



# City of Fort Bragg Administrative Design Review for Art Application

707-961-2827

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The City Council of Fort Bragg has established an Administrative Design Review for Art process for murals, "quilt squares" and art that is visible from a Public right of way proposed for property in commercial and industrial zoning districts. This application describes the administrative design process and submission requirements. In order to encourage public art, this permit is provided free to the applicant and is generally approved over the counter by the Community Development Director.

**Please complete all sections below and please print legibly.**

**Installation Street Address** \_\_\_\_\_ **Parcel #** \_\_\_\_\_

**Property Owner Name** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Day Phone** \_\_\_\_\_ **email** \_\_\_\_\_

**Artist/Sponsor Name** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Day Phone** \_\_\_\_\_ **FAX** \_\_\_\_\_ **email** \_\_\_\_\_

**Type of Art (check all that apply)**

- Original Art Mural.** An Original Art Mural is defined as a hand-produced work of visual art that is tiled or painted by hand directly upon, or affixed directly to an exterior wall of a building. An Original Art Mural is not a mechanically produced or computer generated print or image, or murals containing electrical or mechanical components; or murals with changing images; these are all considered signs and regulated by the City's sign ordinance.
- Barn Quilt Square:** A painted single quilt square, fashioned on boards and mounted on the side of a commercial building.
- Public Art:** Permanent, temporary or functional art on a commercial site that is: 1) visible from a public right of way, and 2) that is "stand alone" e.g. not integrated into the architecture of the building.

**Proposed Art dimensions**

width	height	total area	If mural or Barn Quilt height above grade
ft.	ft.	sq. ft.	ft.

## Responsibility Statement

The property owner must agree to comply with each of the following terms as consideration for issuance of an Administrative Design Permit for Art. The application will not be accepted unless the property owner of the property on which art is to be located agrees to these terms by initialing each of them.

\_\_\_\_\_ No compensation will be received for the display of the art on this site.

\_\_\_\_\_ The proposed art is a hand-produced original work of art.

\_\_\_\_\_ ~~The proposed art will remain in place, without~~ alterations other than necessary maintenance and repair, unless approved through an amendment to this permit.

With my signature below, I attest that each of the above initialed items is true, and I agree to each of these terms. I understand that I am contractually bound by these terms for the life of the art.

Property Owner Name (printed) \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

### FOR INTAKE, STAFF USE ONLY

Permit Number \_\_\_\_\_ Application Intake Date \_\_\_\_\_

[Y] [N] Downtown

[Y] [N] Commercial Property

[Y] [N] Historic Property

## Administrative Design Review for Art - Submittal Requirements

All applications must be accompanied with the following information:

- Completed "Administrative Design Review for Art" application form, including signature of property owner
- One 11X17 copy of a site plan drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies:
  - property lines
  - building locations
  - Location of proposed art, mural or barn square
  - names of streets that abut site
  - north arrow
- One 11X17 copy of building elevations, drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies:
  - location and dimensions of proposed art, mural or barn square
  - If a mural or barn square height of the mural/barn square above grade
- Written description of material(s) used for the art, mural or barn square
- Photo, drawing, or other visual rendering of the proposed art, mural or barn square
- Engineer's analysis if the mural or barn square includes elements weighing more than 7 lbs. per square foot, or total more than 400 lbs. Murals and barn squares must be attached continuously along two sides for the full dimension of the mural at intervals no greater than 18 inches along the perimeter of the mural. Murals and barn squares painted or tiled directly on the building wall are not subject to this requirement.

## Administrative Design Review for Art - Design Guidelines

Art shall conform to the following design guidelines.

1. All quilt squares and murals shall be placed flush with the building and in a manner to discourage graffiti (e.g. location should be a highly visible spot, behind a protective fence, or at a height sufficient to discourage graffiti).
2. Quilt squares and murals of more than 100 square feet must be reviewed and approved by the Planning Commission. Smaller murals and quilt squares may be approved by the Community Development Director.
3. Art, quilt squares and murals are not permitted in the front or side yard setbacks.
4. Art, quilt squares and murals with a commercial message or advertising are prohibited.
5. The design of the art, quilt square or mural shall be compatible with the design, colors and proportions of the building and site on which it is proposed.
6. The design of the art, quilt square or mural shall highlight a positive aesthetic, artistic, environmental, cultural and/or historic theme of the Fort Bragg community that is appropriate for its proposed location.

If the Community Development Director is concerned about the design, placement, size, or compatibility of any proposed quilt square or mural design, the application may be brought forward to the Planning Commission for further consideration and a decision. This could be at no cost to the applicant.

If the Community Development Director denies the application, the applicant may appeal the decision to the Planning Commission for a fee of \$300.

If an application is denied by the Planning Commission, the applicant could pursue the standard City Council appeal process and pay the applicable appeal fee.

