

Capitol Planning Commission
Information on Monuments and Memorials
8/16/2007

Objective:

Determine if other States have guidelines and criteria for approving monuments on their Capitol Complexes.

-Links to State websites that have either Capitol Planning Commissions.

1. www.caapb.state.mn.us/mission.html (Minnesota)
2. <http://128.138.226.142/planning/Glossary/CapitalDevelopmentCommittee.html> (Colorado)
3. www.capitolcommission.idaho.gov/commission/strategicplan.html. (Idaho)
4. <http://www.montanacapitol.com/exhibits/exterior/index.html> (Montana)
5. <http://utahstatecapitol.utah.gov/restoration/restoretour/restoretour.html> (Utah)

-Link to State of Iowa Code Chapter 28E agreement between DAS and party that wishes to place a monument or memorial on State of Iowa Capitol grounds:

http://das.gse.iowa.gov/statebldg/monuments_28e.pdf

-Example of the Idaho State Capitol Planning Commissions Criteria for approving Minor Works such as Monuments and or Living Memorials:

SECTION V – MINOR WORKS

1. Approval of the Director. All proposals for Minor Works, including site selection and design, will be reviewed and are subject to the final approval of the Director.
2. Procedure. A Proposing Entity must submit a proposal to the Department for placement of a Minor Work. The proposal shall include:
 - A. A description of the work;
 - B. An explanation of why the Proposing Entity believes the proposed Work fits the definition of a Minor Work;
 - C. A description of how the proposal meets all applicable Guidelines; and
 - D. An estimate of the anticipated cost of the Minor Work, including all development and installation costs, including any required modifications and improvements to sidewalks and utilities.
3. Determination of Status. The Director will determine if a proposed work is a "Minor Work." The Director may consult with the Committee in making such determination. If the Director determines that a proposed Minor Work is a Major Work, the Proposed Entity will be notified and will be required to follow the procedures, and meet the requirements, set forth in these Guidelines for Major Works. If the Director determines that the proposed Work is a Minor Work, it may grant approval or request additional information. The Department and the Committee will work with the Proposing Entity at design and site considerations.
4. Standards for Minor Works. Minor Works should meet the following standards:
 - A. Material - cast bronze;
 - B. Letter style – bookman;
 - C. Border style - single line edge;
 - D. Background texture – pebble;
 - E. Finish - bronze satin face and edges, natural colored background, semi-gloss polyurethane finish;
 - F. Size - no larger than two hundred sixteen square inches (approximately 12" x 18"), no smaller than eighty square inches (approximately 8" x 10");
 - G. Mounting - plaques shall be mounted at a concrete or cut stone base with a tilted face 12" or less above grade, to be determined by location of the plaque.
5. Other Criteria. In addition, as determined by the Director, in consultation with the Committee, Minor Works may be required to meet criteria applicable to Major Works.
6. 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 Department 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. X

