

Public Art, Monuments and Memorials Policy

POLICY NUMBER: 119-AD-10

Approval Date: February 23, 2010

Revise Date: January 12, 2010

Motion Number: CM20100223.1017

Repeal Date:

Supersedes:

Review Date:

1.0 Policy Intent

The City shall manage the acceptance and placement of all Public Art, Monuments and donated Memorials on public land within the City of Cold Lake

2.0 Purpose

2.1. Outline a process for the approval and management of Public Art, Monuments and donated Memorials on public land within the City of Cold Lake

2.2. Define the acceptance criteria the City will use in approving Public Art, Monuments and donated Memorials for display or use on public land.

2.3. Define the application requirements for an individual requesting the installation of Public Art or a commemorative Monument or donated Memorial on public land within the City.

2.4. Provide guidelines for determining appropriate locations for installation of proposed Public Art, Monuments and donated Memorials.

2.5. Ensure that the design and placement of Public Art, Monuments and donated Memorials enhance the aesthetic, recreational or cultural value of the public space in which it is located.

3.0 Policy Statement

This policy seeks to guide the City in approving and accepting all Public Art and Monuments and donated Memorials for placement on public land within the City.

Managerial Guidelines – Public Art and Monuments

ACCEPTANCE CRITERIA – PUBLIC ART AND MONUMENTS

3.1. Requests shall be judged on an individual basis.

3.2. No Public Art or Monument shall be erected unless it is consistent with the City's Municipal Development Plan, Land Use Bylaw and any applicable

- Area Structure Plan or Parks Plan.
- 3.3. Only Public Art or Monuments that satisfy one of the following criteria will be considered:
- 3.3.1. Commemorating an individual, community association or group that have contributed significantly to the City of Cold Lake.
- 3.3.2. Commemorating historical sites or events of local, provincial or national significance.
- 3.4. Proposals that intend to promote a religious or political cause, issue or event or are deemed to be offensive to members of the Community will not be considered.
- 3.5. Acceptable Public Art or Monuments can include the following:
- Original Art / Statues
 - Fountains
 - Plazas
 - Historical artifacts that are significant to the community □
 - Cairns or other markers bearing historical information
- 3.6 Donors shall be allowed to place a plaque bearing the name or names of donors or their logos on the Public Art or Monument. The City shall determine the appropriate size of the donor recognition plaque.
- 3.7 All Public Art or Monuments must be constructed of low maintenance, durable materials able to withstand the effects of outdoor climate and potential acts of vandalism.
- 3.8 The size and scale of any Public Art or Monument should respect its proposed setting and not dominate it.

ASSESSMENT AND APPROVAL PROCESS – PUBLIC ART AND MONUMENTS

- 3.9. Requests for placement of Public Art or Monuments on City property must provide the following information for assessment:
- 3.9.1. Applicants must provide satisfactory evidence that the individual, group, place or event being commemorated has had a significant contribution to the City of Cold Lake or its history.
- 3.9.2. Applicants must submit a design of the proposed Public Art or Monument including a description of the materials to be used in its construction.
- 3.9.3. The suggested location for placement of the Public Art or Monument along with the rationale for the suggestion of that particular location.
- 3.10. The City shall review the application and determine if the proposed Public Art or Monument meets the criteria and objectives of this policy. Any applications that do not meet the criteria or objectives of this policy will not be considered.
- 3.11. The City, with input from the applicant, shall determine the final location for placement of any proposed Public Art or Monument. The subject of any Public Art or Monument should be directly relevant to the location in which it is placed. Pedestrian and vehicular safety must be considered when determining the final location for placement. The final location may differ from that proposed by the applicant.

- the proposed design before granting final approval.
- 3.13. Upon Council approval the applicant agrees to:
- 3.13.1. Cover the full cost of designing, building and installing the proposed Public Art or Monument. The City shall oversee the installation at the applicant's expense.
- 3.13.2. The applicant may be required to provide an endowment for continued upkeep or operating expenses of the installation.
- 3.14. Upon final dedication, a letter of acceptance shall be conveyed to the applicant, and the Public Art or Monument shall become the sole property of the City of Cold Lake.

Managerial Guidelines – Donated Memorials

ACCEPTANCE CRITERIA – DONATED MEMORIALS

- 3.14. Requests shall be judged on an individual basis.
- 3.15. "Donated Memorial" shall mean an improvement(s) on public land whose purchase and installation was funded in memoriam of a deceased individual(s).
- 3.16. Acceptable Donated Memorials can include the following: ☐ Benches, tables and other urban landscape enhancements ☐ playground equipment
- 3.17. A small plaque will be affixed to any improvement(s) bearing the name(s) of the individual(s) in memory of whom the improvement(s) were funded.
- 3.18. Any donated Memorial becomes the sole property of the City of Cold Lake at the time of its purchase.
- 3.19. The City of Cold Lake does not encourage the placement of roadside memorials at the site of traffic fatalities. Any such memorials will be allowed to remain for a maximum of three (3) months, after which they shall be respectfully removed at the discretion of the General Manager of Infrastructure Services.

4.0 References

- 4.1. See attached document for templates of the application forms.

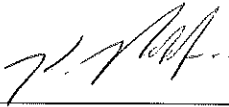
5.0 Persons Affected

Planning & Development
Public Works & Infrastructure
Corporate Services

6.0 Revision/Review History

February 26, 2010
Date

February 26, 2010
Date


Chief Administrative Officer


Mayor



Reference Policy 119-AD-10

6. Reasons for selecting the proposed location for placement: _____

7. Provide a list of materials to be used in the commemorative work and a drawing/sketch of the proposed work: _____

8. Please specify the estimated construction cost of the proposed commemorative work: \$ _____

9. Please specify the estimated annual maintenance cost of the proposed commemorative work: \$ _____

10. Please specify the projected life span (in years) of the proposed commemorative work: _____

11. Please specify the amount to be endowed to the city to provide for ongoing upkeep of the proposed commemorative work (Estimated annual maintenance cost (x) projected life span): \$ _____

12. Will the proposed commemorative work require a building permit? YES ☐ NO ☐

Public Art and Monument Application Checklist

- ☐ Application Form – Completed in Full
- ☐ Receipt of Fees (See Fee Schedule for Applicable Fees)
- ☐ Sketch/Drawing

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