October 15, 2016

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| TO: | Killian Pacific and Yale Union |
| FROM: | Dana L. Krawczuk |
| RE: | LOCA Public Art – Information Needed for Application, Timeline and Mural Constraints |
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**Needed Information and Next Steps**

Yale Union

* How long will it take to install the murals? Are there weather constraints on installation?
* Needed information about each mural:
  + Provide a written description of the details of how the mural will be affixed. For example, will the mural be painted or affixed to the building (e.g., tile or other material)?
    - * If affixed, then the following details are needed to determine whether structural plan review is required: (1) Determination whether the mural will include elements weighing more than 7 lbs per square foot, or in total over 400 lbs. If so, then (2) determination of whether mural will be attached continuously along two sides for the full dimension of the mural, or, attached at each corner and at intervals no greater than 18 inches along the perimeter of the mural.
  + Proposed mural dimensions, including width, height, total area, depth of mural from plane of wall and overall height mural height above grade. Killian can assist with some of these dimensions.
  + Written description of materials used for mural.
  + Not required and not subject to review, but neighborhood will be interested in an illustration or concept of the proposed mural.
  + Not required and not subject to review, but information about the artist would be helpful.

Killian Pacific

Jeremy’s responses in red.

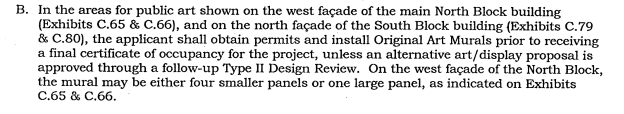
* When will the walls that will include the murals be complete and ready for mural installation? Specifically, the 4 small or 1 large panel on the west elevation of the North Building (Sheet C.65/66) and single panel on the north elevation of the South Building (C.79/80). The locations for all 4 areas on the west elevation of the North Building are completed. So is the 1 area on the South Building where Market Walk and
* What are the target dates for C of O for the North Building and South Building? Target date for South Building is the last week of February, for North is last week of March.
* Site plans required for the application, for each mural’s wall area, detailed below. Ankrom should be able to provide these. Let me know if you want me to reach out to them, and if so, who? Can we not use the ones from the Design Review book? The construction drawing elevations look just like these except they are very cluttered with construction annotation that will probably not be very interpretable for the purpose of the public art. If a new exhibit must be created I can have that done.
  + Three full-sized copies of a site plan drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies:
    - property lines
    - building location and façade on which the mural will be located
    - names of streets that abut site
    - north arrow
  + Three full-sized copies of building elevations, drawn to scale, and one 8.5 x 11 inch reduction suitable for photocopying, that identifies the details below. Sheets C.65/66 and C.79/80 likely have most of the needed information.
    - location and dimensions of existing and proposed murals. The “zones” are on the plan, though they’re not dimensioned. The dimensions of the “mural” however should be obtained from Yale Union.
    - height of the mural above grade. Grade is defined as “The lowest point of elevation of the finished surface of the ground, paving, or sidewalk within the area between the building and the property line or, when the property line is more than 5 feet from the building, between the building and a line 5 feet from the building (the Uniform Building Code as amended by the State).” The four areas on the west face of the North Building are adjacent to Market Walk. The area is sloped. A line 5-feet off the face of the wall takes you from grades ranging from 56’0” on the low end to 58’6”. The zones available are approximately 12-feet high, but again the question of the height of the mural should be put to Yale Union.
      * Note – the code provides that no part of the mural can **exceed 30 feet** in height, measured from grade. Given the slope of the site, and am worried about our ability to comply with this standard. This is a critical issue that must be addressed ASAP. Given what I state above I don’t see how this is really an issue. None of the murals/installations are planned to be higher than 30 feet from any grade 5 feet from the building. Am I missing something?
    - the building eave/cornice and roof line. I’m sorry – don’t understand. You need a plan sheet of the roof line?