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SECTION IV – MAJOR WORKS

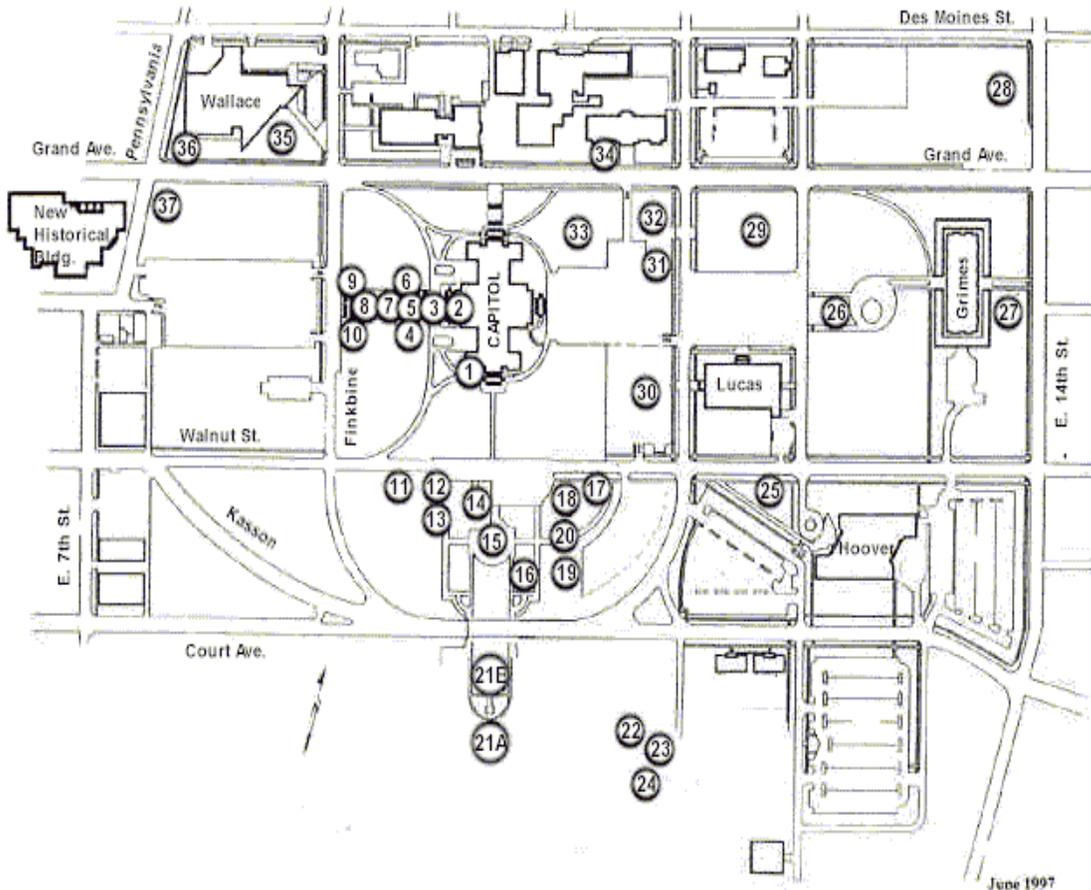
1. Approval by Commission. All proposals for Major Works, including site selection and design, are subject to the final approval of the Commission. The Commission may request assistance and advice in its evaluation from the Department and the Committee and others as deemed necessary by the Commission.
2. Procedure for Submission and Review of Major Works Proposals. The following procedure shall apply to the review of Major Works proposals. The purpose of the procedure is to:
 - A. Encourage proposers to consider alternatives to statues or monuments, such as groves, gardens, sculptures, fountains, and the naming of existing Capitol Mall features;
 - B. Encourage groups with related or similar interests to combine proposals;
 - C. Encourage proposers to consider Temporary Displays or to consider temporary placement at the State Capitol with permanent placement at another site; and
 - D. Promote cooperation with local authorities to develop opportunities for placement of Works outside the Capitol but within the capital community of Boise.
3. Steps for Submission and Review of Major Works Proposals. The following apply to all proposed Major Works.
 - A. **Step 1. Preliminary Proposal Submission.** To have a Major Work considered, the Proposing Entity must submit a written preliminary proposal to the Commission.
 - (1) The preliminary proposal must:
 - (a) Describe the general concept and subject matter;
 - (b) Describe how the proposal meets these Guidelines;
 - (c) Estimate the anticipated cost of the Major Work, including all development and installation costs, including any required modifications and improvements to sidewalks and utilities;
 - (d) Identify planned sources of funding; and
 - (e) Designate a single contact person.
 - (2) The preliminary proposal should also address Site Selection. In suggesting a site, a Proposing Entity should address the following:
 - (a) Setting. The space surrounding a Work should provide a setting that is compatible and supportive. In turn, the Major Work in its setting should be supportive of the surrounding design and public functions, including any applicable part of the Master Plan.
 - (b) Size and scale. There should be coordination between the size and scale of the Major Work and its setting.
 - (c) Relationship to existing Works or features. The Major Work should not be of such size, scale or material as to interfere with any existing Work or feature.
 - (d) The Commission reserves the right to consider additional issues as may become necessary or relevant to its review.
 - (3) Design Description. In proposing a design for a Major Work, a Proposing Entity should include a description of how the proposed Major Work design considers and responds to each of the following:
 - (a) Legibility and meaning. 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.
 - (b) Approachability and accessibility. Major Works should be designed to be accessible and engaging. Because a Major Work is often a gathering point, it should be designed to meet all applicable Americans with Disability Act standards.
 - (c) Subject. Major Works should not serve solely to memorialize an individual. A Major 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. Major Works should honor individuals or groups of individuals only after the 10th anniversary of the individual's death or the death of the last surviving member of a group, when the enduring, historical, state-wide nature of the achievements of the individual or group have been generally accepted. Major Works commemorating an event, including a military event, may be proposed during the lifetime of those who engaged in it, but not sooner than the 10th anniversary of the end of the event.
 - (d) Materials. Materials should be chosen for durability, visibility and maintainability.
 - (e) Evening illumination. Outdoor Major Works 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.
 - (f) Completion. Major 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.
 - (g) Text and inscriptions. Lists of any kind are discouraged. Any text or inscriptions should be meaningful to the broadest possible audience.
 - B. **Step 2. Initial Review.** After the preliminary proposal is submitted, the Commission will review the preliminary 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 preliminary proposal does not meet the Guidelines, the Proposing Entity will be so advised.
 - C. **Step 3. Initial Briefing.** If the preliminary proposal meets these Guidelines, the spokesperson for the Proposing Entity may be requested to provide an initial briefing to the Commission.

