

speaking of HOME

A major public artwork for St. Paul's skyways exploring home and celebrating Minnesota's diversity.

Nancy Ann Coyne

Project Director

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Studio 2608

Minneapolis, MN 55443

Greetings,

Based on encouragement we have received, we are requesting another extension of the *Speaking of Home* project for another year—through June 30th, 2019. City officials, school district representatives, local businesses and many others have thrown their support behind the project. Please see attached letters of support we have received.

In addition, the Skyway Governance Advisory Committee passed a resolution at their last monthly meeting to support the extension of the *Speaking of Home* project through June of 2019.

To make this happen we need your continued support and are asking each property manager to approve this final project extension. This file contains the application; an updated addendum; the original public hearing resolution; Attachment A from the original application; and Certificates of Insurance for each property. Note that the certificates are dated through 05/01/2019, the annual renewal date for the policy holder. We will update everyone with new certificates in May of 2019.

The project is slated to come down at the end of this month and to ensure we can navigate the city approval process in time, we need your approval and signature by **Friday, June 15th!**

We hope that bringing public art to the Saint Paul skyways will help bring vitality and attention to downtown. Please let me know if you have any questions.

Thank you again for your continued support of public art.

Michael Haug

Project Manager—Speaking of Home

763-218-4051

mike@michaelhaugdesign.com



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL

REBECCA NOECKER
Councilmember

May 16, 2018

Dear Property Owner/Manager:

I am writing in support of the extension of the Speaking of Home exhibit through June, 2019.

Since taking office, I have worked diligently to help ensure that downtown Saint Paul has a clean, safe, and vibrant skyway system. Part of this work has been to actively promote the use of our skyways for public art, to help build vibrancy and activity.

The Speaking of Home exhibit has already been an extraordinary addition to our skyways. Its presence has enlivened our skyways, by encouraging visitors, employees and residents to slow down and appreciate the images and stories. It has brought school groups and others into the skyways to learn about the people pictured there, and their stories in coming to Minnesota. It provides a welcoming and inclusive vision of our city for those people driving underneath the bridges.

The artist, Nancy Ann Coyne, would like to extend the installation so that additional K-12 schools can implement a Speaking of Home lesson plan and tour into their curriculum in the 2018-2019 school year. I believe this is an excellent opportunity, both for the schools and the children, but also downtown Saint Paul, bringing more energy and excitement to our skyway system.

Thank you for your consideration.

Best,

Rebecca Noecker
Councilmember, Ward 2





May 18, 2018

Dear property managers of Alliance Bank Center, Securian Center, Town Square and US Bank Center, and the City of St. Paul:

On behalf of the Saint Paul Public Schools, as the District Arts Supervisor, this letter is to support the extension of *Speaking of Home* until June 30th, 2019. Saint Paul Public Schools only recently learned about this amazing opportunity. We would like to share this opportunity with our educators so they may consider incorporating *Speaking of Home* into their curriculum for the 2018-2019 academic year.

Saint Paul Public Schools mission is to provide a premier education for all. Our academic programs, and strong community support are among the district's hallmarks. Our student population is diverse, with students who speak more than 125 languages and dialects.

For Saint Paul's students, *Speaking of Home* is an exciting and unique educational and arts opportunity learn about Minnesota's and the World's diverse cultures, see themselves in the art and curriculum, and engage in conversations about their cultures, backgrounds, families, and also learn about those of their classmates. *Speaking of Home* will challenge students to engage in dialogue about inclusion, acceptance, and gain life-long lessons for our next generation of leaders.

Our students come to our schools from all over the world and bring new perspectives and ideas to classrooms. We look forward to exposing our students *Speaking of Home* and learn from the exhibited photographs and resources this coming school year.

Thank you for your consideration of this extension for this beautiful and enriching project. We look forward to your future community partnership and supporting our students' academic achievement.

Sincerely,

Jan Spencer de Gutiérrez
District Arts Supervisor
jan.spencer@spps.org • 651-744-1321



June 4, 2018

RE: Support for Art Installation Permit Extension

Owners/Managers of Alliance Bank, Securian Center, Town Square, and U.S. Bank Center:

The Saint Paul Area Chamber of Commerce supports the request by artist Nancy Ann Coyne for another permit extension of the SPEAKING OF HOME skyway art installation.

We support the request because this installation has drawn positive attention and been the catalyst for conversations that otherwise might not have taken place.

