

# **City of Alameda- Public Art Application Instruction & Submittal Requirements**

Please submit the following application materials to the City of Alameda, Planning & Building Department. City of Alameda staff must receive all application materials in order to schedule a Public Art Commission (PAC) review meeting. The review meeting will be set within sixty (60) days once all application materials are complete.

1. A completed Application
2. Site plan of the development, which includes the following:
  - a. Proposed placement of the Public Art
  - b. Orientation of the Public Art
  - c. Distance in measurement between the Public Art and public streets
3. A sample, model, photograph, or drawings of the proposed Public Art
4. Sample materials or finishes of the proposed Public Art
5. Landscape plan, which includes the following:
  - a. Location(s) of trees and shrubbery
  - b. Type(s) of trees and shrubbery
6. A resume of the proposed artist
7. Slides and/or photographs of the proposed artist's past works including Public Art, which demonstrates like Public Art to the proposal
8. A written statement by the artist describing any theme or development of the Public Art, which includes the following:
  - a. The manner in which the proposed Public Art meets the Guidelines in subsection 30.65.10 from the Public Art Ordinance
  - b. The manner in which the Public Art will be displayed and is visible from public right-of-way or public property
  - c. If an on-site cultural program, art space, or cultural facility, the manner in which the public will gain access to such programs, spaces, or facilities
9. A written statement by the artist declaring the valuation of the Public Art
10. A maintenance plan, which includes the following:

- a. Instructions for routine preservation
- b. Instructions for long-term preservation

11. A budget breakdown, which includes the following:

- a. Artist fees for design concept of Public Art
- b. Materials, fabrication, transportation, and installation of Public Art
- c. Art Consultant fees, if applicable

\*Total Budget should equal or exceed the minimum 1% art allocation

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# City of Alameda Public Art Application

Date Submitted: \_\_\_\_\_

Project Name: \_\_\_\_\_

Art Allocation: \_\_\_\_\_

Development Location/Address: \_\_\_\_\_

Developer: \_\_\_\_\_

Contact Person (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Artist: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Art Project Title: \_\_\_\_\_

Proposed Art Site (Be Specific): \_\_\_\_\_

\_\_\_\_\_

Description of Art Project: \_\_\_\_\_

Scope/Dimensions: \_\_\_\_\_

Media: \_\_\_\_\_

