City of Cerritos
Department of Community Development
18125 Bloomfield Avenue Cerritos, CA 90703
Phone: (562) 916-1201
Website: permits.cerritos.gov

ART IN PUBLIC PLACES APPLICATION GUIDE

The City of Cerritos Art in Public Places Program provides public art in the community in connection with new private development. The Art in Public Places Program is governed by Chapter 22.94 of the Cerritos Municipal Code.

How to Apply

1) Visit **permits.cerritos.gov** and set up a user account. Click "Log In" at top right corner. Select "Create a Profile". Then, enter contact information, and create a password.

2) The following supplemental attachments are required to be uploaded online for your application to be deemed complete:
   - ☐ Preliminary sketches, photographs, models or other documentation of sufficient descriptive clarity to indicate the nature of the proposed artwork;
   - ☐ Appraisal or other evidence of the value of the proposed artwork, including acquisition and installation costs; and,
   - ☐ Written agreement executed by the artist who created the artwork in which he/she expressly waives all rights that may be waived under the California Art Preservation Act, the Visual Artists Rights Act, or other applicable state and federal laws.
   - ☐ Property Owner's Consent to File Permit Application form (page 5).

All attachments must be uploaded as PDF documents.

The City will accept either an official digital signature or a scanned copy of a wet signature. Digital signatures must be timestamped through a digital signature platform, such as the "Fill & Sign" tool of the free Adobe Reader, DocuSign, or any other digital signature.

3) Business License Requirement
   - ☐ If applying as a contractor, please upload a copy of the Contractor State License Pocket Card. If you are applying as an agent on behalf of the owner or licensed contractor, you will need to also upload a notarized Letter of Authorization. A Letter of Authorization is only valid for one (1) year from the date of the authorized letter. Undated letters are not accepted. Notary stamps must be legible and valid. You are required to obtain a City Business License prior to permit issuance. You can apply for a City Business License at businesslicense.cerritos.gov. If you are applying as owner-builder, proof of property ownership is required to be submitted.

Should you have any questions, please do not hesitate to contact the Department of Community Development at (562) 916-1201.

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City of Cerritos Requirements for Art in Public Places

Program Background

What is the Art in Public Places Program?

The City of Cerritos Art in Public Places Program provides public art in the community in connection with new private development. Through the program, a fee totaling one percent (1%) of the project valuation is paid to the City of Cerritos for the provision of new public art. Alternatively, a project developer may place new artwork on the site of a new development or donate artwork to the City of Cerritos, at a value equal to or greater than 1% of the project valuation. The Art in Public Places Program is governed by Chapter 22.94 of the Cerritos Municipal Code.

What is the purpose of the Art in Public Places Program?

The purpose of the City of Cerritos Art in Public Places Program is to promote the general welfare by encouraging pride in the community, increasing property values, enhancing the quality of life through artistic opportunities, uniting the community through shared cultural experiences, and creating a cultural legacy for future generations through the collection and exhibition of high-quality art pieces that reflect diverse styles, chronicling history through the collection of artifacts, documents and memorabilia that will acknowledge the past and create programs and activities that will further these goals.

Fee Information

For what projects is the Art Fee required?

The Art in Public Places Fee ("Art Fee") is required for all new development projects, additions, tenant improvements, and interior and exterior remodels within commercial and industrial development projects, and residential developments of four units or more, with a building permit valuation exceeding $250,000.

How much is the Art Fee?

The Art Fee is one percent (1%) of the total permit valuation of the development project, excluding land acquisition and offsite improvement costs. The Art Fee shall not exceed $450,000.

When is the Art Fee due?

The Art Fee is due at permit issuance for minor projects such as tenant improvements and over-the-counter approvals. For major projects subject to Planning Commission and/or City Council review, the Art Fee is due before project completion.

Where is the Art Fee paid?

Payment of the Art Fee is made at the Department of Community Development, (562) 916-1201, with checks made payable to the City of Cerritos.

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Does the Art Fee apply to multiple small-value permits totaling more than $250,000?

Yes, the Art Fee is collected after the total combined valuation of the permits for the same project goes above $250,000.

What projects are exempt from the Art Fee?

The Art Fee does not apply to single-family residential projects or to other projects with a total building permit valuation of $250,000 or less. Subject to City Council approval, the following projects may also be exempted from the Art Fee:

1. A building intended to house one or more social service agency providers or organizations for worship, and
2. Projects consisting of the reconstruction of structures that have been damaged by fire, flood, wind, earthquake, or another calamity.

Where do the collected Art Fees go?

All Art Fees are collected and deposited into the City of Cerritos Art in Public Places Trust Fund. The Trust Fund is maintained by the City and is solely used for the acquisition, installation, improvement, maintenance and insurance of artwork.

If I don't want to pay the Art Fee, what other options are available?

In lieu of payment of the Art Fee, artwork can be proposed to be donated to the City of Cerritos or placed onsite within the private development, as described in the following section.

Artwork Information

How much does the value of the artwork have to be?

The value shall have a minimum value of 1% of the value of the proposed project development.

Does all artwork need to be approved?

Yes, all artwork installed under the Art in Public Places Program shall be reviewed by the Fine Arts and Historical Commission and approved by the City Council.

What kind of artwork is accepted?

"Artwork" is defined in the Cerritos Municipal Code as durable creations that may be original or limited editions of art and that may include, but not limited to:

- Sculptures
- Murals
- Monuments
- Frescoes
- Fountains
- Paintings
- Stained glass
- Ceramics

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What kind of artwork is not accepted?

Directional elements (such as signage or graphics), objects that are mass produced in a standard design, and landscape gardening are not accepted as artwork.

What information is required for acceptance of artwork donated to the City of Cerritos?

An application for acceptance of artwork to be donated to the City of Cerritos shall include:

- ☐ preliminary sketches, photographs, models or other documentation of sufficient descriptive clarity to indicate the nature of the proposed artwork;
- ☐ an appraisal or other evidence of the value of the proposed artwork, including acquisition and installation costs; and,
- ☐ a written agreement executed by the artist who created the artwork in which he/she expressly waives all rights that may be waived under the California Art Preservation Act, the Visual Artists Rights Act, or other applicable state and federal laws.

Can a project include a combination of onsite artwork and an Art Fee?

Yes, artwork which has been approved by the City Council, which has a value that is less than 1% of the value of the proposed project development, can be combined with an Art Fee that covers the remaining balance on said 1%.

Who do I contact with questions regarding prospective artwork?

Prior to submitting a formal artwork proposal, please contact the Department of Community Development at (562) 916-1201.

Cerritos Permit Hub

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PROPERTY OWNER'S CONSENT TO FILE PERMIT APPLICATION

Applicant Information

This section must be completed by the applicant or an authorized representative of the applicant/contractor.

Applicant Name(s) & Title(s): _____

Project Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Project Description: _____

_____

☐ Check this box if the Project Applicant is also the Property Owner (Owner-Builder)

Property Owner Information and Approval

This section must be completed by the Property Owner.

Property Owner Name: _____

HOA Name (if applicable): _____

Project Address: _____

Property Owner Phone Number: _____

Property Owner Email Address: _____

Property Owner Acknowledgment

I certify, under penalty of making a false statement, that I am the property owner, or the property owner's representative authorized to sign this consent form to an application being filed with the City of Cerritos for the aforementioned project described at the aforementioned property address. I further acknowledge and agree to comply with all applicable provisions of the Cerritos Municipal Code.

Property Owner Signature: _____

Date: _____

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