

**LAND CLEARANCE FOR REDEVELOPMENT AUTHORITY (LCRA)  
CHAPTER 99  
REDEVELOPMENT PROCESS AND SUBMITTAL REQUIREMENTS**

In order for the Staff of the St. Louis Development Corporation (“SLDC”) to prepare a Chapter 99 Blighting Study and Plan, the Tax Abatement Application (Exhibit A), including all Attachments (A-F), must be submitted by the first of the month in which the Plan is to be considered by the LCRA Board. The Staff will evaluate each Application based on the recommendation of the Alderman of the ward and nine (9) Evaluation Factors (See Exhibit B).

Once a Blighting Study and Plan is prepared, it must be reviewed and approved by the LCRA Board of Commissioners prior to submittal to the Board of Aldermen for consideration. The Plan must also be reviewed by the Planning Commission (PDA). A properly noticed public hearing before the appropriate Committee of the Board of Aldermen is required prior to passage (See Procedural Diagram, Exhibit C). **Submission of a Tax Abatement Application and fee does not guarantee that abatement will be authorized.**

For projects with over \$1 million of proposed new improvements to the property including soft costs but not including Furniture, Fixtures and Equipment (F, F, & E) or projects including eminent domain and for some selected smaller project, the LCRA must advertise for redevelopers, and potential redevelopers may submit proposals. A redeveloper for the project will then be designated by the LCRA Board. The LCRA will then enter into a redevelopment agreement with the selected redeveloper. It is imperative that the potential redeveloper be present at the LCRA Board meeting at which it is designated redeveloper, and at the Board of Aldermen public hearing.

**EACH REDEVELOPER SHALL FULLY COMPLY WITH THE MAYOR'S EXECUTIVE ORDER #28 DATED JULY 24, 1997 (AS EXTENDED) RELATING TO MINORITY AND WOMEN-OWNED BUSINESS PARTICIPATION IN CONSTRUCTION.**

All project construction drawings must be reviewed and approved by SLDC staff prior to initiation of construction. *Tax abatement will not begin until all approved work is substantially completed. At that time, the redeveloper must contact the SLDC staff to complete the tax abatement process and provide staff with a copy of an occupancy permit for the property, photographs of the completed project and the remainder of the tax abatement fee (if required). If this is not done, tax abatement will not be initiated and the property is subject to a substantial increase in taxes based on improvements that have been made to it.*

Available online@

Stlouis-mo.gov:  
Departments & Agencies  
St. Louis Development Corporation  
Real Estate Development  
Real Estate Tax Abatement  
Tax Abatement Application

**A complete application shall include all of the following:**

- Tax Abatement Application
- Attachment A - Project Pro Forma (Select A-1 or A-2)
- Attachment B - Current Photos: front, rear, side
- Attachment C - Proposed Construction Plans
- Attachment D - Alderman's Letter of Support
- Attachment E - Sustainability Impact Statement
- Attachment F - Application Processing Payment

**When application is completed, send to:**

**St. Louis Development Corporation  
ATTN: Development Incentives  
1520 Market St. - Ste. 2000  
St. Louis, MO 63103**

**TAX ABATEMENT APPLICATION**

**Chapter 99 Redevelopment Process  
SUMMARY OF INFORMATION REQUIRED  
BY THE ST. LOUIS DEVELOPMENT CORPORATION STAFF  
FOR PREPARATION OF A CHAPTER 99 (LCRA) PLAN**

\_\_\_\_\_  
**Address of property or properties to be included in the proposed redevelopment area**

\_\_\_\_\_  
Applicant (Authorized Representative of Redevelopment Entity)

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Redevelopment Entity (if different from applicant)

\_\_\_\_\_  
Street Address of Applicant

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Telephone

**The Application must address the following (if applicable):**

1. Legal description and map of all properties to be included in the proposed redevelopment area:
2. Ownership of all the properties to be included in the redevelopment area:
3. Condition of buildings, if any, on the property: \_\_\_\_\_  
\_\_\_\_\_
4. Number of existing occupants of property: \_\_\_\_\_
5. Relocation required: if there are any occupants in the property, list all to be relocated and characteristics:  
\_\_\_\_\_  
\_\_\_\_\_
6. If all or a portion of the property is used for commercial purposes, what is the number of existing jobs (full time/part time): \_\_\_\_\_

