



CITY OF TUSTIN

**Tustin Pioneers
Recognition Program**

Program Guidelines

I. INTRODUCTION/BACKGROUND

The City of Tustin Pioneers Recognition Program (Program) will provide a process whereby sponsoring individuals and community organizations will be able to honor Tustin Pioneers by providing funding for bronze busts and plaques that will be placed on pedestals in public places throughout Tustin.

II. PROGRAM GOALS AND OBJECTIVES

The Pioneers Recognition Program is intended to reflect and communicate the City of Tustin's (City) values to honor its past, promote cultural and historical significance, and to recognize those who contributed to the Tustin community. The Program will create a more unique and livable city, reflect Old Town Tustin's sense of place, engage citizens and visitors, and enhance the built urban environment. These goals will be realized through the following objectives:

- Maintaining high artistic standards in works displayed throughout the City.
- Enhancing the City's image locally, regionally and nationally by ensuring the presentation of the highest quality bronze busts commemorating Tustin Pioneers and Notable Luminaries.
- Building awareness of community history, culture and civic engagement.
- Creating safe and accessible pioneer recognition spaces.
- Encouraging creative collaborations between private and public sectors.

III. PURPOSE

The purpose of these Program Guidelines is to identify: 1) the list of eligible Tustin Pioneers; 2) the nomination, consultation, and selection process for the Tustin Pioneer; 3) funding sources; 4) the potential locations; 5) installation parameters; and, 6) maintenance associated with establishing a City of Tustin recognition program to honor Tustin Pioneers.

IV. ELIGIBILITY

Sites: Eligible locations will be limited to City-owned properties, public rights-of-way, and private properties regularly frequented by the public. These locations may include parks, parkways,

sidewalks, locations adjacent to historic buildings and landmarks, shopping centers, and other prominent locations. When possible, recognition spaces should be sited at points of relevance or significance that correspond to the honored Tustin Pioneer. If the location is privately owned (i.e. in a courtyard), the sponsoring individual or organization must submit written permission from the property owner to utilize the space. These sites may require an easement and maintenance agreement to allow City staff to oversee the installation and maintenance of the pedestal and bust. If the bronze bust is located within a building, it should be located in an area that is open and accessible to the public during normal business hours.

Artist: The City Council, with recommendations from City staff, an ad-hoc review committee comprised of members of the Tustin Area Historical Society, Tustin Preservation Conservancy, Tustin Area Council for Fine Arts, Tustin Community Foundation (Partners in Parks), and the Planning Commission, will select a single artist/manufacturer for the bronze busts to ensure consistency of design and materials throughout the Tustin Pioneers recognition projects. Alternative materials for the bust may be evaluated and determined appropriate.

V. CRITERIA

With assistance from the ad-hoc review committee, City staff will establish the requirements for the recognition project, including minimum and maximum dimensions, allowable medium, mounting guidelines, etc. With regard to site placement guidelines, recognition projects should:

- Not block windows, entranceways, obstruct pedestrian circulation in and out of a building or accessible paths (unless such alteration is specifically a part of the experience or design).
- Not be placed on a given site if the landscaping and maintenance requirements of that site cannot be met.
- Be sited so as to be either immediately visible or in a location where it will be visible by most people.
- Be placed on a site where it is not overwhelmed by nor competing with the scale of the site or adjacent architecture, retail signage, etc.
- Be placed on a site where it will enhance its surroundings or at least not detract from it by creating a “blind” spot.
- Be sited where it will create a place of congregation or in a location that experiences high levels of pedestrian traffic and activity.
- Be located in a site where it will effectively enhance and activate a pedestrian and streetscape experience.

VI. NOMINATION PROCESS

Initial Submission

Any Tustin resident, business owner or community organization will be able to nominate a Tustin Pioneer to be honored through the Program using a nomination form available from the City. The Program and a call for nominations will be advertised through the City website, press releases, direct mailings, and Tustin Today. Nominations may be submitted by those intending to provide the funding for the recognition project or by those seeking to partner with an individual or organization that has expressed an interest in providing the funding.

The sponsoring individual or organization should provide the following information to the City:

- A written description of the proposed bust, including title (name of the Tustin Pioneer) and specific reasons for the particular nomination.
- Total budget, including a description of the sponsoring organization or other method of financing and the name, address, and phone number of the contact person.

