



From: Pam Shelton
To: Madden, Mary Ann
Date: 10/1/2007 9:48 AM
Subject: Fwd: request funds for CLPC matching grants
Attachments: CLPC Matching Grant Guidelines.doc

>>> "Alice E. Fugate" <Alice@FugatePublications.com> 9/24/2007 1:38 PM >>>
Mr. Michael G. Herring
City Administrator, Chesterfield

Dear Mr. Herring:

The Chesterfield Landmarks Preservation Commission would like to establish matching grants to help owners of local historic properties maintain their properties. These grants would be available only to people who own property on the Chesterfield Historic Register. We are requesting that a total of \$1,000.00 be added to our current budget each year to fund this. From this amount, we would distribute one or several grants depending on the number of applicants, the amount needed, etc.

Attached please find a document with the guidelines for this matching grant. Mike Geisel suggested that I send this to you. We would like to put this proposal on the agenda of the next Planning and Zoning Committee meeting. Please e-mail or call if you have any questions.

Thank you,

Alice Fugate
Chair, Chesterfield Landmarks Preservation Commission

**City of Chesterfield
Landmarks Preservation Commission
Guidelines for the
Chesterfield Historic Register
Annual Matching Grants**

Overview:

The City of Chesterfield, through Ordinance No. 1719, has expressed a commitment to:

- “conserving and improving the value of property designated as landmarks”
- “providing for economic benefits to encourage business and residential owners to locate and invest in historically significant properties”
- “fostering and encouraging preservation , restoration, and rehabilitation of the historic structures”

As a Certified Local Government (CLG), the City of Chesterfield has established the Chesterfield Historic Register Annual Matching Grants.

Eligibility:

The total annual grant budget is \$1,000.00. Each grant is a 50/50 matching grant that is available only to the owners of properties listed on the Chesterfield Historic Register. The amount available to each approved applicant will depend on the number and amount of other approved applications. A higher priority is afforded exterior projects.

Grant Application:

Owners of properties listed on the Chesterfield Historic Register may apply for a matching grant by sending a one-page letter to:

Chesterfield Landmarks Preservation Commission
c/o City of Chesterfield
690 Chesterfield Pkwy. W.
Chesterfield, MO 63017-0760

The application letter should briefly describe the proposed project and include a detailed breakdown of the total cost (materials, labor, etc.). Photos, drawings or attachments are allowed; however, they are not mandatory.

Grants may be submitted from January 1 up to June 30 of each calendar year.

Grant Administration:

Grant applications will be reviewed by the Chesterfield Landmarks Preservation Commission (CLPC). The CLPC will forward applications, along with any comments or recommendations, to the Planning Commission. The Planning Commission will forward applications to the City Council along with any comments or recommendations.

Grant applicants will then be notified of the City Council’s decision. Grant funds will be released only upon completion of the awarded project. Valid receipts related to the project must be provided.