7. Proposed objective of proposed redevelopment (i.e. rehab, new construction): \_\_\_\_\_

\_\_\_\_\_

8. Proposed use of the property (building by building): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Proposed zoning of the property needed to carry out project: \_\_\_\_\_

\_\_\_\_\_

10. Proposed on-site parking (numbers and ratios): \_\_\_\_\_

\_\_\_\_\_

11. Proposed changes in street and alley patterns, if any: \_\_\_\_\_

\_\_\_\_\_

12. Public improvements proposed (street, alley, sidewalks, and parks); if any:

\_\_\_\_\_

\_\_\_\_\_

13. If all or a portion of the property is to be for commercial purposes, indicate the proposed number of new jobs, including type; full time, part time, and salary range; proposed number of retained jobs, including type; full time, part time and salary range:

\_\_\_\_\_

\_\_\_\_\_

14. If the property is not currently controlled by the applicant, indicate plan for property acquisition required by applicant or LCRA:

\_\_\_\_\_

\_\_\_\_\_

15. Proposed time of initiation and completion of phases of project:

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16. Square footage of proposed construction and/or rehabilitation, number of residential units by bedroom count for residential construction and/or rehabilitation, number of rental units, number of condominium units, non-residential square footage.

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17. Proposed method of financing the project (include any other incentives being sought):

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18. Total anticipated construction cost excluding acquisition and FF & E (this should be reflected on the project's building permit application(s)): \$ \_\_\_\_\_

19: The following attachments shall be included in the application packet:

A. A pro forma financial statement:

1. A-1 – For Sale Residential
2. A-2 - Rental

B. One (1) set of photos of the property, front and rear.

C. Set of architectural construction drawings including floor plans, elevations and a site plan with landscaping (if available).

D. Letter of support from Alderman of the ward in which the project is located.

E. Sustainability Impact Statement  
(address all items that may relate to proposed redevelopments and summarize input on last page).

F. Tax Abatement Processing Fee: Attach a check made out to Land Clearance for Redevelopment Authority (LCRA) for the initial portion of the Tax Abatement Processing Fee

*With my signature below, I hereby certify that I am the authorized representative of the applicant and/or the property owner and that all information submitted to the SLDC pertaining to the subject property, including details regarding sources of funds, tax credit revenues, projected sale price(s) of any unit(s) involved and proposed uses of the subject property, are true, accurate and complete to the best of my knowledge and belief.*

*Tax abatement will not begin until all approved work is substantially completed. At that time, I acknowledge that I must contact the SLDC staff to complete the tax abatement process and provide staff with a copy of an occupancy permit for the property photographs of the completed project and the remainder of the tax abatement fee (if required). If this is not done, tax abatement will not be initiated and the property is subject to a substantial increase in taxes based on improvements that have been made to it.*

