

**CITY OF PASADENA
PUBLIC PARK AND RECREATIONAL FACILITY
PARK MONUMENT POLICY**

I. INTRODUCTION

The City of Pasadena contains over one thousand acres of parkland, providing many opportunities for both active and passive recreation. Situated within these landscapes are many monuments, memorials, fountains, and statues, which have been added to the parks over the years.

In addition to monuments, there are two recognized works of Public Art in Pasadena parks as defined by the City of Pasadena Arts and Culture Commission. These are “Memorial Flagpole” by Lee Oskar Lawrie and “Union Soldier” by Theodora Alice Ruggles Kitson.

Because of the expanding nature of this collection, it is now important that the City work carefully with potential donors to find suitable locations and administer a policy regarding new monuments in City parks. With a limited number of available sites, some proposed projects may not be approved.

II. POLICY

Any person or organization may submit a request to place a monument in public spaces within the City of Pasadena through the Director of Public Works. The intent of the proposed monument should be to memorialize a person, place or event that is significant to Pasadena. Submissions should include a letter of intent and preliminary drawings. Staff will review the appropriateness of the donated subject as it relates to the site, the compatibility of the monument with the landscape, the impact on a park and its use, aesthetic merit, as well as safety and maintenance issues.

Public Artworks other than monuments and memorials must be evaluated by the Arts and Culture commission according to Public Art policy and guidelines. Public Artworks are designed by established artists and reviewed and approved through the City’s Public Art Program. To the extent possible, physical and/or permanent art and monuments in the city parks should be limited in order to minimize man-made elements in city parks except as approved through the City’s Public Art Program.

Prior to submittal of a proposed monument, the applicant should submit preliminary plans that provide ample detail for evaluation. It is also the applicant's responsibility to assure that the following guidelines are met:

1. **Site Specific:** monuments placed in parks should relate to the site in which they are placed through the use of compatible finishes and materials when possible and appropriate.
2. **Community Values:** All monuments in the City of Pasadena parks will reflect cultural and historical significance to the City or surrounding neighborhood.
3. **Monuments and Memorials:** Monuments and memorials should pertain to an individual or event that made a significant contribution to the community, country, state or field of parks and recreation.
4. **Public Art:** Proposed donations that are designated as Public Art by the Arts & Culture commission definition are subject to evaluation in accordance with the Arts & Culture Commission Public Art guidelines.

The City will evaluate proposed monuments based on the following criteria:

(a) Appropriateness

Most effective monuments are sited in spaces which bear a particular relevance to the subject of the piece. Consideration should also be given to the long-term impact of permanent monuments, and subjects should be of a stature able to weather the vagaries of time, changing attitudes, etc. The City does not permit the installation of monuments to living persons, and usually a minimum of five years between an event and its commemoration is recommended, to allow for sufficient historical perspective.

(b) Compatibility

Most permanent monuments are likely to be situated within existing landscapes, and consideration must be given when designing the piece to integrate it with the environment. In certain instances the monument and landscape may be designed in tandem, thus increasing their compatibility. Donors are encouraged to consider alternatives to traditional monuments, such as "living" memorials consisting of trees, shrubbery, park benches and other landscape elements.

(c) Impact on Park Use

It is important to keep in mind the necessity for unencumbered open space within the city. Monuments that interfere with or prohibit existing park functions may be cause for disapproval of a proposed monument.

(d) Aesthetics

Though conditioned by a range of subjective considerations, aesthetic merit is a primary determinant in the acceptance of permanent monuments. Proposed monuments must show a high level of quality. Works of inferior workmanship will not be approved. As stated above, works must be designed to integrate into the environment.

(e) Maintenance

Given the responsibility of preservation and maintenance of city property, the city cannot in good faith accept monuments which present an unreasonable maintenance burden. New pieces should not be accepted unless the donor or sponsor can provide a means of perpetual care. This can take two forms: a maintenance endowment, from which interest is generated sufficient to contract for annual routine maintenance, or the City may establish a long-term legal contract which stipulates that donors are responsible for the routine care and repair of the monument.

(f) Safety

Monuments should be safe to passersby, curious spectators (especially children), and the environment as a whole. Sharp projecting elements, loose parts, and other public hazards will result in the disapproval of a proposed monument.

