



Ohio Administrative Code

Rule 128-4-08 Commemorative works at capitol square.

Effective: November 17, 2024

(A) Commemorative works as defined herein means any statue, monument, sculpture, memorial, or landscape feature designed to recognize, in a permanent manner, a person, group, event or other significant element of history.

(B) The capitol square conservation fund is a special fund established by the capitol square review and advisory board for the future maintenance and repair of commemorative works at the capitol buildings and capitol grounds.

(C) A hierarchy of potential commemorative spaces based on the architectural and symbolic importance of the space; the visibility of the space; and how the use of the addition of a commemorative work would affect the use of the space is established. The criteria for determining the appropriateness of a commemorative work set forth in paragraphs (C) to (F) of this rule vary depending on the space where it is proposed to be located. The criteria also identify particularly important spaces where no additional commemorative works should be placed. These spaces have been divided into the following zones:

(1) Zone one represents locations where no additional commemorative works should be placed. These include the exterior wall surfaces and roof of the capitol buildings; the north, south and west stairs that lead to the entrances of the Ohio statehouse; the rotunda; the governor's office; the open lawn space on the west side of the capitol grounds; and the veterans plaza on the east side of the capitol grounds. The museum gallery beneath the rotunda should be reserved for temporary exhibitions only.

(2) Zone two comprises the most highly visible, monumental, and architecturally and symbolically significant spaces in the building. They are few in number and can support the addition of few commemorative works without compromising the simple dignity and historic and artistic integrity of the spaces. These include the house and senate chambers; the major corridors on the ground; the first and second floors of the statehouse; the state reception room; the grand stairhall; the senate finance



hearing room and north and south hearing rooms in the senate building; and the atrium.

(3) Zone three spaces are secondary in architectural and symbolic significance, yet are highly visible public spaces both within the capitol buildings and on the capitol grounds. These include the Third street entrance lobby; the visitors center; hearing rooms; and the north and south plazas of the capitol grounds.

(4) Zone four spaces are visible and accessible to the public and are better able to handle commemorative works without compromising the historic character of the space. These include the light court stairwells in the northwest and southwest quadrants of the building; the north and south corridors on the ground floor; conference rooms throughout the building; entrances from the underground parking garage; and the sidewalk and retaining wall on the perimeter of the capitol grounds.

(D) No additional commemorative works will be considered for zone one spaces. These spaces are considered complete.

(E) A commemorative work may be added to zone two, zone three, and zone four in accordance with the following requirements:

(1) The commemorative work represents or commemorates the significant role of Ohioans in an event or series of events of lasting significance in American history; or represents an individual Ohioan or group of Ohioans who have made a significant or lasting contribution to American history and at least twenty-five years have passed since the event being commemorated, or twenty-five years have passed since the death of the individual or the death of the last surviving member of a group.

(2) There is a compelling reason why the capitol buildings or capitol grounds, rather than some other location in the state, should be the location of the commemorative work.

(3) A zone four commemorative work will be limited to two-dimensional works and bas-reliefs.

(4) A zone two commemorative work must comply with section 105.42 of the Revised Code.



(5) The proposal has successfully completed the approval process.

(F) The commemorative proposal process for zones two, three and four includes:

(1) A submitted proposal to the capitol square review and advisory board containing the applicant person or organization; an identification of the zone being proposed for the work; a statement of the significance of the event, person or group being commemorated; a statement of why the capitol buildings or capitol grounds is the most appropriate location for the proposed work; a statement of how the proposal is consistent with the current setting of the capitol buildings and capitol grounds, or how the proposal fits an overall scheme, theme or philosophy governing the use of the capitol buildings and capitol grounds; and a brief narrative description of the proposed commemorative work.

(2) The capitol square review and advisory board will meet to discuss the proposal. Only complete proposals submitted at least one month prior to the scheduled meeting date of the capitol square review and advisory board will be considered. The board may give the proposal preliminary approval (for zones two and three only), automatic final approval (for zone four only), deny approval, or it may table the proposal for further consideration at the next meeting. The board may ask for additional information to be provided or seek the input of outside professional experts so that it can make its decision.

(3) If the complete proposal is given preliminary approval, it may be submitted for final approval by the capitol square review and advisory board after five years. The proposal must be submitted at least one month prior to the scheduled meeting date of the board and must include the original proposal with any updated information that is relevant to the criteria for consideration. The board may, by unanimous vote, assign a shorter waiting period for a proposal.

(4) If the proposal receives final approval from the capitol square review and advisory board, then the design process begins.

(5) If the capitol square review and advisory board does not give approval to a proposal at either the preliminary or final review, the proposal may not be resubmitted for review until at least one year has passed. If a proposal has not been given approval after two submissions (at either preliminary or



final review), the proposal must begin the process again, should the applicants choose to continue to pursue the proposal.

(G) Once a proposal has received appropriate approvals from the capitol square review and advisory board, the individual, organization or group making the proposal will meet with an architect selected by the executive director on behalf of the board (hereinafter referred to as the "board architect") to discuss possible locations for the commemorative work. The board architect will make a recommendation to the board of where the comparative work should be located within the approved zone.

(H) A schematic design proposal will be submitted to the board architect for review. The design proposal must be site-specific and take into account the significant architectural, landscape and other design features of the site; the proposal will be of a scale appropriate to its site and will not detract from the architecture or the setting; the materials will be lasting and permanent and will complement the architecture and the setting; the materials will require a minimum of maintenance; and no sponsorship may appear on commemorative plaques or works.

(I) The schematic design proposal must also include appropriate drawings, sketches and models, as determined by the board architect; an engineering feasibility, if deemed appropriate by the board architect; a detailed budget and identification of source of funds; a timeline for implementation; and requirements for future maintenance, including a budget.

(J) Once the board architect is satisfied that the schematic design meets the design criteria, the proposal will be presented to the capitol square review and advisory board for its review. If the proposal is approved by the board, work will progress to the design development stage; if it is not approved, the board will give direction to the board architect so that revisions to the proposal can be made.

(K) The design development proposal will be submitted to the board architect for review and approval, and must include the firm(s) or individual(s) completing the actual site work and any accommodations or considerations they would need. The executive director on behalf of the board will have final approval over the construction firm.



(L) At the time the design development proposal is submitted to the board for review, the sponsor of the commemorative work must have all construction money, plus twenty percent of the cost of construction, to be contributed to the capitol square conservation fund, which will fund repair and maintenance of all commemorative works, in hand and evidenced by a letter of commitment from the sponsoring individual, organization or group. All required funding must be transferred to the board prior to commencement of the project.

(M) Once the design development proposal is approved, the executive director on behalf of the board will prepare and execute contract documents for the construction and installation of the commemorative work. The board architect, alongside the executive director, will oversee implementation of the proposal for the board.

(N) If a proposal for a commemorative work is given final approval by the capitol square review and advisory board, but the design process is not completed within a five-year period following the approval, then the approval is considered void and the proposal must begin the process again, should the applicant choose to continue to pursue the proposal.