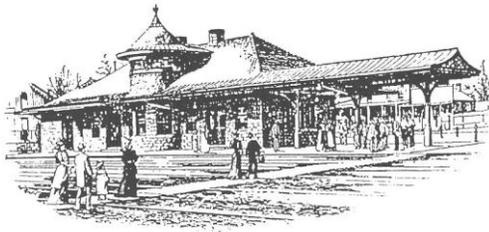


KIRKWOOD LANDMARKS COMMISSION



AN INFORMATIONAL BROCHURE



WHERE COMMUNITY AND SPIRIT MEET®

WHAT THE LANDMARKS COMMISSION DOES FOR KIRKWOOD

Our Landmarks Commission proudly recognizes and preserves properties that represent elements of the City's thriving cultural heritage and architectural history. Certified by the State of Missouri's Historic Preservation Office, the mission of the Landmarks Commission is to protect, retain, and enhance such properties. On March 5, 1981 the Kirkwood City Council established the Commission *"to make a continuous study of all the buildings and structures in the community, taking into account the age, design, period of construction, aesthetic value, past use and historical significance and to consider such buildings for designation as historical landmarks."* Kirkwood was the first city in Missouri to set the trend in historic preservation on the local level, followed by over fifty other cities. The Commission has actively pursued its charge from inception to the present.

There are more than ninety designated landmarks located in Kirkwood, including businesses, schools, churches, a cemetery, and a multitude of historically significant homes. Eight local historic districts have been designated: Meramec Highlands (1890s, designated in 1988), Central Place (1920s, designated in 1998), Jefferson-Argonne (circa 1850s through 1950s, designated in 2007), Savoy (early 1950s midcentury modern, designated in 2008), Craig Woods (1950s midcentury modern, designated in 2011), North Taylor (circa 1850s through 1950s, designated in 2011), West Argonne (circa 1850s through 1950s, designated in 2014) and Barrett Brae (1950s midcentury modern, designated in 2015). There are also 24 individual properties and four historic districts (Jefferson-Argonne, East Monroe, Downtown Kirkwood and North Taylor) listed on the National Register of Historic Places.

Coming from a variety of backgrounds, the volunteer commissioners utilize their expertise for the benefit of the community. They advise property owners on exterior renovations in order to preserve the character and historic integrity of existing landmarks and districts. Furthermore, any person who owns property in Kirkwood can seek free advice regarding historic preservation from the Commission. The expertise and knowledge of the commissioners can save time and money for Kirkwood property owners.

During National Preservation Month in May each year, the Commission holds an awards ceremony to showcase Kirkwood's favorite buildings. This event provides a platform for the Commission to thank the citizens of Kirkwood for their enthusiasm to preserve and protect Kirkwood's historic and aesthetic character. Beginning in March, nominations are solicited for the following categories: best restoration; most enhanced; best addition; best infill; best maintained; and most endangered. Buildings may be residential or commercial structures recognized for their historic or neighborhood character.

Contact the Staff Liaison or visit the website for further information, including:

- *Maps and locations* of landmarks and historic districts
- *Favorite Building Awards* guidelines, nomination form and event programs
- *Walking Tour* (self-guided map)
- *Agendas & Minutes* from official meetings
- *Landmark and District nomination application*
- *Certificate of Appropriateness* information and application
- Information about the *National Register* and *Tax Credits* for qualified restoration
- Inquiries about *Volunteer Efforts*

THE CITY OF KIRKWOOD LANDMARKS COMMISSION

Walter Smith, CHAIR
Andrew Raimist, VICE-CHAIR
Robert Rubright, SECRETARY
Lynn Anandel
Judith Brauer
Ryan Molen
Jessica Worley

Council Liaison: Maggie Duwe
Staff Liaison: Amy Lowry

Regular meetings are on the second Wednesday of each month at 6:30 p.m. in the main level conference room of City Hall.

Interested parties may review the agendas and minutes from the Commission meetings. Current agendas are typically posted the Friday prior to the meeting. Recent minutes are posted as soon as they are approved, typically within five weeks after a meeting.

Check the website for posted notices, agendas, minutes and more.

For more information regarding the Landmarks Commission, contact the Landmarks Liaison, 139 South Kirkwood Road, Building Commissioner's Office, Kirkwood, Missouri 63122. Phone: 314-822-5815. Fax: 314-822-5898
 E-mail: lowryag@kirkwoodmo.org

Kirkwood's Website: www.kirkwoodmo.org

For more information about this brochure or other City of Kirkwood publications, contact the Public Information Office at 314-822-5894.

Revised: April 2017

Duties of the Landmarks Commission

In certain situations where property owners intend to alter their historic property, they must obtain a Certificate of Appropriateness (COA) before a building permit may be issued. There are three classes of property for the application process: (1) local landmark, which is most historically significant; (2) local district contributor, which has historically significant features that contribute to the overall historic integrity of a district; and, (3) local district non-contributor, which has little or no historically significant features but is adjacent to other historic properties. These classifications inform commissioners on the standards that should be applied to a property when reviewing an application for COA.

According to the Landmarks Commission ordinance, the question of whether a review is required is determined by the classification of the property and the intended purpose of the alteration. Intended purposes include: (a) alteration or modification of any exterior; (b) new construction; (c) demolition; and, (d) public improvements within 200 feet of a classified property. Review is determined as follows:

| LOCAL DESIGNATION | Landmark | District Contributor | District Non-contributor |
|--|--|---|--|
| CLASSIFICATION | "Significant" according to Sec. 12½ 8 | "Contributing" according to Sec. 12½ 8 | Not classified, but implied in relation to other classes |
| STANDARDS | Generally adapted from U.S. Secretary of Interior's design standards for historic structures | Commission exercises discretion by utilizing lesser standards than for Landmark | Commission exercises discretion by utilizing lesser standards than for Contributor |
| Alternation or modification of any exterior Sec. 12½ 12(a) | Requires review | Voluntary review | Voluntary review |
| New construction Sec. 12½ 12(b) | Requires review of new or detached buildings | Requires review of new or detached buildings | Requires review of new or detached buildings |
| Demolition Sec. 12½ 12(c) | Requires review | Requires review | Requires review |
| Public improvements within 200 feet Sec. 12½ 12(d) | Requires review | Requires review | Requires review |

As described above, the cases that require review necessitate a Certificate of Appropriateness (COA). Once the Application for COA is submitted to staff, the COA review will be placed on the agenda for the next Landmarks Commission meeting. The property owner should attend the meeting, as the Commission may ask questions for clarification. It is highly recommended that the property owner provide a concise presentation that shows congruency with historic preservation design guidelines. Guidelines for properties are available upon request.

If the review is satisfactory to the guidelines set forth by the Commission, the staff forwards the approved COA to the Building Commissioner, which fulfills the requirement for attainment of the building permit. *See ordinance Sec. 12½-12(f)*. Most exterior modifications and all new construction, however, will also need to be reviewed by City's Architectural Review Board.

If the Landmarks Commission review is not satisfactory and the COA is denied by the Commission, the property owner may seek appeal to the City Council during its next work session. If the City Council is in agreement with the Landmarks Commission regarding disapproval, then the property owner will not attain the building permit from the Building Commissioner. *See ordinance Sec. 12½-13*.