



**MEMO TO:**

**FROM:** Jessica Rubenacker, Cultural Arts Administrator  
Carolyn Hope, Park Planning & Cultural Arts Manager

**DATE:** *Revised November 9, 2018*

**SUBJECT:** Procedures for Reviewing Privately Developed Public Art

**I. PURPOSE**  For Info Only  Potential Agenda Item  Scheduled for Council Action

**II. RECOMMENDATION**

Develop a zoning code amendment to address the privately developed public art approval process. In the interim, ask City Council to adopt a resolution with these procedures.

**III. DEPARTMENT CONTACTS**

Carolyn Hope, Park Planning & Cultural Arts Manager  
Karl Almgren, Senior Planner, Parks and Recreation

Jae Hill, Planning Manager, Long Range Planning  
Janet Lee, Senior Planner, Long Range Planning

**IV. DESCRIPTION/BACKGROUND**

The Parks and Recreation Department has been collaborating with the Planning Department on a criteria and procedures for reviewing privately developed public art. This is the first briefing on a proposal from the team. This proposal addresses:

- The definition of public art
- The type of privately developed public art projects that require city review
- The process for reviewing such projects
- The form in which these policies should be finalized.

**BACKGROUND**

The City does not have any policy, code, or resolution that addresses when or how the City should review public art projects proposed by a developer. The 2015 Public Art Plan recommends development of strategies to work with private developers to integrate public art into their projects through the planning and development review process.

In the past couple of years, the planning department and/or the Design Review Board have encouraged developers to use art to treat blank walls or as a public benefit in a master planned development. In addition, some developers have proposed public art on their projects voluntarily.

A. Definition of Public Art

Per the Redmond Public Art Plan (2017), “Public art is art in any media designed by an artist that has been planned and executed with the specific intention of being sited or staged in the physical public domain, usually outside and accessible to all.” Public art is not an artistic element, such as a designed element that is not artist-commissioned.

B. Type of Privately Developed Public Art Projects Requiring City Review

Private developments that propose a public art element that meet one of the following conditions will require City review:

1. Satisfaction of a code or design review board requirement (e.g. blank wall)
2. Fulfilling a public benefit in a development agreement, code incentive, or similar, and/or
3. Locating the artwork on city right of way or property

C. Process for Privately Developed Public Art Projects

- 1) Design Review Board reviews and comments on the Land Use application. If public art is proposed to fulfill a condition outlined in section B, the Design Review Board adds a condition that stipulates the Arts and Culture Commission will review and approve the public art proposal prior to the developer receiving their building permit.
- 2) Developer meets with the Cultural Arts Administrator to develop an initial concept.
- 3) Once concept is developed and ready to be presented to the Arts and Culture Commission for approval, the Developer submits a concept proposal form no later than 15 days prior to the Arts and Culture Commission Meeting. This will allow time for Commission agenda setting and review of the proposal by the Commission. The Concept Proposal Form will include the following items at a minimum:
  - a. Site plan showing locations of artwork
  - b. Scaled drawings of the art concept or art component, including at least one elevation
  - c. Context drawings
  - d. Material/color samples
  - e. Written proposal shall explain how the project meets the Arts and Culture Commission rating criteria listed in Section D (below) and at a minimum shall include:
    - a. A description and summary of a final design proposal for the artwork for the proposed project
    - b. Detailed maintenance requirements
    - c. A schedule for development, fabrication, completion
    - d. Proposed maintenance plan

- e. Budget (for development agreement projects or other projects with a budget requirement)
  - f. Artists resume/background
  - g. Evidence of assumption of liability by applicant or designee
- 4) Proposed Arts and Culture Commission Approval Process:
- a. Developer presents concepts at an Arts and Culture Commission meeting.
  - b. Commissioners provide their feedback individually, around the room, specifically to how the artwork meets or does not meet the outlined criteria in Section D.
  - c. Once everyone has spoken, the Commission votes yes or no to approve the concept;
  - d. A Commissioner then makes a formal recommendation to approve, approve with conditions, or reject the proposal.
  - e. Within seven days of the Arts and Culture Commission Meeting, the Cultural Arts Administrator shall send a letter to the developer with the final decision and copy planning staff with the approval letter, allowing for the planner to determine whether a Building Permit can be issued or not.

D. Arts & Culture Commission Criteria for Reviewing Privately Developed Public Art Projects

*Location Related Criteria:*

1. Relationship to other existing artwork in vicinity or future artwork proposed in the Redmond Public Art Plan or projects underway
2. Appropriateness of artwork location.
3. Appropriateness of artwork scale to the proposed site
4. Appropriateness of artwork to other aspects of its surroundings
5. Comply with any applicable neighborhood design guidelines

*Quality Related:*

1. Artist's credentials and recognition
2. Constructability of proposed artwork
3. Minimize public liability including, but not limited to American's with Disabilities Act (ADA) requirements,
4. Durability and craftsmanship in fabrication and production quality
5. Maintenance/conservation plan, including how to address vandalism

E. Form of Policy

These procedures should be a Redmond Zoning Code amendment, as these types of projects are for the most part required by code provisions. Since amending the Redmond Zoning Code takes time, staff suggests that we adopt these procedures as internal policy

for the interim and prepare a cut sheet that can be posted on the city website for developers to reference.

**A. Analysis**

To date, this process for developing the proposal has been internal and revised after trying to follow a similar process on a pilot case. The next steps for vetting the proposal are listed below.

- Conduct outreach with the development community.
- Seek recommendations from the Arts & Culture Commission and Design Review Board to City Council to approve this proposal.
- Update the City of Redmond Visual Arts Collection Management Plan (2010) with the Arts & Culture Commission review criteria and procedures for reviewing privately developed public art projects.
- Brief the City Council.
- Develop a cut sheet for the City website.
- Develop code language to be incorporated into the next zoning code update in 2019.

This proposal will improve service delivery for the development community by providing clarity on the definition of public art and the process for approving it. This proposal will require more staff and commission time to review public art proposals, but won't have a significant fiscal impact on the organization.

**V. TIME CONSTRAINTS**

Several developments are adding public art to their projects per DRB's request to fill a blank wall, master plan development agreement requirements, and voluntary efforts. They are and will be seeking guidance on how to meet city requirements for public art.

**VI. LIST OF ATTACHMENTS**

None