Art Commission Application Form

You must submit the following along with this form as a single PDF:

- Individual or organizational statement (250 word max)
- Letter of intent that includes history of project and its impact on the community (500 word max)
- Visual materials (See Art Commission Guidelines for requirement)
- Budget describing cost of materials, artist fees, maintenance, installation, etc.
- Two letters of support from project partners or neighborhood organizations
- One letter of support from the Department of Public Works or Department of Mobility & Infrastructure

Notes:

- You may be required to hold a Development Activities Meeting with the applicable Registered Community Organization prior to Hearing. For more information, visit pittsburghpa.gov/dcp/rco.
- After receiving Art Commission approval, any necessary permits, certificates of occupancy, legal agreements, or other city approvals are still required. These must be applied for separately at the appropriate City departments and are the responsibility of the applicant.
- Application format is a digital copy of full application form, required documents, and the presentation to be projected at the Hearing as one single PDF. Send all documents to pacd@pittsburghpa.gov.

Project Information

Type of Project: □ Conceptual Review  □ Conceptual/Final Review  □ Final Review  □ Courtesy Review

Has this project been come before Art Commission before?  
□ No  □ Yes, when: ______________

Duration of project: From 10/01/2021 to 11/15/21

Permanent?  □ No  □ Yes
Project Location

Address: 2041 Whited St., Parcel ID: 0061-S-00292-0000-0, Pittsburgh, PA 15226

Cross Streets or other relevant information: Corner of Jacob Street and Whited Street

Neighborhood: Brookline

Applicant Information

Name: Brookline Together

Mailing Address: P.O. Box 9606

City: Pittsburgh, State: PA, Zip: 15226

Phone: 412-302-9394, Email: brooklinetogether@gmail.com

Relationship or Role in Project: Community Organization responsible for care and maintenance of property

Co-Applicant (optional)

Name: Caitlin McNulty

Mailing Address: 520 Brookline Blvd

City: Pittsburgh, State: PA, Zip: 15226

Phone: 412-302-9394, Email: caitlinmcnulty@brooklinetogether.org

Relationship or Role in Project: President of Brookline Together

Presenter at Hearing if different than applicant: Caitlin McNulty
Art Commission - pacd@pittsburghpa.gov

Organizational Statement

Brookline Together is the registered community organization (RCO) representing the neighborhood of Brookline. The mission of our volunteer-based non-profit is to create a vibrant and livable community through collaborative community initiatives that unify Brookline’s business and residential interests. Our membership includes individuals and business that have a vested interest in the Brookline neighborhood. As president and founding member of the organization, I am firm in my commitment to take on projects that highlight out neighborhood’s assets and address concerns of residents and business owners to ensure a welcoming and growing community.

Letter of Intent

The property located at 2041 Whited St., Parcel ID: 0061-S-00292-0000-0, Pittsburgh, PA 15226 is leased and maintained by Brookline Together and serves as a gateway for entry to the Brookline Neighborhood from Route 51. The current gateway sign has fallen into disrepair in recent years and the cost to restore and maintain the current sign far exceeds the funds allotted to the maintenance of this site. The current sign was installed nearly 30 years ago and is sinking into the ground, is separating from the block foundation, and needs to be painted yearly. Brookline Together has been awarded grant funds totaling $3,000 through combined Love Your Block Grants for 2020 and 2021 and will fund the replacement of the current gateway sign. These funds are intended to be executed by October 31, 2021 to align with grant requirements.

The proposed new sign is single sided painted aluminum double post and panel sign, sized 36"h x 72"w x 3.25", with vinyl text and logo priced at $2,483.72. The proposal we have received from Graphics 22 Signs also includes professional installation of the above for $540.00. The total cost for the sign and installation is $3,023.72. Additional costs associated with permitting, removal of the old sign, and site preparation will be absorbed into and coincide with additional, approved site work at the identified parcel, which will transform the abandoned lot into a community garden, in order to minimize additional cost and disruption to the visual appeal of the site for an extended period. Site plans for the identified parcel include adjustments to the layout of
the corner to include additional lighting, landscaping, and orientation of the space. The intention is that the new sign installation be an integrated element in the new layout of the site and serve as a highlight to the space.