III. PROCESS

Interested donors should provide the Director of Public Works with a letter of intent, as well as preliminary designs. The letter of intent for a proposed monument should clearly identify the relevancy of the monument to the proposed park site. Once a proposal is reviewed by staff it shall be presented to the Recreation and Parks Commission for review and comment. When the City receives a proposal for monuments, excluding standard size wall mounted plaques with an approximate size of 9" by 12", all property owners within 1,000 feet of the park and other interested parties shall be advised of the date at time of the public review by the Recreation and Parks for an opportunity to give public comment.

After such review, staff will, if necessary, work with the sponsor(s) to refine or otherwise amend the proposed monument. While donor groups are welcome to raise funds and fabricate artwork prior to approval, no guarantees can be made regarding placement of monuments in City parks until all necessary approvals have been secured. Upon the recommendation of Recreation and Parks Commission, staff will present the recommendation of staff and the Recreation and Parks Commission regarding the proposed monument project for consideration of the City Council at a public meeting.

City of Pasadena
Parks and Natural Resources Division
Park Monument Policy

**City of Pasadena
Public Monument Policy**

Purpose: The purpose of the Public Monument Policy is to establish the criteria and process for the placement of monuments sponsored by individuals and/or groups whether they are private parties, non-profit organizations or others. For the purpose of this policy, the term 'monument' refers to but is not limited to monuments; memorial plaques, works of art and other items intended to commemorate individuals, groups, events, or concepts.

Policy: It is the policy of the City of Pasadena to allow for the placement of monuments sponsored by individuals and/or groups provided such items and their proposed locations are determined to be appropriate, compatible with existing uses and do not adversely impact the use of public spaces.

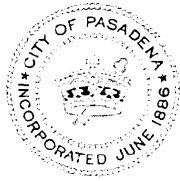
Process: The process for the placement of monuments shall be based on the level of significance associated with the proposed monument, as determined by the City Manager in his/her sole discretion.

Cost: All costs associated with the establishment of monuments subject to this policy shall be paid by the applicant(s). The City, in its sole discretion, may require a deposit of all or a portion of the estimated costs.

1. **Monuments of less than City-wide significance:** Monuments of less than City-wide significance as determined by the City Manager, such as plaques placed on benches and rocks or the provision of benches, minor landscape features or similar items shall be considered in the following manner:
 - A. **Application:** An application that details the proposed monument shall be submitted to the City Manager. The application shall include information regarding the association, if any, between the subject matter and the City of Pasadena. And, to the extent possible include other pertinent information such as size, materials, cost-estimates and suggested locations for placement.
 - B. **Evaluation:** City staff shall evaluate the application as it relates to the proposed location, compatibility with the surroundings, potential impact on other uses, safety and maintenance issues.
 - C. **Approval:** The approval of a monument of less than City-wide significance shall be the purview of the City Manager in his/her sole determination.
2. **Monuments of City-wide significance:** Monuments of City-wide significance as determined by the City Manager, including memorials, statues, works of art, whether they be free standing or affixed to buildings or

other features, commemorating individuals, groups, events, concepts, shall be considered in the following manner:

- A. Application:** An application that details the concept for the proposed monument shall be submitted to the City Manager. The application shall include information regarding the association, if any, between the subject matter and the City of Pasadena. And, to the extent possible include other pertinent information such as suggested locations for placement.
- B. City Council Concept Approval:** The City Manager shall submit the application, along with a report to the City Council for consideration for Concept Approval. In considering the proposed monument the City Council may consider whatever criteria and factors it deems appropriate.
- C. Arts and Culture Commission Artwork Development Process:** Applications receiving Concept Approval by the City Council shall be subject to an artwork development process consistent with the City's Capital Public Art Program Policy and Guidelines and overseen by the Arts and Culture Commission, which shall select a final recommended artwork design for consideration by the City Council. The process for developing artwork shall include a method for artist selection that considers artistic excellence, aesthetic appropriateness to the site, public input and formal elements of the proposed artwork design.
- D. Recreation and Parks Commission Review:** Any proposed placement within a City park shall be subject to review and recommendation as to appropriateness, of the Recreation and Parks Commission prior to review by the City Council for final approval.
- E. City Council Final Approval:** The recommendation of the Arts and Culture Commission, and Recreation and Parks Commission, if applicable, shall be presented to the City Council for final review and consideration. The City Council may decide, in its sole discretion, to accept or reject a proposal for a monument, to determine the appropriate location for a proposed monument or take whatever action(s) it deems appropriate. The City Council may impose conditions of approval on any approved monument including but not limited to a requirement that the applicant(s) be required to pay all installation costs associated with the fabrication, placement and maintenance of the monument.



PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

June 1, 2015

Ms. Rita Moreno, Chair
Recreation and Parks Commission
City of Pasadena
c/o Charles Peretz, Parks Administrator
Public Works Department
233 W. Mountain Street
Pasadena, CA 91103

Dear Chair Moreno:

This letter is intended to provide a response from the Arts and Culture Commission to the Recreation and Parks Commission's request for feedback regarding the artistic component of the proposed "Enduring Heroes" memorial.

At the May 13, 2015 meeting, an information only presentation was made by Rhonda Kozacik to the Arts and Culture Commission on a proposed memorial to local "fallen soldiers" from the Iraq and Afghanistan wars, titled "Enduring Heroes." The presentation focused on the proposed sculpture, the background on the development of the idea, an explanation of the people involved and a rationale for the representational approach to the sculpture. There were two public comments made in favor of the proposed memorial and two against. Additional speakers included Kara Lowe and artist Christopher Slatoff who presented a maquette of the proposed sculpture during the meeting.

The maquette appeared to have been altered from the original version of the sculpture, which had been provided by the applicant prior to the meeting, which caused some confusion among the Commissioners as to the different versions of the proposal. The current design now includes the addition of four smaller figures intended to be more representative of all branches of the military, as was explained by the artist. Apparently the artist revised the design in this manner in response to questions that had been raised at the Recreation and Parks Commission meeting the week before.

The Arts and Culture Commission does not regularly review final designed artworks without having had the opportunity to provide input at the concept design stage. As a result, the Commissioners asked several key questions about the development of the design and artwork related to the Capital Public Art Program guidelines, including consideration of concept in relation to size, scale, context and site.

Letter to the Recreation and Parks Commission

June 1, 2015

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While the Commissioners acknowledged the emotion and value of a memorial to recent war casualties, the Commission expressed several concerns regarding the design process, location and aesthetics of the proposed artwork. Specifically, there were concerns about the apparent lack of significant public input for a "privately developed and privately funded project in a public space." No community meetings were mentioned by the applicant, who stated that there was a small steering committee of six persons. Although the applicant stated that the memorial is intended to honor the five local service members who were casualties of these conflicts, all the committee members had close personal ties to just one of the deceased soldiers.

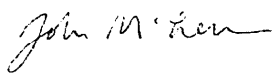
Because there was no open design competition or request for proposals, the artist for the project had been directly commissioned by one of the committee members. The Commission felt that in order for Pasadena to embrace a public memorial, there must be an inclusive process and noted that it would be precarious to try to get public support after the work had already been developed privately.

Additional questions reflected concerns about the proposed siting in Defender's Park, the stated lack of flexibility by the applicant for a reconsideration of the proposed design, and the actual aesthetics of proposed sculpture. The maquette's additional four figures did not seem to add anything aesthetically to the piece, which the Commission felt could have benefited from a more conceptual approach. In addition to these concerns, there were questions raised about size and scale of the figure, the feasibility of commemorating additional individuals on the sculpture. Since the war is ongoing, the design concept may have benefitted from a more historical perspective.

While empathetic with the personal loss expressed by the Enduring Heroes committee, the Commission felt that if the applicant is unwilling to reconsider the design that perhaps the best solution would be to consider placement on private property, which would not require the rigors of public scrutiny or community involvement.

The Arts and Culture Commission is aware that a revised City Memorials Policy is in process to include a formal role for the Arts Commission's review. We endorse a revised policy that also requires public input for the concept development of art memorials intended for public property, which is in alignment with the Capital Public Art Program design development process.

Sincerely,

A handwritten signature in cursive script that reads "John McLean".

John McLean, Chair
Arts and Culture Commission