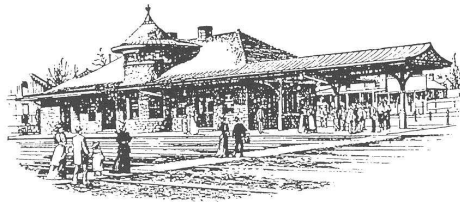


KIRKWOOD LANDMARKS COMMISSION



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 or reflect 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. Over twenty-five years ago, 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."* The commission has actively pursued its charge from inception to the present. Kirkwood was the first city in Missouri to set the trend in historic preservation on the local level, followed by forty other cities.

There are more than ninety designated landmarks located in Kirkwood, including businesses, schools, churches, a cemetery, and a multitude of historically significant homes. Five local historic districts are Meramec Highlands (recognized in 1988 with 18 historic places), Central Place (1998; 14), Jefferson-Argonne (2007; 126), Savoy (2008), and North Taylor (2010). National Register historic districts include Jefferson-Argonne, East Monroe (2004) and Downtown Kirkwood (2009).

Coming from a variety of backgrounds, the volunteer commissioners utilize their expertise as an advisory body 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. Furthermore, any person who owns property in Kirkwood can seek free advice regarding historic preservation from the Landmarks Commission. Many Kirkwood properties possess historic features, particularly those within local and national historic districts. The expertise and knowledge of the commissioners can save time and money for Kirkwood property owners.

During the month of May, National Preservation Month, the commission holds an awards ceremony, showcasing 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 Tours* (self guided maps)
- *Agendas & Minutes* from official meetings
- *Landmark nomination* application
- *Certificate of Appropriateness* information and application
- Information about the *National Register*, *Tax Credits* for qualified restoration, and the *State Historic Preservation Office*
- Inquiries about *Volunteer Efforts*

THE KIRKWOOD LANDMARKS COMMISSION

Tom Riggs, CHAIR – construction
Lisa Hautly, VICE-CHAIR – landmark owner
Dave Brown, REC. SECRETARY – real estate
Matt Bivens – preservation
Catherine Enslin – architecture
Darryl Labruyere – architecture
Judith Franklin Ward – design

Council Liaison: Paul Ward
Staff Liaison: Alan Lamberg, MPA

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

Interested parties may review the agendas and minutes from the commission meetings. Current agendas are typically posted a week before the next 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

AN INFORMATIONAL BROCHURE BY THE
 KIRKWOOD LANDMARKS COMMISSION
 NOVEMBER 2010

139 South Kirkwood Road
 Kirkwood, Missouri 63122
 Phone: (314) 984-6965
 E-mail: LAMBERAB@KIRKWOODMO.ORG

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 obtaining a building permit. Concerning the application process, there are three classes of property: (1) local landmark, which is most historically significant; (2) local district contributor, which has less historically significant features that nonetheless contribute to the overall historic features of a district; and, (3) local district non-contributor, which has little or no historically significant features but is adjacent or near other historic properties. These classifications inform commissioners on what degree of standards should be applied to a property when reviewing an application for COA.

According to the Landmarks Commission ordinance, the question of whether or not a review is required is determined by the classification of the property and the intended purpose. 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. The table below concisely shows how review is determined:

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 Secretary of Interior 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
Alteration 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	Requires review
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). If the review is satisfactory to the guidelines set forth by the commission, the staff forwards the COA to the Building Commission, which fulfills the requirement for attainment of the building permit. *See ordinance Sec. 12½-12(f).*

If the review is not satisfactory and the COA denied by the commission, the property owner may seek appeal to the City Council during their 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 Commission. *See ordinance Sec. 12½-13.*

Once the 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.