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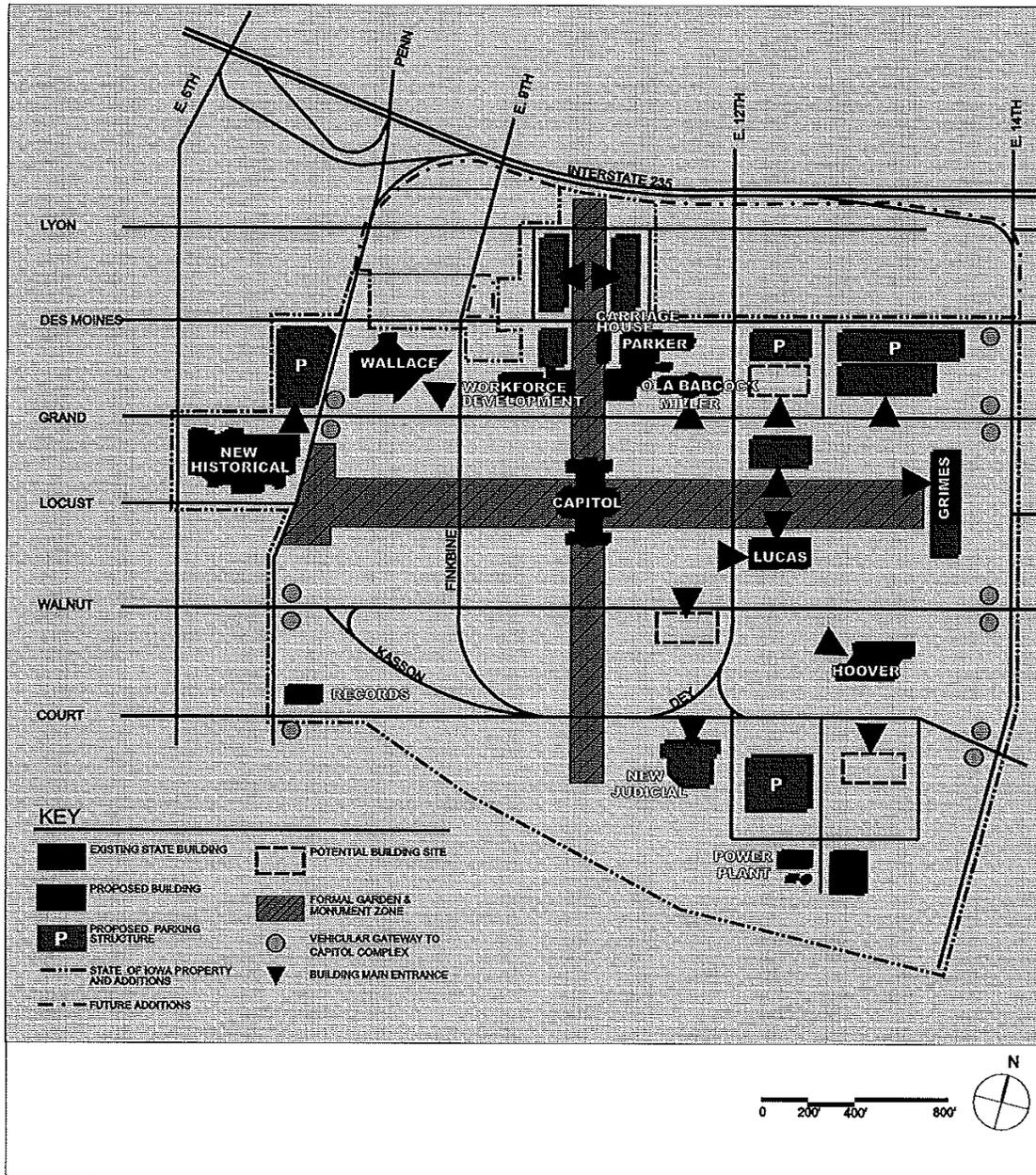
- D. **Step 4.** Commission Decision on Preliminary Proposal. After the initial briefing, the Commission shall:
 - (1) Approve the preliminary proposal and subject to final proposal consideration and approval, the Proposing Entity may proceed in accordance with these Guidelines;
 - (2) Deny approval;
 - (3) Request further consideration by the Director or the Committee; or
 - (4) Request that the Proposing Entity reconsider or refine its proposal and resubmit it.
- E. **Step 5.** Final Design Selection. After a preliminary proposal has been approved by the Commission, the Proposing Entity shall proceed with final design selection, if applicable. In making final design decisions, the Proposing Entity may consult with the Commission or the Department.
- F. **Step 6.** Final Proposal. The Proposing Entity must submit a final written proposal to the Commission that addresses how the proposal meets these Guidelines. The final proposal must include a scale drawing or illustration or a scale model of the Major Work.
- G. **Step 7.** Final Review. The final proposal shall be reviewed by the Committee and the Committee shall make recommendations to the Commission on all relevant aspects of the final proposal. At the option of the Commission, the Proposing Entity spokesperson may be requested to present the final proposal to the Commission.
- H. **Step 8.** Commission Decision on Final Proposal. The Commission shall:
 - (1) Grant final approval; or
 - (2) Request that the Committee work with the proposing entity to refine, redevelop and resubmit the proposal.
 - (3) Deny Approval.
 - (4) At any time after final approval, the Commission may require progress updates.

