

# Urban Art Requirement Process Flow Chart

Review Urban Art Policy and Procedures

Option 1: Place On-Site Artwork

Option 2: In-Lieu Fee Paid to Arts and Beautification Fund

Estimate project valuation—Consider all credits and deductions. Note: Final valuation is determined by the City’s Building and Safety Division.

Choose a Public Art Consultant.

Contact Urban Art Administrator to schedule Stage I review.

**Stage I: Artist Approval**  
The developer and/or public art consultant presents proposed project artists to the Arts and Cultural Affairs Commission for approval. Commission reviews artist selection procedure, resume, biographical materials and evidence of artistic/cultural experience.

**Stage II: Review Schematic Plan**  
The developer and/or public art consultant presents the Schematic Plan to the Commission for review and approval. Plan consists of art concept, timeline, art budget, maintenance information, and signed Developer/Artist Agreement.

**Stage III : Review Final Plan**  
The developer and/or public art consultant presents Final Art Plan to the Commission for review and approval. Art Plan consists of final project description, art budget, timeline, materials used, construction drawings and specs, as well as additional information. Please see Developer Guidelines for full details.

Complete requirement by:

**Stage IV: Construction and Final Review**  
The developer must notify the City’s Urban Art Administrator that the project is completed and request an on-site inspection. Developer must also submit documentation of the art expenditures, provide a detailed final maintenance plan, and a maintenance covenant as recorded by the County.

Payment to Fund must be made before building permit will be issued.