

ORIGINAL  
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RESOLUTION NO.: R-2024-063

*Adopting a City of Columbia Public Art Placement Policy and Public Art Placement Application*

WHEREAS, on April 22, 2014, the Mayor and City Council approved Resolution No.: R-2014-040 adopting a Public Art Receipt and Process to Procure Policy; and,

WHEREAS, on July 9, 2024, the Arts, Historic Preservation and Philanthropy Committee endorsed a City of Columbia Public Art Placement Policy and Public Art Placement Application; and,

WHEREAS, this policy and process will apply to any person, group, or agency considering the placement of public art on city-owned property and right-of-ways; and NOW THEREFORE,

BE IT RESOLVED this 6<sup>th</sup> day of August, 2024, that the Mayor and City Council of the City of Columbia, South Carolina hereby adopt Resolution No.: R-2024-063 to adopt as official the City of Columbia Public Art Placement Policy and the City of Columbia Public Art Placement Application attached hereto. This policy replaces and supersedes all previous City of Columbia Public Art Placement Policies and Applications of the City or its departments.

Requested by:

Henry M. Simons, ACM

Mayor

Approved by:



City Manager

Approved as to form:



City Attorney

ATTEST:



City Clerk

Introduced: 8/6/2024

Final Reading: 8/6/2024



## **PUBLIC ART PLACEMENT POLICY**

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### **PURPOSE**

To provide a process for public art placement so that City Council may approve various art throughout the city limits. This policy applies to any individual or organization considering the placement of public art to include but not limited to, statues, monuments and memorials within a City-owned facility or right-of-way.

### **CRITERIA FOR PLACEMENT**

- Any proposed public art should complement the public space and enhance the visual quality of the community by providing color and/or character that represents the City of Columbia's mission, vision and values.
- Public art commemorating a particular individual, organization or event shall be limited to individuals, organizations or events that have had a direct cultural, historical, or humanitarian impact on the City.
- The application shall include information on the artist, written description of the artwork (size, materials, etc.), its background, a photograph or drawing of the artwork, the proposed site, proposed installation materials, justification, and a maintenance plan.
- Justification should include identification of the person, group, or event to be honored; a brief narrative explaining the importance of the person, group, or event and its direct, proven relationship to the city or state; a brief explanation of the visitor experience; and rationale for the proposed public art location.
- The placement of public art within the City's right-of-way shall adhere to the City of Columbia encroachment ordinance process.

### **PROCESS FOR PLACEMENT**

The placement of public art shall be sponsored and approved by City Council through the following process:

- An application is completed and submitted either by an applicant or the sponsoring City Councilmember to the Arts, Historic Preservation and Philanthropy Committee.
- Upon favorable review of the application, the Arts, Historic Preservation and Philanthropy Committee will forward the application to One Columbia for Arts and Culture whose goal is to commission public art of lasting value, promote diversity among artists and arts experiences in the City, and focus on issues and locations that foster civic dialogue.



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- Upon review of the application, One Columbia for Arts and Culture will submit their recommendation to the Arts, Historic Preservation and Philanthropy Committee.
- If the application is endorsed by the Arts, Historic Preservation and Philanthropy Committee, the City Attorney will prepare a resolution for consideration by City Council. An encroachment ordinance will be drafted if the public art is placed in the right-of-way.
- Upon a favorable vote by City Council to place the public art within a City-owned facility, site or right-of-way, the applicant can proceed with the installation as outlined in the approved application.

### **Proposed Workflow:**

**Arts, Historic Preservation and Philanthropy Committee**



**One Columbia for Arts and Culture**



**Arts, Historic Preservation and Philanthropy Committee**



**Columbia City Council**

*In the event of any conflict between the provisions of this policy and state law, state law shall prevail and be controlling.*



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## PUBLIC ART PLACEMENT APPLICATION

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Please see submission checklist for materials necessary for application.  
**SUBMISSION MATERIALS MUST ACCOMPANY APPLICATION.**  
Application form and materials are **DUE AT 4:00 p.m.** thirty (30) days prior to installation.

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- Is the designation:
- Public Art
  - Statue
  - Monument / Memorial
    - Individual Commemoration
    - Organization Commemoration
    - Event Commemoration

- Checklist:
- Application
  - Council Members (District and one At-Large Sponsor)
  - 3 Letter(s) of Support
    - One letter expressing Community support
    - One letter expressing Neighborhood/Neighborhood Association or Merchant Association support
    - One letter expressing Councilmembers' support
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Applicant Signature\*

Email Address

Print Name

Mailing Address

Phone Number

Date

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Check and initial acknowledging application requirements.

- \_\_\_\_\_ Artist Information, Description and photos of artwork.
- \_\_\_\_\_ Any changes to initial request must be made in writing no more than 30 days prior to art placement.
- \_\_\_\_\_ Artwork and resolution must be finalized at least 30 days prior to placement.
- \_\_\_\_\_ Applicant must provide letter(s) of support as outlined in the above checklist.



**PUBLIC ART PLACEMENT APPLICATION**

1. Name of individual, organization, or event to be commemorated:

\_\_\_\_\_

2. Title of Artwork:

\_\_\_\_\_

3. Attach a sheet describing the significant contribution (s) this individual, organization, or event has made in the community (no more than one-page)

4. Location, date, and time of unveiling ceremony (if approved):

*The placement of public art within the City's right-of-way shall adhere to the City of Columbia encroachment ordinance process.*

\_\_\_\_\_

5. District Council Member Sponsor: \_\_\_\_\_

At-Large Council Member Sponsor: \_\_\_\_\_

**FOR STAFF USE:**

Arts, Historic Preservation & Philanthropy Committee:  Endorsed  Rejected

One Columbia Review:  Approved  Rejected

Arts, Historic Preservation & Philanthropy Committee:  Endorsed  Rejected

Public Works:  Approved  Rejected

Parks and Recreation:  Approved  Rejected

Support Services:  Approved  Rejected

Public Safety:  Approved  Rejected