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Applicant/Owner

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Date

**Send completed application to the following:**

**St. Louis Development Corporation  
ATTN: Development Incentives  
1520 Market St. – Ste. 2000  
St. Louis, MO 63103**

**For-Sale Residential Spreadsheet**

<b>BUILDING CHARACTERISTICS:</b>					
Retail:			sq. ft.		
Office			sq. ft.		
<b>Total commercial:</b>		<b>0</b>	sq. ft.		
For-sale units:			sq. ft.		
<b>Total "Saleable" Area:</b>			sq. ft.		
<b>Total # of Residential Units:</b>					
<b>Gross building area:</b>					
<b>Types/sizes of residential units:</b>					
		<b><u>Anticipated</u></b>			
<b><u>BR/BA</u></b>	<b><u>SIZE IN SQ. FT.</u></b>	<b><u>SALE</u></b>	<b><u>#</u></b>	<b><u>TOTAL</u></b>	<b><u>TOTAL</u></b>
		<b><u>PRICE</u></b>	<b><u>UNITS</u></b>	<b><u>PROCEEDS</u></b>	<b><u>SALEABLE</u></b>
					<b><u>AREA:</u></b>
<b>TOTAL SALES PROCEEDS:</b>					
<b>COSTS:</b>					
<b>USES</b>					
<b>Acquisition Costs</b>					
<b>Hard Construction Costs</b>					
	Demolition				
	Construction/Rehabilitation				
	Site Work				
	Construction Contingency				
<b>Soft Costs</b>					
	Architectural/Engineering				
	Construction Permits				
	Project Management				
	Property Survey				
	Property Appraisal				
	Historic Consultant				
<b>Financing Costs</b>					
	Construction Period Insurance				
	Construction Period Interest				
	Construction Loan Fee				
	Construction Period Taxes				
	Title, Recording & Disbursing				
	Misc. Closing Costs				
	Accounting Fees				
<b>Marketing Costs</b>					
	Advertising & Promotion				
	Sales Literature				
	Contractor/Developer Profit				
<b>Total Uses:</b>		<b>\$</b>			
		<b>-</b>			

Per Square Foot					
<b>SOURCES OF FUNDS-- PERMANENT:</b>					
Residential sales price/sq. ft.:			per sq. ft.		
Residential sales proceeds:		\$0			
LESS: Commissions:		\$0	7.00%		
Commercial sales price/sq. ft.:			per sq. ft.		
Commercial sales:		\$0			
LESS: Commissions:		\$0			
<b>Total sales proceeds:</b>		<b>\$0</b>			
PLUS:	Historic Tax Credits	\$0			
<b>Total proceeds:</b>		<b>\$0</b>			
LESS: Total costs:		\$			
		-			
<b>Total profit:</b>		<b>\$0</b>			

# Rental Property Spreadsheet

Financing Information	
<b>Loan Amount</b>	\$ -
Interest Rate	0.00%
Amortization (Years)	0
Mortgage Konstant	
Interest Only Financing?	no
Monthly Debt Service Payment	\$0.00
<b>Subordinated Debt Assumptions</b>	
Loan Amount	\$ -
Interest Rate	7.50%
Amortization (Years)	30
Mortgage Konstant	0.000000
Monthly Debt Service Payment	\$ -

Revenue & Expense Information	
Vacancy & Collection Loss Factor	0.00%
Monthly, Per-Unit Planned Annual Operating Expenses (less taxes)	\$ -
Annual per-unit operating expense w/o tax:	\$ -

HISTORIC TAX CREDIT CALCULATOR	
Total cost less acquisition:	0
% eligible for historic credits:	95.00%
Eligible costs:	0
State tax credit pricing rate:	85.00%
State tax credit "face value":	25.00%
<b>State tax credit proceeds:</b>	<b>\$0</b>
Federal tax credit pricing rate:	93.00%
Federal tax credit "face value":	20.00%
<b>Federal tax credit proceeds:</b>	<b>\$0</b>
<b>TOTAL HISTORIC CREDIT PROCEEDS:</b>	<b>\$0</b>

Sources & Uses of Funds		
<b>Sources</b>		
Mortgage Debt	\$ -	
Subordinated Debt	\$ -	
Equity	\$ -	
Tax Credit Proceeds	\$ -	
<b>Total Sources</b>	<b>\$ -</b>	0%
<b>Uses</b>		
<b>Acquisition Costs</b>	\$ -	Per Unit \$ -
<b>Hard Construction Costs</b>		
Demolition	\$ -	\$ -
Construction/Rehabilitation	\$ -	\$ -
Site Work	\$ -	\$ -
Construction Contingency	\$ -	\$ -
<b>Soft Costs</b>		
Architectural	\$ -	
Developer fee	\$ -	
Engineering	\$ -	
Property Survey	\$ -	
Property Appraisal	\$ -	
Environmental Report	\$ -	
<b>Financing Costs</b>		
Construction Period Insurance	\$ -	
Construction Period Interest	\$ -	
Construction Loan Fee	\$ -	
Construction Period Taxes	\$ -	
Title, Recording & Disbursing	\$ -	
Accounting Fees	\$ -	
<b>Marketing Costs</b>		
Advertising & Promotion	\$ -	
Sales Literature	\$ -	
Miscellaneous	\$ -	
<b>Total Uses:</b>	<b>\$ -</b>	

