

# Ladue Estates Subdivision

Dear Homeowner,

Congratulations on becoming a part of this special neighborhood. We look forward to meeting you and your family and answering any questions you may have. The Ladue Estates Subdivision (the "Subdivision") was listed in the National Register of Historic Places in May 2010 in recognition of its mid-century ranch architecture, community planning, and cultural significance, and is unique in its place as Creve Coeur's only historic district. To learn more please visit: [www.ladueestates.org](http://www.ladueestates.org).

The trustees have provided the following information in this letter and folder to facilitate your understanding of the steps involved for most rehabilitation, remodel, or construction projects on your property. Please conveniently retain and refer to the material as necessary.

- 1) Read the Subdivision's Indenture (enclosed), and both Creve Coeur's and St. Louis County's Building Departments websites to understand conditions and restrictions.
- 2) Contact the trustees and both Building Departments with questions.
- 3) Contact an architect and/or contractor to develop plans to conform with the Subdivision's, Creve Coeur's, and St. Louis County's restrictions and/or codes.
- 4) Complete the Home Modification Form (enclosed) and submit it along with three (3) sets of blueprints and/or appropriate information to the trustees.
- 5) Retrieve trustee **approved** plans and submit them to the Creve Coeur Building Department for their approval and permitting process.
- 6) Creve Coeur's Building Department will contact you in regard to the permitting process, escrow account, and issuance of appropriate permits.
- 7) Post the permits in a visible location and proceed with the project.
- 8) Inspections will likely be required during the construction process by Creve Coeur's Building Department and possibly St. Louis County's Building Department.
- 9) All inspections must be passed for the project to be complete.

In addition to blueprints, the Creve Coeur Building Department may require you to submit a storm-water grading plan to address run-off from non-permeable surfaces and structures. Do not start any demolition work without **approved** plans and appropriate permits. Information regarding tax credits for your project can be obtained from the Missouri Department of Natural Resource's State Historic Preservation Office at 800-361-4827 or <https://ded.mo.gov/programs/business/historic-preservation>.

We hope you find this information useful and will participate and enjoy all our beautiful subdivision has to offer. The annual Subdivision meeting occurs in May and picnic occurs in the fall. Please complete the enclosed Resident Information Form and return it to a trustee to be added to our contact list and Subdivision Directory. Welcome to your new home!

Regards,

The Trustees of Ladue Estates

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