike boxes or bike lanes.
- Cannot include any form of advertisement, commercial promotion, or copyright protected images.
- Shall not include speech of any kind.
- Materials for the design must be made of white or colored preformed thermoplastic, or a similar permanent material. Paint is not permitted.
- DDOT holds the right to deny or request modification to design.



## Installation Requirements

- Contractor shall not drill into the roadway.
- A primer adhesive should be applied to the roadway prior to the installation of preformed thermoplastic.

## Maintenance Requirements

- Applicant must sign a maintenance agreement taking full responsibility for maintenance of the art.
- DDOT reserves the right to remove the banner to attend to maintenance or modification of the roadway.
- DDOT will conduct an inspection post-installation to ensure art does not impede function of the roadway.

## Permitting Process

Applicants can apply for a Crosswalk Banner permit through DDOT's [Transportation Online Permitting System \(TOPS\)](#). For any questions about the process or required documents, please email the AROW team at [neighborhood.planning@dc.gov](mailto:neighborhood.planning@dc.gov). The permit will be reviewed by DDOT's AROW team and Safety team. Below are the documents that are required for submission in TOPS.

## Required Documents

- **Site Plan and Photos**
  - An aerial map of the location of the crosswalk banner
  - Photographs of the existing condition of the roadway
  - Site plan of the crosswalk and associated banner design (see Example Site Plan below)
    - Dimensions of the crosswalk and proposed banner
  - Detail of the materials that will be used
- **Signed Maintenance Agreement**
- **Traffic Control Plan**
  - Show the designated work zone, traffic control signs, channelizing devices, barricades, existing pavement markings, peak hour restrictions, and detour plan(s)
- **Demonstration of broad neighborhood support, including any of the following:**
  - Letters of support from:
    - Adjacent property owners
    - Adjacent businesses
    - BID or other neighborhood organizations
  - Petition signed by nearby residents
  - ANC resolution



## TOPS Instructions

Once logged into TOPS, Applicants should apply for all AROW projects through the *Other Work Related Occupancy* permit category found under *Occupancy Permits* in TOPS. Please follow the instructions below regarding permitting:

- TOPS will ask for a building permit number, enter 99999999 to bypass and continue with the permit;
- TOPS will ask for the location of the permit, the applicant should use the block range rather than the address (for example, submit the 800 Block of 14<sup>th</sup> Street NW rather than 801 14<sup>th</sup> Street NW);
- Submit all required documents when prompted to upload documents. It does not matter what category they are uploaded in;
- If the Applicant has not been in contact with the AROW team prior, please sent permit tracking number to [Neighborhood.Planning@dc.gov](mailto:Neighborhood.Planning@dc.gov) once the application has been submitted in TOPS.

## Example Site Plan