As you are well aware, skyways have been a “hot topic” in downtown Saint Paul for many years, and most of the discussion has revolved around how to juggle access, safety, and cleanliness for the public, while protecting the property rights of the building owners. Art in the skyways adds value for employees and downtown residents who pass through them every day, but also for visitors, for whom skyways are an unusual amenity. The SPEAKING OF HOME installation helps to enhance the downtown vitality that our members work to achieve every day. However, we are well aware that the rights and preferences of the building owners need to be taken into consideration with this request, so our support is contingent upon your desire to continue to lend out the skyways to this particular art installation.

The Saint Paul Area Chamber of Commerce appreciates your stewardship of the skyways, and appreciates your willingness to make them available to exhibits such as this one.

If you have questions please do not hesitate to contact me.

Sincerely,

B Kyle
President & CEO



CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

SKYWAY SYSTEM USE APPLICATION

Applicant

Name: **Nancy Ann Coyne**
Address: **Studio 2608, 111 Marquette Avenue**
City, State, Zip: **Minneapolis, MN 55401**

Phone: **612-702-7336**
763-218-4051
Email: **info@speakingofhome.org**
mike@michaelhaugdesign.com

Organization Name: **Speaking of Home**

Purpose of Use: **EXTENTION OF CURRENT PERMIT. Public art installation and display. Removal of display elements and any repairs that may be needed to be completed within two weeks after final date. Permit extension also applies to Ongoing Activities Permit and School Group Tour permit and will follow same conditions outlined in attached addendums.**

Location: **Downtown skyways #11, 17, 21, 18 and adjoining skyway corridors.**

Date(s): **June 30, 2018 – June 30th, 2019**

Hours: **Normal skyway hours Tours and activities only from 9-11 am;
1:30-4pm; 6-9pm; 10am-9pm weekends**

I, by signing in the appropriate space below, affirm that (1) I am an authorized representative of the applicant;(2) I have read the rules and regulations governing skyway use; and (3) I agree, on behalf of the applicant, to abide thereby.

Nancy Ann Coyne
Applicant

5.17.2018
Date

Building Manager

Name: _____
Building Name: _____
Building Address: _____
City, State, Zip: _____
Phone: _____ Email: _____

I, by signing in the appropriate space below, authorize the above named group to use the portion of the building requested in this application and accept full responsibility for applicant's use of space.

Building Manager

Date

DSI Review Comments: _____

City Staff Approval

Date

SKYWAY SYSTEM USE APPLICATION—Addendum

General/Ongoing Use Request

Ongoing Activities

Activities we anticipate would be ongoing throughout the duration of the Speaking of Home project include small group tours, school classroom field trips, media interviews and photography. This permit application will apply to those activities requested and scheduled through Speaking of Home and hosted by a representative of Speaking of Home.

As a requirement from the State Arts Board and the Metropolitan Regional Arts Council, an evaluative impact study of the project is also an ongoing activity at the Speaking of Home site. This will include brief interviews of visitors by members of our team.

Equipment

Photography equipment that will be allowed include a camera tripod and stand lights. Microphone stands are also allowed for recording purposes. Microphones and speakers to amplify a speaker's voice are not allowed. Tables, podiums, stools, and chairs will not be allowed. A separate application is required for events using such equipment.

Equipment used during an allowed activity must not block the use of the skyway by other pedestrians. A 48" wide accessibility pathway must be maintained at all times during the activity/tour to comply with ADA and Fire Emergency requirements.

Group Control

A Speaking of Home representative along with at least one representative of the outside group will be responsible for control and management of the group. Groups will be asked to follow these guidelines:

- > Groups must check in at one of the security desks near the project
- > Maintain an accessible pathway of at least 48"
- > Maintain noise levels at or below conversation level
- > Maximum group size of 15
- > Groups be kept together throughout the tour
- > Groups will be required to defer to building security if necessary
- > Groups not following these guidelines and/or create a disturbance will be asked to leave

Photography

Although photos of the artwork and the group itself on the skyway bridges are permitted, the building pathways between the bridges are not public property. Photography of items, areas and people not associated with the project and/or tour is typically prohibited by building management.

Emergency Response

The Speaking of Home representative will be responsible to call 911 Emergency if necessary.

SKYWAY SYSTEM USE APPLICATION—Extension
Public Art Installation and Display
Ongoing Activities
School Group Tours

Public Art and Display

Speaking of Home is requesting an extension of the project until June 30th, 2019. Removal of display elements and any repairs that may be needed will be completed by July 15th, 2019.

Insurance

See attached Certificates of Insurance with dates extended to July 1st, 2018.

Ongoing Activities

Activities we anticipate would be ongoing throughout the duration of the Speaking of Home project include small group tours, school classroom field trips, media interviews and photography. These activities are requested and scheduled through Speaking of Home and hosted by a representative of Speaking of Home.

