

**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

City of Pasadena
Parks and Natural Resources Division
Park Monument Policy

appropriate. Additionally, the applicant should state the relevance of the monument to the specific park where the monument is placed.

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 Recreation and Parks Commission review the appropriate placement or location of a monument for compatibility with the rest of the uses in the park.

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 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. Donated items such as benches or trees, which are part of the core fabric of the park and require no additional maintenance, may be exempted from the maintenance requirement.

(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 with appropriate detail for evaluation purposes including the anticipated size, scope and materials. 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.



DEPARTMENT OF PUBLIC WORKS

DATE: MAY 5, 2015

TO: RECREATION AND PARKS COMMISSION

FROM: CHARLES PERETZ, ADMINISTRATOR

SUBJECT: RECOMMENDATION TO ENDORSE THE ENDURING HEROES MEMORIAL SCULPTURE AT DEFENDERS PARKWAY WEST TO HONOR PASADENA AREA FALLEN SOLDIERS

RECOMMENDATION:

It is recommended that the Recreation and Parks Commission endorse the proposal from the Enduring Heroes Committee to donate and install a memorial sculpture in honor of Pasadena area fallen soldiers at Defenders Parkway West.

BACKGROUND

In October 2008, the Recreation and Parks Commission endorsed the Public Park and Recreational Facility Park Monument Policy. This policy establishes guidelines and procedures for approving and placing monuments in City parks.

The attached proposal, dated April 21, 2015, from the Enduring Heroes Memorial Committee (Committee) requests that a memorial sculpture be placed at Defender's Parkway West to honor the greater Pasadena area's fallen soldiers who have battled in the Iraq-Afghanistan War. The proposed Enduring Heroes Memorial Sculpture aims at honoring the soldiers from the cities of Pasadena, Altadena, La Canada-Flintridge, San Marino, and South Pasadena.

The Committee proposes to install an 8-foot, 10-inch tall bronze sculpture of a soldier carrying the American flag on the east side of Defenders Parkway West. This unique memorial will be created by noted sculpture and Pasadena resident, Mr. Christopher Slatoff. Design features of this memorial include a pedestal which will serve as a seating area for viewers and memorial inscriptions for fallen soldiers.

The Enduring Heroes Memorial will be located approximately 25 feet from the corner of Colorado Blvd. and Orange Grove Blvd, and approximately 15 feet in front of the landmark oak tree and it will not interfere with any Tournament of Roses Parade seating, or staging. The Committee will provide funding for all costs associated with the construction, installation, and maintenance of this memorial sculpture.

As part of their community outreach, the Committee has reached out to community leaders and Councilmember Steve Madison's office to introduce themselves and their proposed memorial sculpture. They have a scheduled meeting with neighborhood Homeowner Association leadership on Thursday, April 30, and a verbal report of this meeting will be provided at the Recreation and Parks Commission meeting.

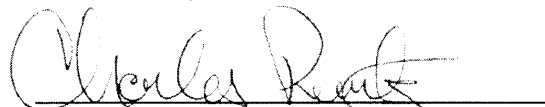
Since this proposed memorial exceeds the standard size of 9-inches by 12-inches, the City has notified all property owners within 1,000 feet of the park of the date and time of the public review by the Recreation and Parks Commission so that public comment may be given at that time.

In accordance with the Public Park and Recreational Facility Park Monument Policy, the City has evaluated the proposed monument based on the following criteria: appropriateness, compatibility, impact on park use, aesthetics, maintenance, and safety. Furthermore, the policy states that the intent of monuments and memorials should be to memorialize a person, place or event that is significant to Pasadena. The Department of Public Works finds that the request is consistent with the established policy. Subsequent to the action taken by the Recreation and Parks Commission, this item will be presented to the City Council for consideration.

FISCAL IMPACT

Since the Enduring Heroes Memorial Committee is paying for the construction, installation, and maintenance for this memorial sculpture, there is no fiscal impact to the City as a result of this action. The Committee will raise the necessary funds for the construction phase of this project, and they will establish a maintenance endowment fund to be administered by the Pasadena Community Foundation for the ongoing maintenance of this bronze sculpture.

Respectfully submitted,



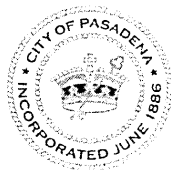
CHARLES PERETZ, Administrator
Parks and Natural Resources Division

Prepared by:



ENRIQUE ARROYO, Management Analyst
Parks and Natural Resources Division

Attachment A – Public Park and Recreational Facility Park Monument Policy
Attachment B – Enduring Heroes Memorial Committee Proposal



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: May 13, 2015
TO: ARTS & CULTURE COMMISSION
FROM: ROCHELLE BRANCH, CULTURAL AFFAIRS MANAGER
SUBJECT: ENDURING HEROES MEMORIAL

RECOMMENDATION:

It is recommended that the Commission receive this report and provide comments regarding a monument proposed to be located within a City park.

BACKGROUND:

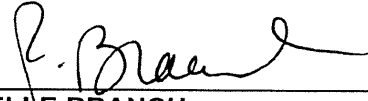
A proposal has been developed by a community organization to place an artist-designed monument at a City park. On May 5, 2015, the Recreation and Parks Commission reviewed the proposed plan for the Enduring Heroes Memorial. No action was taken by the Commission at that time. However, the Recreation and Parks Commission requested input from the Arts and Culture Commission regarding the proposed monument. Currently, the City Council is the review authority to allow the installation of any monument or memorial on City-owned land and only considers such proposals after they have been approved by Recreation and Parks Commission.