-Map of Monuments and Memorials on the State of Iowa Capitol Complex and Guidelines for Placement:

Capitol Monuments, Memorials, and Historical Markers



Monument and Public Art Zone



Formal gardens are appropriate locations for new monuments.

Public art enriches the built environment and can improve our understanding of a place in ways that buildings, landscape, and infrastructure do not. Public art at the Capitol Complex reflects state values, recognizes the achievements of citizens of Iowa, documents the milestones of a democratic institution, and records the historical development of the Capitol grounds.

The State commitment to developing the Capitol malls has produced memorials of significant civic importance. Monuments, memorials, and historical markers abound on the Capitol Complex. The

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continuation of both State and private funding for the implementation and maintenance of public art is critical to future efforts. However, the enthusiasm for the installation of commemorative works should be tempered with the priority of maintaining the dignity of the Capitol malls.

- Ensure accessibility of open spaces for appreciation of monuments and public art.
- Integrate new monuments and public art on the formal Capitol Gardens where they respond to visual and axial relationships of public spaces and entry points in the landscape framework. Art works may be used to orient visitors to the Capitol Complex.
- Respond to all approaches in the siting of monuments. Do not turn one's back to buildings and public spaces, such as the WWII Memorial Plaza.
- Ensure that each piece is appropriate to its setting. Consider relocation of monuments which do not meet accepted guidelines for setting and location.
- Preserve trees dedicated with plaques which lend their dignity to the Capitol grounds.
- Dedicate gardens of commemoration as an alternative to monuments.
- Encourage public art features that may become attractions for visitors such as fountains or garden terraces.

Specific Recommendations:

- Enhance the WWII Memorial Plaza as viewed from the Grimes Building.

Streets and Boulevards

The significance of streets as principal approaches to the Capitol Building, or as elements of orientation within the Capitol Complex, can be enhanced with judicious placement of public art.

Objective:

Increase the emphasis on expanding the Capitol Complex's monumental nature beyond the malls into other areas of the Capital City, especially along boulevard axes and visual corridors.

Guidelines:

- Promote public art works along major approaches to or visible from the Capitol Building to reinforce view axes and to facilitate the orientation of pedestrians and motorists.
- Integrate new monuments and public art with existing landmarks and entry points, both vehicular and pedestrian.
- Use landscaping to emphasize axes and view corridors.
- Strengthen links between the Capitol Building and the river with reciprocal monuments.
- Program temporary art installations in parks, squares, and plazas elsewhere in the City, such as Stewart Square Park or Burke Park.

Buildings

Public art has always been an important component of civic architecture. However, it must be consistent with the character of the building and the scale and use of the specific space it is to adorn.

Objective:

Plan buildings with provisions for public and commemorative art.

Guidelines:

- Memorialize significant persons and events by renaming existing features or buildings as an alternative to adding monuments.
- Integrate art in the design process of new construction. These may be indoors or outside building main entrances.
- Commission works of art for specific locations in new and existing buildings. These may be commemorative pieces.