Unit Type	# of Units	% of Total	Area (SF)	Total SF	Monthly Rents	Mo Rent/SF	Annual Rents
1br/1ba	1	100%	931	931	\$550.00	\$0.59	\$6,600
		0%		-			\$0
		0%		-			\$0
		0%		-			\$0
		0%		-			\$0
<b>Totals</b>	<b>1</b>	<b>100%</b>	<b>931</b>	<b>931</b>	<b>\$550</b>	<b>\$0.59</b>	<b>\$6,600</b>

**ATTACHMENT "B"**

**Current Photos**

**ATTACHMENT "C"**

**Proposed Construction Plans**

**ATTACHMENT "D"**

**Alderman's Support Letter**

**SUSTAINABILITY IMPACT STATEMENT**

The St. Louis Planning Commission adopted a Sustainability Plan on January 9, 2013. The following chart lists selected Functional Categories and development related objective of the City's Sustainability Plan and the Mayor's related Sustainability Action Agenda. Please put an X next to each item applicable to your project. Then on the last page list all items that are applicable and briefly describe how your project is addressing each of these applicable items.

		Applicable	Not Applicable
<b>I. URBAN CHARACTER, VITALITY AND ECOLOGY</b>			
A1	Reinforce the City's Central Corridor as the dynamic "heart" of the region		
A3	Develop designated areas via incentives for "green" and technical industries		
A4	Increase riverfront development and provide safe public access and associated recreational activity		
A5	Provide development incentives to encourage transit-oriented development		
B1	Prioritize infill development to develop thriving compact communities/vibrant mixed-use main streets		
SAA	Make LRA land available at no cost for smart, productive, creative re-use of the land.		
B2	Update local street design standards and implement the Complete Streets Ordinance		
B3	Create Citywide, and multiple neighborhood-scale mobility plans		
B4	Discourage development that reduces transit, bike and pedestrian activities		
C1	Design public spaces and neighborhood streets as gathering spaces for people		
C5	Maintain public spaces and neighborhood streets		
D7*	Expand the City's urban tree canopy		
E1	Celebrate and increase activity along the Mississippi River		
E2	Remove/change infrastructure to improve riverfront access		
F1	Preserve and reuse buildings as a means of achieving sustainability		
F2	Continue to integrate preservation into the planning and building approval process		
F4	Protect historic properties vulnerable to foreclosure, tax forfeiture, or demolition		
F5	Promote the redevelopment of historic homes and commercial properties		

G1	Develop affordable homes in concert with long-range transit and development planning		
G2	Encourage mixed-use affordable housing in high amenity neighborhoods		
G4	Integrate low income housing into market-rate and mixed-use development		
G6	Experiment with new ways to create partnerships to build sustainable and affordable housing		
G8	Offer housing that is energy efficient and environmentally sustainable		
H4	Continue to remove site contamination and promote brownfields redevelopment		
I4	Ensure urban agriculture is a profitable, viable enterprise		
J4	Preserve neighborhood residential areas/commercial and mixed-uses on corners/major corridors		
J5	Increase the effectiveness of major commercial corridors		
J8	Incorporate sustainability in economic development programs		
<b>II. ARTS, CULTURE AND INNOVATION</b>			
A4	Encourage the development of affordable artist housing, studios and ventures		
A5	Diversify the City's range of arts, creative and innovative industries		
SAA	Build Phase II of CORTEX bioscience and technology research district		
C2	Facilitate development of arts, culture and innovative TODs		
C5	Target developing arts and cultural districts for streetscape and public space improvements		
E1	Use distinctive public art, architecture, landscape to build City and neighborhood identity		
F1	Revitalize existing and develop new arts and cultural facilities		
<b>III. EMPOWERMENT, DIVERSITY AND EQUITY</b>			
E4	Expand the capacity to create additional affordable housing units		
E5	Create pathways for qualified low-income families to become homeowners		
F1	Address blighting and environmental health hazards		
F6	Ensure the application of universal design and accessibility codes		

