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|  | Request for Approval  of Architectural Modifications |

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| **NOTE:** Submit the completed Request for Approval and all required attachments to the Chair, State Capitol Preservation Commission, Attn: Director of Visual Arts and Capitol Collections, c/o Oklahoma Arts Council, P.O. Box 52001-2001, Oklahoma City, OK 73152-2001. Questions may be directed to the Director of Visual Arts and Capitol Collections at (405) 521-2039 or via email to [Alan.Atkinson@arts.ok.gov](mailto:Alan.Atkinson@arts.ok.gov). Commission rules are available at the [Oklahoma Office of Administrative Rules](http://www.oar.state.ok.us/oar/codedoc02.nsf/All/A3A8E30CA7FACBEF8625795700160263?OpenDocument). | | | | | | | | | | | | | | | | | | | | | |
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| Date: | | | |  | | | | |  | | | | | | | | | | | | |
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| Applicant Information | | | | | | | | | | | | | | | | | | | | | |
| Name of Person Making Request: | | | | | | | | | |  | | | | | | | | | | | |
| **Address:** | | | | | | | | | | | | | | | | | | | | | |
| Organization: | | | | | |  | | | | | | | | | | | | | | | |
| Street & P.O. Box: | | | | | | |  | | | | | | | | | | | | | | |
| City: | |  | | | | | | | | | State: | |  | | | | | | Zip Code: | |  |
| Telephone: | | | | | (    ) | | |  | | Ext. | |  | | Fax: | | (    ) | |  | | Ext. |  |
| Email: | | |  | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Sponsor Information | | | | | | | | | | | | | | | | | | | | | |
| Name: | | |  | | | | | | | | | | | | | | | | | | |
| Street & P.O. Box: | | | | | | |  | | | | | | | | | | | | | | |
| City: | |  | | | | | | | | | State: | |  | | | | | | Zip Code: | |  |
| Telephone: | | | | | (    ) | | |  | | Ext. | |  | | Fax: | | (    ) | |  | | Ext. |  |
| Email: | | |  | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Type of Request | | | | | | | | | | | | | | | | | | | | | |
|  | Architectural Modification (Please reference Rules and Architectural Standards) | | | | | | | | | | | | | | | | | | | | |
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| Submission of a proposal does not guarantee approval or acceptance of the project. If a proposal is approved, all parties must comply with the complete guidelines of the Architecture and Grounds Committee and the administrative rules of the State Capitol Preservation Commission, as outlined in the Administrative Rules OAC 115, effective July 2006. The State Capitol Preservation Commission meets every even-numbered month for review of submitted proposals. | | | | | | | | | | | | | | | | | | | | | |
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| ***Proposals should be submitted to:*** | | | | | | | | | | | | | | | | | | | | | |
| Chair, State Capitol Preservation Commission  Attn: Director of Visual Arts and Capitol Collections  c/o Oklahoma Arts Council  P.O. Box 52001-2001  Oklahoma City, OK 73152-2001  405-521-2039  [Alan.Atkinson@arts.ok.gov](mailto:Alan.Atkinson@arts.ok.gov) | | | | | | | | | | | | | | | | | | | | | |
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| Architectural Modifications Proposal | | | | | | | | | | | | | | | | | | | | | |
| All architectural proposals must include scaled architectural plans or renderings with this form before they will be considered. If additional space is needed, the general concept of the project, including the plans and project timeline, can be presented on a separate form, limited to two pages. | | | | | | | | | | | | | | | | | | | | | |
| Brief Description of Proposal: | | | | | | | | | | | | | | | | | | | | | |
| Provide Project Timeline: | | | | | | | | | | | | | | | | | | | | | |
| Scaled architectural plans/renderings included (required): | | | | | | | | | | | | | | | Yes | | No | | | | |
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| **DO NOT WRITE BELOW THIS LINE – FOR COMMISSION USE ONLY** | | | | |
| Date: |  |  | | |
| The proposal is referred to: | | | | |
| Capitol Curator / Architect for Plan Review | | | | |
| Architecture and Grounds Committee | | | | |
| Art Standards Committee | | | | |
| Architectural Plan reviewed with Capital Assets Management Personnel: | | | Yes | No |
| Artwork plans reviewed with Capital Assets Management Personnel | | | Yes | No |
| Item for action at next Commission meeting: | | | Yes | No |
| Date of Commission meeting on agenda as action item: | |  | | |
| Notify requesting party of the following: | | | | |
| Other Instructions: | | | | |