Currently, the City's Public Art Program focuses on two areas: new private development and City construction projects; the Commission's purview does not extend to monuments, memorials or similar exhibits that are proposed by community organizations. However, in light of the importance of the issue, the City is currently reviewing the existing Memorials and Gifts Policy. A role for the Arts and Culture Commission may be defined for community generated memorials in the future.

In the interim, and in order to provide guidance to the Recreation and Parks Commission without an adopted policy, staff recommends that the Arts and Culture Commission review this proposal in the context of established Public Art Program Guidelines for capital public art projects, including consideration of concept in relation to size, scale, context and site.

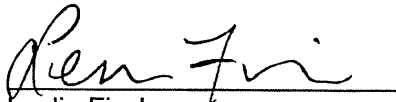
Arts and Culture Commission comments regarding the proposed project will be memorialized and provided to the Recreation and Parks Commission for their consideration. Input from the Arts Commission will be helpful to the staff as we consider possible changes to the policy.

Respectfully Submitted,



ROCHELLE BRANCH
Cultural Affairs Manager
Planning & Community Development
Department

Prepared by:



Leslie Fischer
Public Art Program Coordinator



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 June 10, 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

Page two

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.

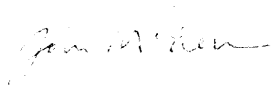
Because there was no open design competition or request for proposals, the artist for the project had been directly commissioned by one of the committee members. The Commission felt that in order for Pasadena to embrace a public memorial, there must be an inclusive process and noted that it would be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



John McLean, Chair
Arts and Culture Commission



DEPARTMENT OF PUBLIC WORKS

DATE: SEPTEMBER 1, 2015
TO: RECREATION AND PARKS COMMISSION
FROM: CHARLES PERETZ, ADMINISTRATOR
SUBJECT: ENDURING HEROES MEMORIAL SCULPTURE AT DEFENDERS PARKWAY WEST TO HONOR PASADENA AREA FALLEN SOLDIERS

RECOMMENDATION:

It is recommended that the Recreation and Parks Commission endorse the proposal from the Enduring Heroes Committee to donate, install, and maintain a memorial sculpture in honor of Pasadena area fallen soldiers at Defenders Parkway West.

BACKGROUND

At the May 5, 2015 Recreation and Parks Commission meeting, the Department of Public Works presented a proposal to locate the Enduring Heroes Memorial at Defender's Parkway West. (Staff Report – Attachment A) At this meeting, City staff presented its recommendation to endorse the proposal as it is in conformance with the City's Public Park and Recreational Facility Monument Policy. The Enduring Heroes Committee made a detailed presentation about its proposal and its significance to the Pasadena community at large.

After public comment and commissioner discussion, the Recreation and Parks Commission (RPC) voted to table the recommendation in order to allow more time for public comment, and to allow the Arts and Culture Commission (ACC) time to review and comment on the memorial sculpture.

On May 13, 2015, the Enduring Heroes Committee (Committee) gave an informational presentation to the ACC about the proposed memorial. Since the commission does not have a policy that governs art donation requests on public spaces, a formal review and approval could not be provided by this advisory body. However, the ACC provided feedback on the proposal during the meeting and the Chairperson of the ACC sent a letter which summarized comments made by the ACC at the May 13 meeting to the Chairperson of the RPC. (Letter dated on June 1, 2015 - Attachment B)

Since May 2015, there have been some developments.


1. The Enduring Heroes Committee has modified the memorial sculpture in response to both RPC and neighborhood association feedback. (An image of this new proposed sculpture will be presented at the September 1 RPC meeting.)
2. A Public Monument Policy has been developed to guide future public art donations. The policy will be presented to the City Council on Monday, August 31, 2015 for a formal adoption. (Staff will provide a verbal report at this meeting.)

The Enduring Heroes Memorial Proposal is being evaluated according to the existing Public Park and Recreational Facility Monument Policy since it was the only policy in place at the time that the proposal was received by the City. In accordance with that policy, the City has evaluated the proposed monument based on the following criteria: appropriateness, compatibility, impact on park use, aesthetics, maintenance, and safety. The Department of Public Works finds that the request is consistent with the established policy. Subsequent to the action taken by the Recreation and Parks Commission, this item will be presented to the City Council for consideration.

FISCAL IMPACT

Since the Enduring Heroes Memorial Committee is paying for the construction, installation, and maintenance for this memorial sculpture, there is no fiscal impact to the City as a result of this action. The Committee will raise the necessary funds for the construction phase of this project, and they will establish a maintenance endowment fund to be administered by the Pasadena Community Foundation for the ongoing maintenance of this bronze sculpture.

Respectfully submitted,



CHARLES PERETZ, Administrator
Parks and Natural Resources Division

Prepared by:



ENRIQUE ARROYO, Management Analyst
Parks and Natural Resources Division

- Attachment A – May 5, 2015 Staff Report to Recreation and Parks Commission
- Attachment B – Letter from Arts and Culture Commission Chair to Recreation and Parks Commission Chair
- Attachment C – May 13, 2015 Staff Report to Arts and Culture Commission
- Attachment D – Progress Report from Enduring Heroes Committee