School Group Tours

School group self-tours will need to fill out a permit application and submit it to the city for review and approval. Property owner signatures will not be required. This permit defers review and approval to the City of Saint Paul Department of Safety and Inspections staff.

All conditions outlined and described in previous permits will remain in effect.

SKYWAY SYSTEM USE APPLICATION—Addendum School Groups

School and Classroom Tours

School groups (K through college) that wish to visit the project in the skyway must fill out a Skyway System Use Application and send it to the City of Saint Paul to obtain a permit.

The skyways are intended for public pedestrian traffic between buildings and are used by thousands of people every day. Groups touring the Speaking of Home project must respect this purpose by providing ample room for others using the skyways. Each group must include responsible adult supervision to help control noise and behavior while in the skyway and maintain a minimum pathway of 48" wide for others at all times during the tour per ADA and Fire Code requirements. Groups visiting the project must do so during these times: Weekdays 9:00 – 11:00am; 1:30 – 4:00pm; and 6:00 – 9:00pm. Tours on Saturday and Sunday can be scheduled anytime between 10:00am – 9:00pm.

Group Control

Adult supervision of school age children is required for control and management of the class. Groups will be asked to follow these guidelines:

- > Groups must check in at one of the security desks near the project
- > Maintain an accessible pathway of at least 48" for others in the skyway
- > Maintain noise levels at or below conversation level
- > Maximum group size of 15. Larger classes must be divided into smaller groups
- > Groups must be kept together throughout the tour
- > Groups will be required to defer to building security if necessary
- > Groups not following these guidelines and/or create a disturbance will be asked to leave

Permit Process

Fill out and sign the permit application and email a copy to the city for review and approval prior to conducting your tour. Failure to do so may result in a violation of the legislative code and orders to cease the tour immediately.

Email the completed permit application to: dsicomplaints@ci.stpaul.mn.us and tom.ferrara@ci.stpaul.mn.us

If you have any questions about the permitting process contact the Saint Paul Department of Safety and Inspections at 651-266-8989.

SKYWAY USE COMPLIANCE REVIEW COMPONENTS

Property owner request/authorization to conduct proposed activity in and/or impacting public easement space through their property with acknowledgement that property owner accepts responsibility/liability for the activity:

- per past practice, property owner consent typically accepted in the form of a “SKYWAY SYSTEM USE APPLICATION;”
- in circumstances when additional insurance coverage(s) required of event organizer by property owner and/or City of Saint Paul, a Certificate of Insurance is required naming the City as an additional insured Certificate Holder (City of St. Paul c/o DSI, 375 Jackson St., Saint Paul, MN 55101, Fax 651-266-9124).

Location specifics in format of a site/floor plan illustrating the width (minimum of 48” required) of public pedestrian passageway to be kept open at all times during course of event in easement/bridge and indicating where all associated activities, equipment, etc. will be placed in relation to event.

Time and duration of event (specify time for setup, performance/activity, takedown, etc.).

Activity specifics including:

- event type (exhibit, performance, fundraiser sale, etc.) and content;
- total number of people anticipated including event staff/organizers, participants, performers, spectators, tech assistance, etc. (note how event to be promoted);
- crowd control plan (limit size of crowd, actively prevent blockages of pedestrian traffic & exits, monitor and intervene in unruly behavior, etc.);
- equipment, furniture, signs, etc. to be used/present in space;
- sound/volume level and clarify whether sound will be amplified;
- note whether filming/photography planned.

Except where a use application review specifically provides, the regulations set forth in Chapter 140 of the Saint Paul Legislative Code, the General Policy Statement for the Construction of the Saint Paul Skyway System last amended 2/24/2006, the applicable easement agreement terms for affected properties, and other applicable City Ordinances and State Statutes are still in effect and enforceable during all phases of a reviewed/approved skyway activity, performance, use, etc.

Failure to comply with these conditions and those outlined in communications preparing for the event may result in the event being temporarily halted and/or immediately cancelled by City/DSI staff, the Saint Paul Police Department, and/or the property management along with potential criminal citations to all responsible parties, summary abatement proceedings and/or revocation of the Fire Certificate of Occupancy.

To review the applicable ordinance, the City of Saint Paul Legislative Code is available online at www.stpaul.gov and www.municode.com (search Chapter 140. Skyway Conduct). Contact the Department of Safety and Inspections (DSI) at 651-266-8989 or dsicomplaints@ci.stpaul.mn.us for more detail.