Next Steps – see <https://www.portlandoregon.gov/bds/article/257582>

1. Once I have the information detailed above, I can pull together the application form and required neighborhood notice.
2. File the application.
3. Schedule neighborhood meeting.
4. Post notice of meeting on site at the mural location. The notice must be posted at least 21 days prior to neighborhood meeting. BDS will provide the posting board.
5. Certified mail notice of meeting to neighborhood at least 21 days prior to the meeting.
6. Permit finalized and issued.
7. Mural installed.
8. Final inspection.

**Timeline**

The design review condition of approval provides:



The condition is ambiguous about whether the murals must be installed prior to the C of O for any building within the project, or whether the installation correlates only to the building permits for the North and South buildings (where the art will be installed). The latter interpretation provides us more time for installation, and is plausible. However, we are working off of the former interpretation, which is the worst case scenario.

Final C of O for the first building is anticipated January 15, 2017. Table 1 works backwards from that date, and describes milestones based upon some general assumption.

Table 2 is built around when Buckman holds its scheduled meetings.

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| **Table 1: Aspirational Timeline for LOCA Public Art Installation** | | |
| **Deadline** | **Action** | **Notes** |
| January 15, 2017 | Final Certificate of Occupancy for residential East Building | The design review approval requires the murals to be installed prior to final C of O for the “project.” |
| December 20, 2016 | Target date for completion of installation |  |
| November 15, 2016 | Target date for mural permit | Assumes artists need 4 weeks to install art |
| November 14, 2016 | Last date for neighborhood meeting |  |
| November 10, 2016 | Buckman General Meeting | We are not required to meet with the neighborhood at its general meeting, but it is a convenient forum. Other options include Buckman’s land use committee meeting (November 17) or a separate meeting that we sponsor. If we sponsor the meeting, there are ADA requirements and limitations on the time and location of the meeting. |
| October 20, 2016 | Deadline for posting and mailing meeting notice | Notice must be sent and posted at least 21 calendar days prior to meeting |
| October 19, 2016 | Deadline for submitting mural permit to City |  |
| Week of October 17, 2016 | Recommended outreach to Buckman requesting time at 11/10 general meeting | Not required, but recommended |

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| **Table 2: Alternate Scheduled, Based Upon Buckman Meeting Schedule** | | | | | | |
| **Application deadline** | **Notice deadline** | **Buckman Meeting date** | **Meeting type** | **Permit issuance** | **Installation complete (assumes 4 weeks)** | **Inspection complete (assumes 1 week)** |
| 10/26/16 | 10/27/16 | 11/17/16 | LU | 11/18/16 | 12/16/16 | 12/23/16 |
| 11/16/16 | 11/17/16 | 12/8/16 | Gen. | 12/9/16 | 1/6/17 | 1/13/17 |
| 11/22/16 | 11/23/16  [adjusted for Thanksgiving] | 12/15/16 | LU | 12/16/16 | 1/13/17 | 1/20/17 |
| 12/21/16 | 12/22/16 | 1/12/17 | Gen. | 1/13/17 | 2/10/17 | 2/17/17 |
| 12/28/16 | 12/29/16 | 1/19/17 | LU | 1/20/17 | 2/17/17 | 2/24/17 |
| 1/18/17 | 1/19/17 | 2/ 9/17 | Gen. | 2/10/17 | 3/10/17 | 3/17/17 |
| 1/25/17 | 1/26/17 | 2/16/17 | LU | 2/17/12 | 3/17/17 | 3/24/17 |

**Mural Constraints**

To comply with the design review approval and the construction schedule, the murals must qualify under the City’s Title 4 Original Art Mural program.

As Yale Union coordinates with the artists, the murals must comply with the following standards:

* No changing images. This includes no electrical or mechanical components, or anything that results in movement. Unfortunately, this means that the Public Utility concept of the meter actually running/moving will not work. Instead, it will need to be a static image(s).
* Must be a hand produced work that is tiled or painted by hand and affixed directly to the wall. This means no mechanically produced or computer generated prints or images, including but not limited to digitally printed vinyl.
* If the mural is painted directly on the wall, it is easier for the permit to be approved. If it is affixed, then it cannot extend more than 6 inches from the wall to which it is affixed. Also, if it is affixed, we must demonstrate that a structural review is not required (details above re structural review triggers).
* Must remain for at least 5 years.