

Cultural Arts Programs

Economic & Workforce Development



PUBLIC ART FOR PRIVATE DEVELOPMENT CHECKLIST FOR ON-SITE ART PROJECTS

SUPPLEMENTAL INFORMATION PACKET – TO BE SUBMITTED PRIOR TO, OR CONCURRENT WITH BUILDING PERMIT APPLICATION

1. **Updated construction valuation** (Including basis for valuation verified by Building Services staff.)
2. **Artwork budget** (Including enumeration of any consultant fees.)
3. **Value of artwork to be placed on site**
4. **Artist resume or C.V. and 3-5 examples of past work**
5. **Artist's contract** (Including project scope, schedule, materials and methods, etc.)
6. **Visual proposal** (Digital file and 11 x 17 in., color rendering of the proposed artwork / design.)*
7. **Project site plan, site photos and project mock-up** (Digital mockup or rendering indicating proposed artwork location within the development – to scale and in relation to all surroundings including landscaping, public rights-of-way, street frontage, parking lots, etc.)*
8. **Artist's statement and description of proposed artwork** (Including conceptual approach and other relevant design information; roles and responsibilities of all art project partners.)*
9. **Materials** (Include samples or photo documentation of samples.)*
10. **Maintenance Plan ***
11. **Programming Plan (If applicable- for Alternative Compliance Proposals including on-site art exhibit or cultural programming space.)**
12. **Planning and Building Documentation Requirements** (List of anticipated Building Services requirements, including additional signage and building permits, insurance, etc.)
13. **Optional: Community outreach documentation** (Or other indication of support for project from neighboring community.)

*Items may be included as part of the artist's contract materials for staff review.

Please Note: Certificate of Occupancy will not be issued until all items listed above and proof of artwork installation are received.

Contact your assigned Case Planner with questions regarding overall design review, project budget calculations and permits.

Contact Public Art staff with questions and more information regarding the Public Art requirements:

Kristen Zarembo, Acting Cultural Arts Manager: kzarembo@oaklandnet.com / 510-238-2155

Economic & Workforce Development Department

www.oaklandculturalarts.org