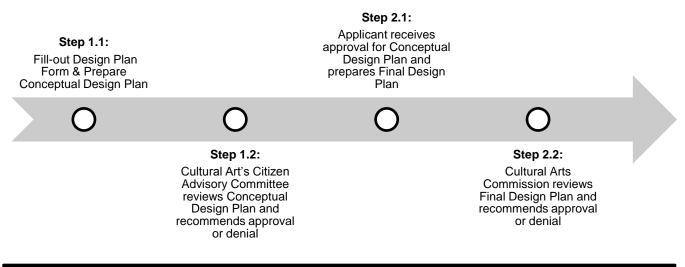
City of Pomona Planning Division PUBLIC ART	OFFICE USE ONLY CASE NO: DATE RECEIVED: RECEIVED BY:
PUBLIC ART	RECEIVED BY:
DESIGN PLAN FORM	
PRIVATE DEVELOPER	

Thank you for choosing to provide Public Art in the City of Pomona. The approval process for Public Art is a 2-step approval process. Please review the following process for each step .The Design Plan Form is only required to be filled out a single time.



PROJECT INFORMATION

Project Address:

Related Entitlements (CUP,TTM, DPR, etc.):

CONTACT INFORMATION		
APPLICANT	Name:	
	Phone/Email:	
	Address:	
PROPERTY OWNER	Name:	
	Phone/Email:	
	Address:	

ARTWORK INFORMATION		
ARTIST(S)	Name:	
	Phone/Email:	
	Address:	
Type of Artwork (Mural, Mosaic, Sculpture, etc.):		

STEP 1: CONCEPTUAL DESIGN PLAN SUBMITTAL REQUIREMENTS

The Applicant shall submit a Conceptual Design Plan to the City's Planning Division. The conceptual design plan should include the following items:

- Design Plan Form (this form).
- □ Artist(s) CV or Resume (including art education, training, group and solo exhibitions, private and public artwork commission)
- Artist(s) Portfolio. Digital images, photographs and critiques of past work. Each image requires a description indicating the following:
 - a. Title, date, medium and dimensions.
 - b. Location of artwork.
 - c. Brief project description.
 - d. Project Budget & Commissioning client.
- Preliminary sketches, photographs, or other documentation of sufficient descriptive clarity to indicate the nature of the proposed artwork
- A narrative proposal.
- □ A site plan indicating the location of the artwork.
- Budget Form (Preliminary), supplied by the Planning Division.

STEP 2: FINAL DESIGN PLAN SUBMITTAL REQUIREMENTS

If the submitted Conceptual Design Plan is approved by the Cultural Arts Commission Citizen's Advisory Committee to prepare a Final Design Plan, the following items will be required in addition to the items already provided above.

- Budget Form (Final), with supportive itemized lists, and quote estimates.
- An appraisal or other evidence of the value of the proposed artwork.
- □ Complete rendering of the proposed piece.
- Public Noticing Packet (with a preparation affidavit) 2 copies of Owners & Occupants mailing labels of all properties within 400 FT of the project site.

PROPERTY OV	NNER'S AFFIDAVIT
STATE OF CALIFORNIA)	
)SS COUNTY OF LOS ANGELES)	
I/WEBEING DULY SV OF PROPERTY INVOLVED IN THIS PETITION, AND THAT TH CONTAINED AND THE INFORMATION HEREWITH SUBMITTE BEST OF KNOWLEDGE AND BELIEF.	
SWORN TO BEFORE ME THIS SIGNED:	
DAY OF	ADDRESS:
	CITY:
NOTARY PUBLIC	TELEPHONE: