



INSTRUCTIONS TO BE CERTIFIED AS AN ARTIST IN THE CITY OF PEEKSKILL

(Revised November 2016)

To qualify to reside in a live-work artist loft in the Peekskill Artist District, at least one of the household members must be certified by the Artist Certification Committee and must meet the definition of “Artist” as defined in § 575-60 of the City of Peekskill Zoning Ordinance:

***Artist** – An individual who practices one of the fine, design, graphic, musical, literary, computer or performing arts; or an individual whose profession relies on the application of the above mentioned skills to produce creative product; i.e. an architect, craftsman, photographer, etc. All these creative products are defined as “art”.*

The Artist Certification Committee meets regularly to review the following information that is submitted by the applicant (the applicant is not expected to attend the meeting):

1. One page application form with \$25 fee (check or money order made out to “City of Peekskill”, or cash submitted with application to the City Clerk in City Hall)
2. An explanation of how the loft will be used to produce your creative product. Include your current plans and your one-to-five-year goals for producing your “art” and exhibiting/presenting/selling it to the public.
3. At least three (3) letters of recommendation from professionals attesting to your artistic background and current work (signed letters can be scanned and emailed)
4. Detailed resume identifying artistic education and work experiences (with dates) that demonstrate your past and current involvement in an artistic field
5. Portfolio or samples of your creative work with dates (photos acceptable), including work within the past five years. Include samples of the type of work that you will produce in your loft. You may print and submit relevant information off of your website, if applicable. Performances/music may be submitted on disk, flash drive, or website.
6. Any other documentation (such as a list of exhibits, galleries, juried shows, performances, professional reviews, client lists and commissions, etc.) that supports your qualifications in your artistic field.
7. Your plans (if any) to become involved in the Peekskill artist community.

If potentially hazardous materials or machinery will be used in the loft, or if sound greater than ambient noise levels will be created, the applicant must demonstrate how neighbors and the public will not be adversely affected. If legitimate complaints are received, the City reserves the right to rescind artist certification.

Once you are certified, you may *rent* an art loft or purchase an Art Loft Co-op in Peekskill. To purchase an Art Loft Co-op, go to www.peekskillartlofts.com and fill out the PAL Application form for income verification, and submit it to the Art Loft Co-op.

Please submit one copy of the Artist Certification application form, \$25 fee and supporting materials to:

Jessica Youngblood, City Planner | Planning Department, City Hall, 840 Main Street, Peekskill, NY 10566. Direct all inquiries to 914-293-0916 or jyoungblood@cityofpeekskill.com.