



# Mn/DOT POLICY-GUIDELINE

**Date:** April 4, 2011

## **Position Statement:**

For Mn/DOT Bridges equipped with a state-of-the-art lighting system to illuminate the underside of the bridge. This policy is to address external requests for special lighting.

Mn/DOT will accept requests for special lighting to recognize events that have been:

1. Issued a permit for an event by a City or endorsed in a resolution adopted by the City Council where the bridge is located; or
2. Issued a permit for the event by the County Board or endorsed in a resolution adopted by the County where the bridge is located.

## **I. Application Process**

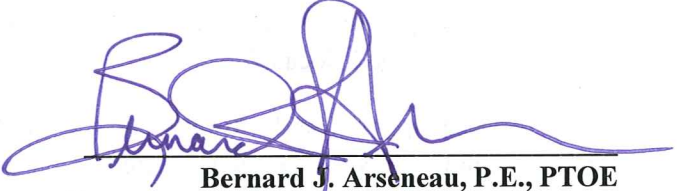
A. An applicant must submit a letter to the Mn/DOT District Engineer requesting special lighting for its event. The letter must contain the following information:

1. Name of organization, address, phone, email address, name, address, and phone number of contact person;
  2. Description of the event;
  3. Date of the event;
  4. Color of lighting requested; and
  5. Copy of the permit issued by City or County for the event; or
  6. Copy of the resolution adopted by the City or County endorsing the event.
- B. A request must be submitted to the Mn/DOT District Engineer 30 days in advance of the date for which the lighting request is made.

## II. Approval Process

- A. The Mn/DOT District Engineer will review each application. An application that meets the criteria in Section I. will be granted to the first requestor for special lighting for that date.
- B. The Mn/DOT District Engineer must inform the requester whether the request has been approved or denied within ten days after receiving the application for special lighting,
  - 1. Approved requests will be granted for one night only.
  - 2. Only one special lighting request will be granted for each requester annually.
- C. The Mn/DOT District Engineer will work with the appropriate district staff to program the bridge lighting.

Questions regarding the policy should be directed to the District Public Affairs representative.



**Bernard J. Arseneau, P.E., PTOE**  
**Deputy Commissioner and Chief Engineer**