

# ***Idaho State Capitol Commission Guidelines for Objects of Art, Memorials, & Statues at the Idaho State Capitol and its Grounds***

## **SECTION I – PURPOSE**

As approved by the Idaho State Capitol Commission, August 19, 2009, and pursuant to Idaho Code § 67-1608, the following guidelines apply to the placement of art, memorials, and statues (collectively “Exhibits”), on a temporary or permanent basis, in public space in the Capitol Building or grounds.

1. The purpose of these guidelines is to:
  - ensure that Exhibits reflect subjects of lasting state-wide significance;
  - preserve the beauty and dignity of the Capitol and grounds;
  - protect and maintain open space at the Capitol and grounds;
  - conserve options for placement of Exhibits by future generations; and
  - ensure that proposals for Exhibits are fully and fairly considered.
2. The Commission and Committee shall:
  - encourage proposers to consider alternatives to statues or monuments, such as groves, gardens, sculptures, fountains, or the naming of existing Capitol Mall features;
  - encourage groups with related or similar interests to combine proposals;
  - encourage proposers to consider Temporary Exhibits;
  - promote cooperation with local authorities to develop opportunities for placement of Works outside the Capitol but within the capitol community of Boise.

## **SECTION II – DEFINITIONS**

As used in these Guidelines, the following definitions apply:

1. **Capitol** means the Idaho State Capitol Building and grounds.
2. **Capitol Curator** means the person responsible for the organization, management, and care of the Capitol Collection.
3. **Commission** means the Idaho State Capitol Commission, created pursuant to Idaho Code § 67-1606. The mailing address of the Commission is P.O. Box 83720, Boise, Idaho 83720-0003.
4. **Committee** means the Arts, History, and Culture Committee (AHCC) a subcommittee of the Commission formed December 2007 to serve as an advisory group to the Commission and provide recommendations, policies, procedures, and guidelines for cultural/historical/art exhibitions, memorials, and statues in the Capitol and grounds.
5. **DPW** means the Division of Public Works.
6. **Exhibit** means an exhibition that is intended to be shown during a specific event or to be placed in the Capitol building in the designated area for a pre-determined time.
7. **Framed art** means framed two dimensional paintings, drawings, photographs and prints that are placed on the wall.
8. **Living Memorial** includes trees, shrubs, gardens, or other plantings commemorating an individual or event.

9. **Master Plan** means the master plan for the Capitol Mall as provided for in Idaho Code § 67-1608.
10. **Major Work** means any statue, monument, sculpture, work of art, memorial, or other structural or landscape feature, including a garden or memorial grove, having a significant impact on its surroundings. The impact of a work is determined by the combined effect of its subject matter, size, placement, and the degree to which it affects the environment into which it is set. Examples of Major Works at the Capitol include the Winged Victory Monument, the George Washington statue and the Coastal Cannon on the south lawn.
11. **Minor Work** means a work having moderate or minimal impact on its surroundings. Examples of Minor Works include small, moveable artistic works or sculptures, plaques, displays contained in display cases, Living Memorials, small groupings of plants, shrubs or flowers, benches and other common area indoor and outdoor furnishings.
12. **Original work** means paintings, drawings, prints, textiles, photographs, mosaics, sculptures, and furniture of historic significance which is created or procured specifically for the Capitol building for its operations and/or enhancement.
13. **Proposing Entity** means any individual or group seeking to place a Major Work, Minor Work, or Temporary Display at the Capitol.
14. **Public Space** means public space as defined in Idaho Code § 67-1602(1).
15. **Work** means a Major or Minor Work.

### **SECTION III – GOVERNING PRINCIPLES**

All Works and Temporary Exhibits at the Capitol should:

- Maintain the dignity of the Capitol, its existing memorials, and the surrounding environment;
- Preserve views of the Capitol and its architecture;
- Be consistent with the principles and policies of the Idaho State Capitol Master Plan, dated July 19, 2000;
- Reflect the diversity of Idaho's people;
- Be nonpartisan;
- Provide an enriching experience that illuminates and celebrates common values and broadens understanding of Idaho's heritage and culture

### **SECTION IV – REVIEW GUIDELINES**

Guidelines for Major and Minor Works: (based on *Idaho State Capitol Commission Guidelines for Objects of Art, Memorials, Statues, and Exhibits at the Idaho State Capitol and its Grounds*, [www.capitolcommission.idaho.gov/pdf/misc/guideline\\_displays\\_03.pdf](http://www.capitolcommission.idaho.gov/pdf/misc/guideline_displays_03.pdf))

- A. The Committee shall be available to provide advice and assistance to a Proposing Entity regarding these Guidelines and the Master Plan.
- B. Proposals for a Work will be reviewed in three phases:
  - *Phase one (1): Proposal Submission.* Proposals for Major and Minor Works will be received by the Capitol Curator for initial review. To have a Work considered, the Proposing Entity must submit a written proposal to the Capitol Curator. The Capitol Curator will review the proposal to determine if it meets these Guidelines. At the

option of the Commission, this initial review may be done by the Committee. If the proposal does not meet the Guidelines, the Proposing Entity will be so advised.

- *Phase two (2): **Committee review.*** Proposals presented to the Committee will be reviewed based on its suitability as stated in the guidelines and evaluation criteria. After the proposal is submitted and reviewed, the Capitol Curator will present the proposal to the Committee. The spokesperson for the Proposing Entity may be requested to provide an initial briefing to the Committee. A scale model may be requested at this time.
- *Phase three (3): **Commission approval.*** The Committee will bring their recommendations before the Commission for final review and approval. If the proposal meets the stated guidelines and criteria, the Committee will present their recommendations with a scale model to the Commission. After review the Commission may:
  1. Approve the proposal
  2. Deny approval.
  3. Request further consideration by the Committee.
  4. Request that the Proposing Entity reconsider or refine its proposal and resubmit it.

