



## **Savannah- Chatham County Historic Site and Monument Commission PART I: Theme, Location and Preliminary Design- Monument and Public Art Application**

### **Guidelines and Criteria for Evaluation**

The Savannah-Chatham County Historic Site and Monument Commission reviews all monuments and public art on public property, and all monuments and public art on private property, if visible from a public right-of-way in any local historic district.

Public Art is defined as any permanent or semi-permanent artwork crafted by an artist or craftsman and installed specifically to enhance the public space. Public art may consist of a variety of media including, but not limited to, sculpture, mosaic, fountains or other water elements, or murals. Public art may be existing artwork or commissioned artwork. If a public artwork is to commemorate or memorialize a person, place or event, the artwork is a considered monument and evaluated as such.

A monument is defined as any permanent or semi-permanent object (including statues, fountains, obelisk, plantings, etc.) installed specifically to commemorate or memorialize an event, place or person.

Refer to the Markers, Monuments, and Public Art Master Plan and Guidelines for the City of Savannah available at [www.thempc.org](http://www.thempc.org) or the Metropolitan Planning Commission (110 East State Street) for more information.

### **Theme:**

- The proposed theme should have documented significant, clear and direct local relevance to the history and development of Chatham County. The local focus should be the predominant theme of the monument.
- The level of significance should be high enough to warrant a public presence.
- The person, place or event commemorated should not have been sufficiently commemorated elsewhere in the County. The theme should be distinct and original and not be duplicated in other existing markers or monuments.
- The theme should reflect a larger connection to the community as a whole, and not only to one distinct group.
- Commemorated events should have enduring historical significance and have occurred over fifty years ago.
- Commemorated persons should have enduring historical significance and have been dead at least twenty-five years. Living persons should not be commemorated.
- There should be significant documented evidence (written or oral) of the commemorated event, person, or place.

### **Location:**

All proposed sites on public property must be determined as an "Available Site" (as listed and defined in Chapter 4 of the Master Plan). If the proposed site is not listed in Chapter 4, the applicant must submit a Request for Site Evaluation and must receive approval by the Site and Monument Commission for a proposed site **before** submission of Part I: Theme, Location, and Preliminary Design Application. Sites on private property are exempt from this requirement.

- The object should not cause overcrowding of the site. Objects should be sited far enough away from other objects as to allow the visitor proper appreciation of each individually.
- The object should not damage or disturb existing established vegetation on the site including low tree limbs or significant tree roots.
- The object should not require the removal or alteration of existing above or below ground utilities.
- The proposed site should be large enough to accommodate an object, and should not encroach on other existing object sites, building, or designated green space.
- The proposed site should not be utilized for special events (such as sports, festivals, ceremonies, etc.) on a regular basis which the object would disrupt.
- The proposed site should not be prone to frequent automobile accidents which could damage the object.
- The proposed site should be easily accessible to pedestrians and the physically challenged.
- The proposed site should be visible and accessible from a public right-of-way.
- The proposed site should have adequate parking nearby.
- The proposed site should not have a high probability of significant archaeology unless an archaeological study is part of the proposal.
- The proposed site should be easy to maintain.
- The installation of the object should enhance the space and character of the surrounding neighborhood.
- The installation of the object should not require the alteration or removal of existing signage (traffic, street, etc.)
- The installation of the object should not significantly affect automobile traffic sight lines.
- The installation of the object should enhance the design of the overall site.
- The installation of the object should not require the removal or alteration of existing sidewalks, unless it is part of a comprehensive redesign for the entire site (which is generally discouraged).
- If periodic memorial services are likely, the site should be able to accommodate them without causing undue disruption to the neighborhood, plantings, etc.
- The proposed site should not disrupt an established theme pattern (see Chapter 3 of the Master Plan and Guidelines).
- If the proposed theme falls into an existing theme pattern, the proposed site should follow the corresponding theme pattern.
- The proposed site should be the most relevant location available to the object theme, as demonstrated through the documentation regarding the direct local relevance of the proposed theme.
- The context of the proposed site should be a major consideration in the mass and scale of the proposed object.
- The location within the Landmark District should respect the Oglethorpe Plan, particularly in terms of historic viewsheds and sight lines.

### **Preliminary Design:**

- Monuments should not be fabricated prior to approval.
- Monuments should be considered permanent and designed accordingly.
- Public art should generally be considered permanent and be designed accordingly, except in special situations which will be evaluated on an individual basis.
- Murals should not be installed on historic buildings without historical precedent.
- Monuments and public art should be designed and constructed of materials suitable for outdoor display. All proposed materials should have performed satisfactorily in the local

climate for a period of time long enough to assure permanence. Future maintenance and conservation requirements should be considered.

