



**Salt Lake City Arts Council
Community & Economic Development Department**

**Salt Lake City: Gifts of Art Policy
Adopted by the Salt Lake Art Design Board
December, 2002**

INTRODUCTION

For many years, citizens of Salt Lake City and others have contributed to the City's public art collection with generous gifts of artwork, ranging from sculpture to water features to monuments. It is the responsibility of the Salt Lake Art Design Board to review such proposed gifts on behalf of Salt Lake City and make recommendations to the Mayor, who makes the final decision in such cases. The Salt Lake City Arts Council is the City agency responsible for managing the City's public art program, including proposed gifts or donations of art.

*Reference: Salt Lake City Ordinance, Chapter 2.30
"2.30.030*

G. Except for works of art donated to the City by a sister city, the Design Board shall be responsible for the examination and acceptance or rejection of all works of art offered to the City as a donation or gift. All such donations or gifts shall meet the same standards as required for percent-for-art selection."

Guidelines and Criteria for Review Process for Proposed Gifts of Art

I. Written Proposal or Letter of Intent

A written proposal or letter of intent must be submitted to the Salt Lake Art Design Board for their review. The material submitted should include specifications of the proposed gift, including artist, title, dimensions, material, proposed location, and a profile on both the artist and the donor. Depending on the proposed gift, other information that may be requested could include a maquette, drawing or photograph of the work, site drawings, installation details, a professional appraisal of the value of the work, and estimate for maintenance costs and maintenance instructions and schedule.

II. General Standards

In general, the acceptance and placement of donated works of art should be in accordance with general standards of the public art program. The proposed site should

be described in the written proposal. The location and design of the gift should be consistent with the character and design intentions of the proposed site. The quality, scale and character of the gift should be appropriate to the particular site. Maintenance, public safety and vandalism issues will also be considered. Donation of works that require the City to pay for site preparation, installation, framing, restoration or repair are not encouraged. The Salt Lake Art Design Board will evaluate such expenses at the time the work is being considered.

The Salt Lake Art Design Board may ask for assistance in the review from such City agencies as Engineering or Planning before making a recommendation. Should the gift be proposed for a historic building, site or district, the Salt Lake Art Design Board will consult with the Planning staff and the Historic Landmarks Commission. The Salt Lake Art Design Board may ask the agency that will become responsible for the artwork (for example: Parks, Facility Services, Police Department) to make a recommendation on its acquisition. The Salt Lake Art Design Board may also choose to consult with design professionals on issues that require their expertise.

III. Memorial Gifts

Memorial gifts raise other issues to be considered. The significance of the event or person being memorialized must be documented in the proposal. The memorial must represent broad community values and be meaningful to future generations. The location for a memorial is particularly important in the consideration and the proposal should include a justification for the proposed site. The context of the proposed memorial and its relationship to the site will be considered.

IV. General Criteria

In general, as with all public art, the following criteria will be considered: Quality and artistic merit, pedestrian traffic patterns, public safety, relationship to built and natural environment of the site, users of the proposed site, future development plans for the site, landscape design, existing artwork at the proposed site, environmental concerns, visibility and public accessibility to the work.

V. Associated Costs

In general, the donor should cover the costs of shipping, fabrication and installation. If necessary to the project, the donor should also be responsible for engineering requirements, design and cost of pedestal, identification plaque (with review by the City), special lighting, structural support and foundation, and landscaping of the site. In some cases, the donor may establish a maintenance fund for the work.

VI. Terms of Agreement

An agreement will be drawn up for signature by the Mayor and the donor, providing the terms of acceptance of the gift. In most cases, the artwork will be donated outright and become the property of the City. In some cases, the gift may be on long-term, permanent, or temporary loan to the City, in which case the terms of such a loan will be included in the agreement.