City of Saint Paul

City Hall and Court
House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Signature Copy

Resolution-Public Hearing: RES PH 16-213

File Number: RES PH 16-213

Approving the application of Speaking of Home for the installation of Public Art in the Public Right-of-Way for a 90 day period.

WHEREAS, Speaking of Home, an organization established to empower immigrants and draw attention to their lives and struggles through the power of design and the arts, wishes to utilize two skyway bridges on Minnesota Street between 7th Place and 5th Street and two skyway bridges on 6th Street between Cedar Street and Robert Street for a temporary public art exhibition; and,

WHEREAS, resolution #02-1108 adopted by City Council on November 27, 2002, provides the permitting policy and process for the review and approval of public art proposed in the ROW, and sets forth general conditions for artwork installation; and,

WHEREAS, Speaking of Home has submitted complete and proper applications for the project which meet all conditions laid out in resolution #02-1108; and,

WHEREAS, as outlined in the approval process of resolution #02-1108, Public Works has reviewed Speaking of Home's application and the Director of Public Works has convened a panel to evaluate the proposal; and,

WHEREAS, the Director of Public Works and the Director of the Department of Safety and Inspections are recommending approval of the application, subject to all conditions outlined in attachment A, and,

WHEREAS, the Capitol River Council's Skyway Advisory Committee, Building Owners and Managers Association "BOMA" and adjacent property owners have been consulted regarding the project and their input has been included in the conditions upon which the Permit for the Project is granted set forth in Attachment A; and,

WHEREAS, Speaking of Home has also applied for a Skyway Use Permit under Chapter 140 of the St. Paul Legislative Code and understands both the Public Art permit as contained in this Resolution and the Skyway Use Permit are necessary to proceed with the installation of the Project;


NOW, THEREFORE BE IT RESOLVED that the Council of the City of Saint Paul hereby grants approval to Public Works to issue a Permit to Applicant for the Project, subject to the conditions described in Attachment A.

At a meeting of the City Council on 7/6/2016, this Resolution-Public Hearing was Passed.


Yea: 6 Councilmember Bostrom, Councilmember Brendmoen, Councilmember Tolbert, City Council President Stark, Councilmember Noecker, and Councilmember Prince

Nay: 0

Absent: 1 Councilmember Thao

Vote Attested by 
Council Secretary _____
Trudy Moloney

Date 7/6/2016

Approved by the Mayor 

Chris Coleman

Date 7/8/2016

Speaking of Home Public Art Installation Attachment A

Public Works will grant permission for an art installation to be installed by Speaking of Home ("Applicant") beginning approximately early February of 2017 and ending approximately April of 2017 with the ability to extend the permit once for an additional 90 day period contingent upon the approval of the Director of Public Works and the Director of the Department of Safety and Inspections. The Project total will not exceed 180 days not including set up and take down time allowance.

The applicant understands that any related programming during the Project, including tours and celebrations will need separate permits through DSI or any other applicable city department.

The Applicant understands that there may be no advertising or corporate logos and sponsorship information may not be included on any approved static materials.

The Applicant understands that Public Works may install banners on the outside of the same skyway bridges as the Project during the course of this permit that may obscure the artwork.

The Permit for the Project proposes the following installations on each skyway bridge and adjacent area as defined below and illustrated more specifically below:

Skyway 11

- 14 approximately 12'x10' photographic artwork panels printed on scrim fabric
- 2 approximately 27"x 107.5" photographic artwork panels printed on scrim fabric
- 8 biographical panels 32" x 44" digital silk-screened polycarbonate
- 6 overhead signage panels 10" x 36" digital silk-screened polycarbonate
- 1 10" x 5" vertical brochure holder inside Skyway 11
- 1 transom graphic approx. 72" x 12" installed over entrance to Skyway 11 from Securian Building
- 1 directly wall mounted, adhesive-backed informational signage 89.5" x 60" with 10"x 5" brochure holder installed on left side of entrance to Skyway 11 near lavatories in Town Square

Skyway 17

- 16 approximately 12'x10' photographic artwork panels printed on scrim fabric
- 8 biographical panels 32" x 44" digital silk-screened polycarbonate
- 6 overhead signage panels 36"x 10" digital silk-screened polycarbonate
- 1 transom graphic 30"x 130" installed over entrance to Skyway 17 from Town Square
- 1 directly wall mounted, adhesive-backed informational signage 90.5"x 55.5" with 10"x 5" brochure holder installed on right side of entrance to Skyway 17 from Town Square
- 1 transom graphic 19" x 207" installed over entrance to Skyway 17 from Alliance Bank
- 1 directly wall mounted, adhesive-backed informational signage approximately 98.5" x 164" (height x diameter) with brochure holder installed on pillar next to food court in Alliance Bank