As a board, we are excited to see this project take place, and are in full support of its implementation.

Sincerely,

[Signature]

Caitlin McNulty
Board President
Brookline Together
caitlincnulty@brooklinetogether.org
412.302.9394
P.O. Box 9606
Pittsburgh, PA 15226
Specifications:

Mounting: Secure foam direct burial into foundations
Drop Shadow / Rule Lines: Silver
Text Color: White
Face Color: MPR2446
Post Color: MPR2446
Post and panel sign (slide body) 36" x 7.5" x 3.25" deep single sided aluminum

Option 2
RE: Brookline Gateway Sign

Original Bid Date: August 12, 2021

Thank you for the opportunity to bid on this project!

The following is a bid in reference to the above-mentioned project. Included specification sections:

**Post and Panel Gateway Sign**

<table>
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<th>Quantity</th>
<th>Unit Price</th>
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<tr>
<td>Single sided painted with vinyl text and logo</td>
<td></td>
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**Exclusions / Exceptions**

- PERMITS AND ENGINEERING NOT INCLUDED IN QUOTE
- penetration through dirt, not rock/concrete/asphalt
- removal of existing structure/sign
- illumination

- tax exemption cert required

Subtotal $2,483.72

0% SALES TAX AMOUNT $ -

Supply only $2,483.72

For Professional Installation of the above $540.00

FOR A TOTAL PRICE OF $3,023.72

Graphics 22 Signs is a Certified WBE

Installation is based on a maximum of 1 mobilization(s)
CITY OF PITTSBURGH
DEPARTMENT OF PUBLIC WORKS
CITY-COUNTY BUILDING

August 31, 2021

To Whom It May Concern,

I am writing to you today to express my full support for approval of Brookline Together’s plan to repair and replace the community gateway sign at the Jacob/Whited intersection. This intersection is owned by the City of Pittsburgh but has been leased to Brookline Together for a period of 100 years so they can serve as stewards of the site for the community.

The Department of Public Works is proud to support this project.

Sincerely,

Chris Horstein
Acting Director

CH/ksl
"BT LOS LYB" History

- Document created by Kelli Lewis (kelli.lewis@pittsburghpa.gov)
  2021-09-01 - 12:42:50 PM GMT - IP address: 205.141.129.33

- Document emailed to Chris Hornstein (chris.hornstein@pittsburghpa.gov) for signature
  2021-09-01 - 12:43:16 PM GMT

- Email viewed by Chris Hornstein (chris.hornstein@pittsburghpa.gov)
  2021-09-01 - 12:46:05 PM GMT - IP address: 104.47.64.254

- Document e-signed by Chris Hornstein (chris.hornstein@pittsburghpa.gov)
  Signature Date: 2021-09-01 - 12:46:32 PM GMT - Time Source: server - IP address: 205.141.129.33

- Agreement completed.
  2021-09-01 - 12:46:32 PM GMT
To Whom It May Concern,

I am writing to you today to express my full support for approval of Brookline Together’s plan to repair and replace the community gateway sign at the Jacob/Whited intersection. This intersection is owned by the City of Pittsburgh but has been leased to Brookline Together for a period of 100 years so they can serve as stewards of the site for the community.

As part of Brookline Together’s stewardship of this location, they are working to improve the community gateway sign, incorporate this portion of the space into their larger community garden project, and update the landscaping at the parcel. To accomplish these goals the organization has received multiple grant awards that include Love Your Block grants and the URA’s Neighborhood Initiatives Fund totaling over $20,000. The funding source for this particular project are Love Your Block grants, which have received community support.

Brookline Together is a 501C3 organization that serves as Brookline’s Registered Community Organization and works to achieve positive change in the community by supporting and empowering residents. In order to continue supporting longstanding traditions within the community, the organization has undertaken the projects mentioned above to promote an atmosphere of welcoming participation among residents. This welcoming atmosphere will be enhanced with the completion of the upgrades that are long overdue at the Jacob/Whited gateway sign.

