



# LAWRENCEVILLE

---

## Policy Name: Placement of Public Artwork on Public Property

---

**City Manager Policy:**

**Effective Date:**

### **PURPOSE**

The purpose of this policy and procedure is to establish a clear and structured process for reviewing and approving requests for the placement of public artwork (murals, monuments, sculptures, etc.) on public property. This process ensures that all proposed artwork align with the city's values, cultural identity, and public interest, while considering artistic, historical, environmental, and social impacts. Installation of private artwork on public property is prohibited. Once approved and installed, the artwork shall become the property of the City, and the City shall be responsible for maintenance of the artwork.

### **SCOPE**

This policy applies only to the placement of public artwork on property owned or managed by the City of Lawrenceville. This includes, but is not limited to, parks, streets, plazas, public buildings, and other city-owned or designated spaces.

### **GENERAL POLICY**

#### **Policy Overview:**

The **Lawrenceville Arts Commission (the Commission)** will be responsible for reviewing all requests for the placement of artwork on public property and providing a formal recommendation to the City Council regarding the approval or denial of the proposal.

The Commission's role includes:

1. **Review of Proposals:** Evaluate the artistic, historical, cultural, and social significance of proposed artwork.
2. **Recommendation:** Provide a written and verbal recommendation to the City Council for each proposal.
3. **Public Engagement:** Ensure public participation and input into the decision-making process, by accepting public input at the Arts Commission meeting on the date the proposal is being considered.
4. **Impact Assessment:** Assess the environmental, logistical, and long-term maintenance implications of the artwork placement.

## Procedure for Requesting Placement of Public Artwork on Public Property:

### 1. Submission of Proposal:

- Any individual, organization, or entity wishing to place artwork on public property in Lawrenceville must submit an online formal request to the Commission.
- The online proposal must include:
  - **A detailed description** of the artwork, including materials, design, size, and intended location.
  - **Artist credentials** or the artist's portfolio.
  - **Purpose and significance** of the artwork, detailing its historical, cultural, or educational value.
  - **Community impact assessment**, explaining how the artwork fits within the city's cultural framework and its anticipated public reception.
  - **Financial information** outlining the expected cost of commissioning, installation and ongoing maintenance.
  - **Maintenance plan**, outlining the long-term care and upkeep of the artwork.
  - **Public engagement plan** (if applicable), such as community meetings, surveys, or feedback processes.

### 2. Initial Review:

- Upon receiving the proposal, the Commission will ensure that all required materials have been submitted.
- The Commission may request additional information or clarification from the applicant if needed. The application may be subject to additional staff review for engineering, building regulation compliance.
- 

### 3. Community Engagement:

- The Commission will facilitate public engagement activities for artwork proposals. This may include public meetings, surveys, or other methods of soliciting feedback from local residents, businesses, and relevant stakeholders.
- The Commission will collect and incorporate community input into its evaluation of the proposal.

4. **Evaluation Criteria:** The Commission will evaluate the proposal based on the following criteria:
- **Artistic Merit:** The quality, creativity, and relevance of the proposed artwork in enhancing public spaces.
  - **Cultural and Historical Relevance:** The importance and appropriateness of the artwork to the community's heritage and values.
  - **Location Considerations:** The suitability of the proposed location in terms of visibility, accessibility, safety, and community context.
  - **Community Impact:** The potential effects of the artwork on the community, including any divisiveness, inclusivity, or public benefit.
  - **Maintenance and Durability:** The artwork's expected durability and maintenance needs, including a plan for long-term care.
  - **Cost:** The financial feasibility of installing and maintaining the artwork, including projected costs. Provide full details of the cost of the artwork not only the commissioning of the artwork, but also the estimated funding to cover installation and long term maintenance and upkeep.

5. **Recommendation to the City Council:**

- After completing its review, the Commission will prepare a formal recommendation to the City Council. The recommendation will include:
  - **Approval** of the proposed artwork and its location.
  - **Conditional approval**, with suggested changes or additional requirements (such as further community engagement, design revisions, etc.).
  - **Denial**, providing specific reasons for the decision.
- The Commission may also suggest an alternative location, or design if deemed appropriate.

6. **City Council Review and Final Decision:**

- The City Council will review the recommendation during a public meeting.
- The City Council will vote to approve or deny the proposal.
- If approved, the city will coordinate with the applicant for the installation of the artwork.

- The Commission will ensure that all proposals and recommendations are publicly available on the city's official communications platforms 30 days prior to the Arts Commission meeting when the proposal will be considered.
- Public notices will be issued for any meetings where artwork proposals are discussed or voted upon by the Commission or City Council.
- The public will be invited to submit comments online during the 30 days prior to the application being considered at the scheduled Arts Commission meeting or attend meetings related to the artwork proposals. Online comments will be received by the Arts Commission at the designated email address.

### **Amendment and Review:**

- The policy and procedure will be reviewed periodically by the Commission to ensure it remains effective, transparent, and aligned with city goals.
- This policy shall not take effect until approved by the City Council in a public meeting. Any amendments or revisions to the process will require approval by the City Council in a public meeting.

Approved by: \_\_\_\_\_  
David Still, Mayor