- Monuments and public art should be designed to be reasonably resistant to vandalism.
- Monuments and public art should be designed so as not to pose a danger to the curious public, such as the use of sharp objects or loose parts.
- Monument and public art design should include landscaping, paving, seating, drainage, lighting, fencing, or other protective measures which may be considered necessary.
- Monuments and public art should be of superior quality and craftsmanship.
- Monuments should not resemble gravestones.
- A monument should be of original design, and public art should be an original work of art (one of a kind) or reproduced in editions of less than 200.
- Monuments and public art should not replicate an original monument or work of art.
- Monuments and public art should be designed to complement and enhance the site in which it is located. It should not compete with, dominate or encroach upon existing monuments, public art, or buildings.
- Monuments and public art should be respectful of the architectural, historical, geographical, and social/cultural context of the site.
- Monuments and public art should be compatible in scale, materials, and form with its context. Context includes the buildings, monuments, public art, landscaping and open space to which the monument or public art is visually related.
- The format of the monument should effectively convey the message of the monument to the public.
- Donor names and monument sponsors may be incorporated into the design (such as inscribed on bricks or on a separate plaque) but should be discreet and not detract from or dominate the monument or artwork.
- The artist's name may be incorporated into the design but should be in a discreet location on the work of art
- The designer and/or fabricator (for a monument) and the artist (for public art) should have completed projects of similar size and scale in the public arena and be able to provide appropriate documentation.
- The designer and/or fabricator (for a monument) and the artist (for public art) should have an excellent reputation and be able to provide verifiable references attesting to the quality of work.
- The designer and/or fabricator (for a monument) and the artist (for public art) should be able to provide images or samples of existing similar monuments or works of art.
- The designer and/or fabricator (for a monument) and the artist (for public art) should be able to demonstrate the ability to meet the proposed timeframe.

Submit completed application and all required supplementary materials to:

Ellen Harris, Cultural Resource and Urban Planning Manager  
Chatham County-Savannah Metropolitan Planning Commission  
Post Office Box 8246  
Savannah, Georgia 31412  
[harrise@thempc.org](mailto:harrise@thempc.org)  
(912) 651-1482



## Savannah- Chatham County Historic Site and Monument Commission PART I: Theme, Location, and Preliminary Design Monument and Public Art Application

### 1. TITLE

Proposed Title for Monument/Public Art \_\_\_\_\_

### 2. THEME

Monuments commemorate people, places, and/or events. Check one or more of the following themes that best embodies the person, place, or event being commemorated (public art exempt):

- Arts and Humanities (including art, architecture, music, theater, literature, education, etc.)
- Science and Engineering (including technology, inventions, medical, communications, etc.)
- Civic and Institutional
- Social and Humanitarian
- Industry and Commerce (including economics, agriculture, transportation, etc.)
- Military History (people, places, or events)
- Religious History (people, places, or events)
- Maritime History
- Colonial History
- Local History (folklore and/or local heroes)
- Cultural and Ethnic Heritage
- Other \_\_\_\_\_

For each theme checked above, provide a statement explaining why you believe the subject is significant in respect to the history of Chatham County or Savannah, stressing the historical importance of the subject (public art exempt).

Provide a statement indicating how the proposed theme is relevant to the community as a whole.

Does the proposed theme fit into an established thematic group?

- Yes- provide statement explaining how the proposed monument continues and enhances the established thematic group.
- No

### 3. SITE

Proposed location address: \_\_\_\_\_

PIN #: \_\_\_\_\_

(NOTE: For monuments or public art located on public property, the site must be determined as an "Available Site"- see Chapter 4 for the Master Plan for more details).

- Public Property
- Private Property
- Major Monument Site
- Minor Monument Site

List any "Special Considerations" for the site listed in Chapter 4 of the Master Plan.

Provide a map of the site.

Provide a site plan indicating exact location, adjacent structures, significant vegetation, existing benches, sidewalks, utilities, other markers, monuments or public art.

Provide a photograph of proposed site.

### 4. PRELIMINARY DESIGN

Provide a written description of the proposed monument or public art including size, materials, etc.

Provide a statement indicating how the proposed monument or public art will enhance the space and relate to its surroundings.

If available provide renderings or drawings of the proposed concept.

If the work of art is an existing piece, provide photographs of all sides of the artwork.

### 5. DESIGNER/ ARTIST

Provide a description of the Artist Selection Process utilized.

Provide a list of recent projects of similar size and scale in the public arena completed by the designer/artist.

Provide images or samples of existing similar monuments or works of art completed by the designer/artist.

**5. PRIVATE PROPERTY OWNERSHIP/CONSENT**

**(Complete only if object to be located on private property)**

Name of Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

I give permission to have a monument or artwork on my property.

\_\_\_\_\_  
Signature of owner \_\_\_\_\_ date

**5. FORM PREPARED BY**

Organization \_\_\_\_\_

Contact Name and Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_



**Savannah- Chatham County Historic Site and Monument Commission  
PART I: Theme, Location, and Preliminary Design Monument and Public  
Art Application  
Checklist**

- Completed application form
- Statement explaining historical significance (public art exempt)
- Statement indicating how the proposed theme is relevant to the community as a whole
- Statement explaining how the proposed monument continues and enhances the established thematic group (if part of a thematic group)
- Map of proposed location
- List of "Special Considerations" for site (found in Chapter 4 of the Master Plan)
- Site plan indicating exact location, adjacent structures, significant vegetation, existing benches, sidewalks, utilities, and other markers, monuments or public art
- Photograph of proposed site
- Written description of the proposed monument or public art including size, materials, etc.
- Statement indicating how the proposed monument or public art will enhance the space and relate to its surrounding
- Renderings or drawings of the proposed concept
- If the work of art is an existing piece, provide photographs of all sides of the artwork
- Description of the Artist Selection Process utilized
- List of recent projects of similar size and scale in the public arena completed by the designer/artist
- Images or samples of existing similar monuments or works of art completed by the designer/artist
- Owner consent (if located on private property)