#### C. Guidelines for a Major Work:

- Describe the general concept and subject matter. In the description portion of the proposal the following should be addressed:
  1. *Site Selection.* The Work should provide a setting that is compatible and supportive. In turn, the Work in its setting should be supportive of the surrounding design and public functions, including any applicable part of the Master Plan.
  2. *Size and scale.* There should be coordination between the size and scale of the Work and its setting.
  3. *Relationship to existing Works or features.* The Work should not be of such a size, scale, or material as to interfere with any existing Work or feature.
  4. *Design Description.* The intended message of the Major Work should be clear and understandable. The Major Work should convey meaning that will have significance to future generations. The Work should be designed to be accessible and engaging. Since it is often a gathering point, it should be designed to meet all applicable Americans with Disability Act standards.
  5. *Subject.* A Work should have as its primary purpose an artistic or aesthetic purpose providing enjoyment to the public rather than serving solely as a monument to an individual. A Work that focus on an individual, group of individuals, or commemorates an event shall be considered only after the 10<sup>th</sup> anniversary of the individual's death or the death of the last surviving member of a group or event if deemed of an enduring, historical, and state-wide nature.
  6. *Materials* should be chosen for durability, visibility and maintainability.
  7. Work intended for outdoor placement may be enhanced with night illumination integral to the Work's design. Such illumination should not conflict with other Works, open space, buildings and their inhabitants and the overall landscape.
- The proposal must include a scale drawing or illustration.

- Estimate the anticipated cost of the Major Work, including all development and installation costs and any required modifications and improvements to sidewalks and utilities.
- Identify planned sources of funding.
- Designate a single contact person.

D. Guidelines for a Minor Work:

- A description of the work:
  1. Material – durable material that will last over time.
  2. Letter style – easily read by the general public.
  3. Border style – fitting to the location, existing architecture, and design.
  4. Background texture – fitting to the location, existing architecture, and design.
  5. Finish - fitting to the location, existing architecture, and design.
  6. Size - fitting to the location, existing architecture, and design.
  7. Mounting - fitting to the location, existing architecture, and design.
- An explanation of why the Proposing Entity believes the proposed Work fits the definition of a Minor Work.
- An estimate of the anticipated cost of the Minor Work, including all development and installation costs and any required modifications and improvements to sidewalks and utilities.

**SECTION V – MAJOR WORK:**

Proposing Entity should be aware that:

- Proposals for a Major Work, including site selection and design, are subject to the final approval of the Commission. The Commission may request assistance and advice in its evaluation from the Committee and others as deemed necessary by the Commission. The Commission reserves the right to consider additional issues as may become necessary or relevant to its review.
- The Committee or its designated spokesperson in collaboration with DPW will work with the Proposing Entity on design and site considerations.
- Works that by their nature cannot be completed at the time of installation (such as those to which names or dates are to be added over time) are discouraged.
- Lists of any kind are discouraged. Any text or inscriptions should be meaningful to the broadest possible audience.
- The proposing entity will be notified as to the status of their proposal.

**SECTION VI – MINOR WORKS:**

Proposing Entity should be aware that:

- Proposals for a Minor Work, including site selection and design, are subject to the final approval of the Commission. The Commission may request assistance and advice in its evaluation from the Committee and others as deemed necessary by the Commission. The Commission reserves the right to consider additional issues as may become necessary or relevant to its review.

- The Committee or its designated spokesperson in collaboration with DPW will work with the Proposing Entity on design and site considerations.
- As determined by the Commission in consultation with the Committee, Minor Works may be required to meet criteria applicable to Major Works.
- Living Memorial. If a proposed Minor Work is a Living Memorial, the Proposing Entity should address the life expectancy of the Living Memorial and the cost of maintenance. Selection of plant types shall be coordinated with the DPW for compatibility with landscape plans and existing plantings. The replacement of existing, aging, or ill trees and shrubs in lieu of new plantings is encouraged. If a Living Memorial dies, it may not be replaced. Living Memorials dedicated to individuals will not be permanently marked.

B. Determination of Status. The Committee will determine if a proposed work is a "Minor Work." The Committee may consult with the Capitol Curator, Commission, DPW, and/or other entities as deemed necessary in making such determination. If the Committee determines that a proposed Minor Work is a Major Work, the Proposing Entity will be notified and be required to follow and meet the procedures and requirements set forth in these Guidelines for Major Works. If the Committee determines that the proposed Work is a Minor Work, it may proceed with the application process or request additional information.

## **SECTION VII – PLACEMENT**

1. Upon final placement and completion of a Work that has been donated for display at the Capitol, the State shall become sole owner of the Work. The original artist or designer shall hold no rights to any Work commissioned, donated, or purchased for display at the Capitol, including reproduction, access, modification, relocation or resale unless such rights are specifically allowed in a formal written agreement between the State and the artist. The federal Visual Artists Rights Act (VARA) will be observed in the case of donated unique, visual works of fine art: paintings, sculptures, drawings, prints, and still photographs produced for exhibition unless VARA has been waived in writing by the artist.
2. No Major or Minor Work (except for replacement flowers or shrubs), including donated Works, may be placed at the Capitol without prior approval of detailed plans specifying a particular site for the Work.

## **SECTION VIII - REMOVAL**

1. The Capitol Commission reserves the right to relocate any works. Relocation planning may be done in consultation with the Capitol Curator and affected parties whenever practical.
2. The Capitol Commission reserves the right to remove Work in and around the Idaho State Capitol.
3. Removal of objects from the Collection will follow procedures as stated in section III.4 of Idaho State Capitol Building and Collections.