Swift approval of Brookline Together’s plans will allow the group to complete this project before the end of the year, and will serve as an opportunity for community growth and cohesion in a time of uncertainty and fear. The need and potential for this project to update and improve a well-known community entranceway are reason enough for my unequivocal support, but Brookline Together’s history of successful community projects makes this an easy decision and project to support.

Respectfully,

Anthony Coghill

510 City-County Building • Pittsburgh, Pennsylvania 15219
Office: 412-255-2131  Cell: 412-335-2903
anthony.coghill@pittsburghpa.gov
BROOKLINE TEEN OUTREACH

OUR MISSION - To provide quality resources free of charge to youth ages 10-18 in the Greater Pittsburgh area to maximize their potential through educational and social programming, life skills workshops, tutoring, community service opportunities, and licensed counseling. Our programming is founded in education and counseling theories focused on developing the social emotional learning of students while also engaging them in activities and their community.

August 27, 2021

To Whom it May Concern,

I am writing to express my support for an updated gateway sign at the Corner of Jacob and Whited Streets in the Brookline neighborhood of Pittsburgh. Brookline Teen Outreach is a partnering organization of Brookline Together for the redevelopment of this site to be turned into community gardens. Our role at the site includes providing gardening classes to students and the community at large, aiding in the upkeep and maintenance of the site once it is established, and growing food on a designated plot for distribution through our established take what you need pantry. As we have seen during the planning stages of this larger project, the current sign is deteriorating and takes away from the overall appeal of the site. We see the need for new signage that will highlight and distinguish the space, especially given the new use of the site and its footholds as a community gathering space in the future.

I support the approval of new gateway signage at the Jacob/Whited corner to enhance the warmth of welcoming as individuals enter our community and would be pleased to see this update.

Sincerely,

[Signature]

Jason Tigano
Board President
Brookline Teen Outreach
520 Brookline Blvd.
Pittsburgh, PA 15226
cmcnulty@brooklineeenoutreach.org
412.254.4590
Visual Materials for Art Commission Hearing
Brookline Together – New Welcome Sign Proposal

Current Sign at 2041 Whited St., Parcel ID: 0061-S-00292-0000-0, Pittsburgh, PA 15226
Proposed New Sign Mockup Provided by Graphics 22 Signs

option 2

SPECIFICATIONS:
36" x 72" x 3.25" DEEP SINGLE SIDED ALUMINUM POST AND PANEL SIGN (SLIDE BODY)
POST COLOR: MP23446
FACE COLOR: MP23446
TEXT COLOR: WHITE
DROP SHADOW / RULE LINES: SILVER
MOUNTING: SECURE FOAM DIRECT BURIAL INTO FOUNDATIONS

QTY: 1

G22 GRAPHICS 2 SIGNS INC.
5212 Lyle Street • Pittsburgh, PA 15207
P: 412-422-1123 F: 412-422-1126
E: sales@graphics22signs.com
“Signs for the People”

Designed for: BROOKLINE TEEN OUTREACH / GATEWAY SIGN
Date: 8/17/2021

Address:
520 BROOKLINE BLVD
PITTSBURGH PA 15226
Phone: 412.254.4090
Fax:

Drawing Completed By:

This estimate, specifications and conditions as described are subject to buyer's satisfaction. You are authorized to decline work as specified. A PAYMENT SECURITY DEPOSIT IS REQUIRED.

This design is the property of the designer and may not be reproduced in any way without written permission.

Signature: ____________________________ Date: ____________________________
Cost Proposal Provided by Graphics 22 Signs

RE: Brookline Gateway Sign

Original Bid Date: August 12, 2021

Thank you for the opportunity to bid on this project!

The following is a bid in reference to the above-mentioned project. Included specification sections:

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penetration through dirt, not rock/concrete/asphalt
removal of existing structure/sign
illumination

tax exemption cert required

Subtotal $2,483.72

0% SALES TAX AMOUNT $-
Supply only $2,483.72
For Professional Installation of the above $540.00
FOR A TOTAL PRICE OF $3,023.72

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Installation is based on a maximum of 1 mobilization(s)