Skyway 21 and Alliance Bank Center

- 16 approximately 12'x10' photographic artwork panels printed on scrim fabric
- 8 biographical panels 32" x 44" digital silk-screened polycarbonate
- 6 overhead signage panels 36"x10" digital silk-screened polycarbonate
- 1 acrylic 10"x 5" vertical brochure holder installed inside Skyway 21 on left side adjacent to entrance to US Bank Center
- 1 freestanding informational signage (72" x 30") with brochure holder with adhesive-backed vinyl on gator board installed to right of skyway entrance using a Mightee Mount freestanding base.
- 1 wall graphic 122.5" x 52.5" installed on right side near entrance to Skyway 21 from US Bank Center (transom not available)
- 1 directly wall mounted, adhesive-backed informational signage approximately 100" x 40" with 10"x 5" vertical brochure holder installed on right side of entrance to Skyway 21

Skyway 18 and U.S. Bank Center

- 16 approximately 12'x10' photographic artwork panels printed on scrim fabric
- 8 biographical panels 32"x44" digital silk-screened polycarbonate
- 6 overhead signage panels 36"x10" digital silk-screened polycarbonate
- 1 acrylic approximately 10"x 5" vertical brochure holder installed inside Skyway 18 near entrance to Securian Building on right side
- 1 freestanding informational signage 4'x8' with brochure holder with adhesive-backed vinyl on 1/2" gator board installed next to escalator railing in US Bank Center using a Mightee Mount freestanding system
- 1 transom graphic approximately 35"x181" installed over entrance to Skyway 18 from US Bank
- 1 transom graphic 72"x12" installed over entrance to Skyway 18 from Securian Building

The Applicant understands that this permit covers installation, exhibition and removal of the static material in the Project and any activities or installations not outlined in the application including but not limited to additional displays, performances, promotions, interaction, smartphone apps and surveys are not covered by this permit and, unless permitted, not allowed.

The Applicant further understands engaging in unpermitted activity or failure to follow any term outlined in this resolution will result in revocation of the Project's Permit.

1) Coverage and Duration of the Permit: This permit covers Project installation, Project exhibition and Project removal. The permit runs from February of 2017 through April of 2017, unless a 90 day extension has been granted in writing by the Director of Public Works and the Director of the Department of Safety and Inspections, in which case the permit will run from February of 2017 to August of 2017.

2) Maintenance: The Project will adhere to the maintenance guidelines outlined in the Project's application for permit and, in addition:

The Project shall maintain all installations to the satisfaction of the Director of the Department of Public Works and the Director of the Department of Safety and Inspections. The Project shall inspect each of this four skyway sites identified above every Monday, Wednesday and Friday. Installations that are identified as damaged, broken or in need of maintenance will be repaired or restored within 48 hours of the inspection.

The Project shall provide contact information for the individual(s) in charge of maintenance. Contact information shall include an individual(s) responsible for the work and shall include the name and phone number where the person(s) can be reached 24 hours a day.

The Project shall respond on to any request from the City for maintenance with correction of any all noticed issues within forty-eight (48) hours. An email to the individual identified by the Project as the Project Manager shall constitute sufficient notice.

All equipment needed for maintenance of the project including but not limited to ladders, rolling carts and hand tools will be provided by staff hired by Project to complete maintenance.

3) Complaints: The Project shall implement a mechanism to log and address complaints.

The complaint system will allow for complaints to be entered via email, phone, text or filed electronically. The complaint system will copy the Director of the Department of Public Works and the Director of the Department of Safety and Inspections all complaints.

The Project shall respond on to any complaint with correction of any all noticed issues within forty-eight (48) hours. An email to the individual identified by the Project as the Project Manager shall constitute sufficient notice.

4) Project Installation: All equipment needed for installation of the project including but not limited to ladders, rolling carts and hand tools will be provided by staff hired by Project to complete the installation.

6) Project Removal: Unless the Director of the Department of Public Works and the Director of the Department of Safety and Inspections have granted a 90 day extension for the Project, removal will begin at the end of April, 2017. If the request for a 90 day extension is granted, removal will begin on at the end of August, 2017.

All equipment needed for removal of the project including but not limited to ladders, rolling carts and hand tools will be provided by staff hired by Project to complete the removal.

7) Limitations: This Project is limited to the items covered in the permit request only. Unless permitted through other means, there will be no attempts at performance, electronic interpretation or any other interruptions.

8) Insurance: Liability insurance for City entities and all four private properties will be provided as outlined in the permit application.

