

# Exhibit A – Administrative Code Changes

## Chapter 1. Introduction

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### C. Reviewing Agencies

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#### 11. Public Art Committee (PAC)

The Public Art Committee acts in an advisory capacity to the BCC pursuant to Code of Laws and Ordinances section ##-###. Pursuant to Ord. 21-###, the PAC reviews all matters relating to the public art within the entire unincorporated area of the County, including the Bayshore Gateway Triangle Community Redevelopment Area. The purpose of the PAC is to serve as a forum for advancing public art in Collier County, and to make recommendations to the BCC in matters related to public art policies, issues, programs, and plans for the benefit of the citizens.

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## Chapter 2. Quasi-Judicial Procedures with a Public Hearing

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### M. Murals in the Bayshore Gateway Triangle Community Redevelopment Area

**Reference** LDC subsection 4.02.16 H. and LDC Public Notice subsection 10.03.06 AA.

**Applicability** This establishes the process to obtain a mural.

**Pre-Application** A pre-application meeting is required.

**Initiation** The applicant files a “Murals in Bayshore Gateway Triangle Community Redevelopment Area” application with the Administrative Services Department.

↔ See Chapter 1 D. for additional information regarding the procedural steps for initiating an application.

**Application Contents** Sheet size: The architectural drawing and the coversheet shall be prepared on a maximum size sheet measuring 24 inches by 36 inches, drawn to scale showing the areas affected by the amendment. The sheet must clearly show the change “clouded” and clearly delineate the area and scope of the work to be done.

The application must include the following:

1. Pre-approval location certification letter from County Manager or designee, as required in the BGTCRA Public Art Pilot Plan.
2. Applicant and artist contact information.
3. Notarized approval letter from building owner or property owner association.
4. The legal description and the street address of the property upon which the mural is to be placed.
5. The current or anticipated use of the building (i.e., commercial, civic, or institutional).

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6. For each wall of a building where a mural is proposed, a scaled Elevation Drawing or color rendering that clearly and accurately depicts the mural, including the dimensions. The drawing shall be constructed in the context of illustrating the surrounding landscaping, buildings, lighting, public rights-of-way, parking, frontage, and any other information relevant to the site and placement.

7. A narrative of the project and how it is consistent with the standards identified in LDC section 4.02.16 H. and the BGCRA Public Art Pilot Plan. The narrative shall detail the proposed material(s), durability of material(s), paint chips, manner of application, and installation process, including but not limited to the need for scaffolding, lighting, other equipment, etc.

8. Category of mural (i.e., temporary or permanent).

9. Photograph of building wall or structure to which the mural will be placed. The photograph may be used to illustrate if there is any conflict with required or existing landscaping.

10. Electronic copies of all documents.

**Completeness and Processing of Application**

The County Manager or designee will review the application for completeness. After submission of the completed application packet accompanied with the required fee, the applicant will receive a mailed or electronic response notifying the applicant that the petition is being processed.

**Notice**

No notice is required.

**Public Hearing**

The PAC shall hold at least one advertised public hearing.  
The BCC shall hold at least one advertised public hearing.

**Decision maker**

The BCC, following recommendation from the PAC.

**Review Process**

An applicant wishing to install a mural that is subject to PAC review shall submit an application to the County Manager or designee, who shall have five business days to review the application for completeness and accuracy and identify whether additional materials are needed. The County Manager or designee shall schedule a hearing date with the PAC to occur no later than 30 days from when the application was found to be complete and accurate. The County Manager or designee shall prepare a Staff Report, based on the application’s consistency with the BGCRA Public Art Pilot Program and compliance with LDC section 4.02.16 H. Following the PAC review, Staff will prepare an Executive Summary and schedule a hearing date before the BCC to present the petition.

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