

## STEPS FOR DEVELOPERS

To meet the Cultural Development Program requirement, final approval by Director of Recreation, Parks, And Library is needed to obtain Certificate of Occupancy.

## 01

- **Submit *Cultural Development Application + Developer's Acknowledgement Agreement***

Upon the Building Official's approval, Ordinance No. 1671 requires developers of commercial and industrial projects (including but not limited to new construction and tenant improvement) valued over \$2,000,000 to contribute to the Cultural Development program. The developer will be required to complete and submit 1. Developer's Acknowledgement & Agreement form and 2. Cultural Development Program Application by selecting one of three options:

1. Option (a): Commission or acquire and install new artwork either on or near the project site, with the appraised value of the artwork and any direct expenses, as outlined in the ordinance, totaling at least 1% of the project cost, as determined by the Building Official, up to a maximum of \$1,000,000
2. Option (b): Pay the City an amount equal to 1% of the project cost, as determined by the Building Official, up to a maximum of \$1,000,000
3. Option (c): Make the 1% contribution requirement by a combination of on-site artwork and a cash payment into the CDP fund. The total contribution should not exceed \$1,000,000

- Review *Ordinance & Administrative Guidelines*
- Refer any questions regarding the program to the Cultural Arts Coordinator

## 02

- If Chosen Option (b), submit payment to Finance Department. You may stop here.
- If Chosen Option (a) and Option (c). Continue reading for on-site artwork procedure.

## 03

- **On-site artwork procedure Outline**

refer to *Administrative Guidelines for Developers* for detail guidance

1. Submit the *Public Art Application*.
2. Meet with the Cultural Arts Coordinator to review guidelines.
3. Select artist and artwork; submit their résumé and portfolio.
4. Provide detailed plans on artwork location, accessibility, and compatibility.
5. Obtain a professional art valuation from a professional public art consultant.
6. Ensure artist signs agreement waiving applicable rights.
7. Coordinate with Cultural Arts Coordinator for obtaining ACC approval for the artwork.
8. File the *Public Art Maintenance Covenant* with the LA County Registrar Recorder.
9. Notify Cultural Arts Coordinator upon completion and request on-site inspection.
10. Developers must install a plaque in accordance with the specifications outlined in the administrative guidelines.
11. Additional approval from the Building Official of the Community Development Department may be required if the artwork has structural implications.
12. The Director of Recreation, Parks, and Library Services will sign the Certificate of completion once all requirements are met and verified.