

Public Art Program

Checklist for Site Plan Projects

Contributing to the Public Art Fund

- ❑ Meet with Arlington County Public Art Program Staff prior to filing a Site Plan application
- ❑ Contribution Check

Commissioning Public Art On-Site

- ❑ Meet with Arlington County Public Art Program Staff
- ❑ Site Plan Application
- ❑ Hire art consultant
- ❑ Review choice of artist with Public Art Program staff
- ❑ Contact Public Art Program Staff to be placed on the PAC meeting agenda for artist approval.
- ❑ Create brief synopsis of the site plan
- ❑ A summary of the artist's experience/previous work.
- ❑ Create contract with artist (Visual Artists Rights Act of 1990)
- ❑ Develop concept and review with Public Art Program staff
- ❑ Present concept to the PAC (prior to issuance of the Excavation/Sheeting and Shoring permit)
 - ❑ Concept drawings
 - ❑ Written description
 - ❑ Projected budget
 - ❑ Proposed location for an interpretive sign
- ❑ Work must be installed prior to the issuance of the last partial Certificate of Occupancy
- ❑ Upon installation the following must be submitted to the Public Art Program Staff
 - ❑ Documentation of the work on-site
 - ❑ Maintenance plan
 - ❑ Final cost
 - ❑ Copyright agreement