



## Emeryville Art in Public Places (AiPP) Public Art Requirements in Development Projects

AiPP requires the following:

- Works must be maintained in perpetuity or replaced
- Requirements transfer at time of sale.
- Public access must be maintained and clearly visible at least 40 hrs. a week
- A plaque with Title, Artist and Year should be included with the work.

You can seek a waiver of the Building Permit Fee for AiPP with the information and attachments as described within or you can pay the fee at the time of the Building permit and seek rebate with the installation of work(s) demonstrated as described below and attached as proscribed at any time prior to issuance of Final Certificate of occupancy or final inspection. You may alternately email the Art Coordinator that the fee may be recorded as revenue to the City indicating compliance with the AiPP with no further action needed. The following information must be provided **in order to receive a Certificate of Occupancy or final inspection** and record your compliance with the AiPP requirements if you are not providing fee as revenue. Use a separate form for each art work. **This form must be submitted to [aevans@emeryville.org](mailto:aevans@emeryville.org).**

Development Project Name: \_\_\_\_\_

Building Permit #: \_\_\_\_\_

Location/Address: \_\_\_\_\_

APNs (if have): \_\_\_\_\_

Developer: \_\_\_\_\_

Contact: \_\_\_\_\_

Project Valuation per Building Department: \_\_\_\_\_

AiPP Fee Required in lieu of work: \_\_\_\_\_

Title of Artwork: \_\_\_\_\_

Artist Name: \_\_\_\_\_

Year of Creation: \_\_\_\_\_ Year of Installation: \_\_\_\_\_

Media/Materials: \_\_\_\_\_

Size/Dimensions: \_\_\_\_\_

Contact information for Artist: \_\_\_\_\_

Artist website: \_\_\_\_\_

Commission Amount: \_\_\_\_\_

Remainder (if any) to be Paid to City: \_\_\_\_\_

Payment to the artist in excess of requirements: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Location of installation on site: \_\_\_\_\_

\_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Artist Statement: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please submit with this form, ASAP, the following:

1. A photo or rendering
2. Site plan with art location depicted and property lines
3. Signed contract with artist for qualifying activities of sufficient value to cover obligations or invoice and proof of payment
4. Artist scope or work description
5. Evidence of artist's qualification (such as resume/CV, prior sales, degree, tax status, news articles, and/or website) – a single qualification can be used

Prior to installation of Public Art, applicants must consult with the Building Division to determine if any Building Permits must be issued to a California State Licensed Contractor per California Business and Professions Code Section 7000 for the art works installation.

Upon completion of the work please submit:

1. A photo of the completed work in context in high enough resolution for inclusion in City catalogue of Public Art and on the City's website
2. Artist statement 200 words or less regarding the commissioned piece and the piece's relationship the artist's greater body of work

Should a rebate of fees be required, in addition to the above, please provide:

1. A W-9 for the entity seeking rebate
2. An invoice for the rebate eligible amount or less, to the City. If artist's contract exceeds rebate, than billing for the entire amount will create delays.