Ad-hoc Review & Approval Process

The ad-hoc review committee and City staff will review the submittal package to determine whether the proposed recognition project is in compliance with the Program guidelines and to provide a recommendation to the Planning Commission. In addition, The Community Services Commission will review all proposals within City parks or at the Senior Center and also provide a recommendation to the Planning Commission. The Planning Commission will review each nomination and have final approval authority. Initially, preference should be given to recognize the founding pioneers of Tustin.

Installation

The City will oversee and inspect the installation of the pedestals and busts. The City will select the artist/manufacturer for the design and fabrication of the busts. The design and construction of the pedestals will be performed by the City under separate contract. The scale of busts should not exceed life size. Bust pedestals should be properly proportioned. The recommended bust-to-pedestal ratio is 1:3. Color, texture, materials matching, and combinations will be taken into consideration to achieve a refined overall appearance.

Community Input

The proposed bust should be developed with community input and comment so that any concerns or issues may be addressed. Project submittals will be announced through press releases, Tustin Today, and the City website. Projects pending Planning Commission review will be agendized as a regular business item. Information on completed recognition projects will be provided on the City's website.

VII. BUDGET

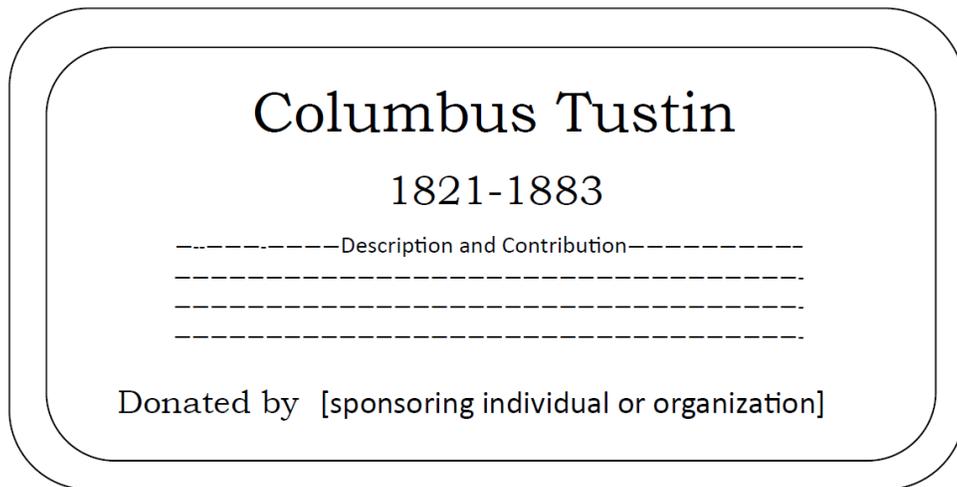
Sponsoring individuals or organizations will be fully responsible for funding the design, fabrication, and installation of the bust on the City-installed pedestal. The pedestal and its installation may be publicly or privately funded. The bust and the pedestal would be maintained by, and become property of, the City. The sponsor must provide a realistic budget that is based on cost estimates provided by the artist/manufacturer, installer and/or contractor. The budget shall include a funding plan and project schedule. Construction or installation of recognition projects will not begin until all funding has been secured. In addition, funds will be held in trust by the City.

VIII. RECOGNITION PLAQUE

All Tustin Pioneers Recognition projects must include a bronze plaque that will feature a brief description of the honored pioneer (name, contribution, etc.), and acknowledge the sponsoring individual or group, and the City of Tustin. Such signage will conform to the following uniform plaque design standards set forth by the City:

- Maximum size of 18'' by 24''
- Cast bronze material
- Dark bronze background color
- Single, even width, border

Example of Plaque



IX. QUESTIONS/CITY CONTACT

Those interested in additional information or staff assistance should contact:

City of Tustin
Community Development Department
300 Centennial Way
Tustin, California 92780
(714) 573-3016

Staff is available to answer your questions during office hours between 7:30 a.m. and 5:30 p.m. Monday through Thursday and 8:00 a.m. to 5:00 p.m. Fridays.