<b>IV. HEALTH, WELL-BEING AND SAFETY</b>			
A5	Plan and design buildings, spaces and environments for safety		
B5	Reduce exposure of lead-paint poisoning		
C1	Eliminate food deserts and improve access to fresh produce		
C3	Support urban agriculture opportunities in the City		
D4	Design buildings to encourage physical activity		
<b>V. INFRASTRUCTURE, FACILITIES AND TRANSPORTATION</b>			
A1	Advance the City as a transportation hub		
A2	Encourage transit oriented development		
SAA	Increase bike racks by 150%		
E3	Use pilot projects to explore ways to achieve net zero storm water discharge		
G2	Strive for the highest levels of energy efficiency and maximize clean energy in buildings		
G3	Ensure building and site development integrated with natural site ecology		
G4	Advance the use of high-efficiency building related water systems and technologies		
G5	Encourage re-use of materials and divert waste from land-fills		
G6	Provide healthy interior environments in commercial buildings		
<b>VI. PROSPERITY, OPPORTUNITY AND EMPLOYMENT</b>			
SAA	Require a sustainability impact statement for all new City development		
B1	Increase the inventory and availability of business and industrial real estate through environmental clean-up and land assembly		
B2	Encourage small scale redevelopment with economic incentives		
B4	Leverage the Mississippi River as an inexpensive transportation, drinking water and recreational resource		
C3	Focus on small and local businesses as a key part of the City economy		
C4	Re-use existing buildings for inexpensive incubation of entrepreneurial ideas		
D1	Pursue transit oriented development at MetroLink stations and major bus nodes to encourage more walking/fewer carbon emissions		
D5	Market and encourage living in the City to recent college graduates		

E3	Promote flexible development approaches by developers, land owners and business firms		
E4	Direct new commercial and mixed-use development to designated corridors and districts that demonstrate market support		
SAA	Create at least 8,500 new jobs at Ballpark Village, CORTEX, Carondelet Coke, St. Louis Army Ammunition Plant and North Riverfront		
G3	Foster innovation		
SAA	Remediate and prepare at least 40 vacant properties for redevelopment		
SAA	<i>Please comment in what ways you believe the Mayor's Sustainability Action Agenda overlaps with your successes on your project.</i>		

## TAX ABATEMENT PROCESSING FEES

The fee LCRA charges to process tax abatements is as follows:

### COMMERCIAL OR MIXED-USE PROJECTS

Commercial or Mixed-use projects with expected development costs of less than \$1 million - \$500 plus 0.1% of all costs associated with the new improvements to the property including soft costs but not including Furniture, Fixtures and Equipment (F, F & E).

Commercial or Mixed-use projects with expected development costs of more than \$1 million - \$1,000.00 plus 0.1% of all costs associated with the new improvements to the property including soft costs but not including Furniture, Fixtures and Equipment (F, F & E)

### RESIDENTIAL PROJECTS

Residential projects with expected development costs of less than \$500,000 - \$200

Residential projects with expected development costs between \$500,000 and \$1 million - \$500

Residential projects with expected development costs of more than \$1 million - \$1,000 plus 0.05% of all costs associated with the new improvements to the property including soft costs but not including F, F & E.

**The initial portion of the fee (\$200, \$500 or \$1,000) as outlined above is due with the Tax Abatement Application – the Balance of the fee for all commercial projects and for residential projects of more than \$1 million is due at substantial completion of the project when tax abatement is initiated. In addition, the cost of recording will be charged for all projects requiring transfer of title to initiate abatement. All checks should be made to the order of the Land Clearance for Redevelopment Authority (LCRA).**

**TAX ABATEMENT  
EVALUATION FACTORS**

In addition to the length of tax abatement supported by the Alderman of the ward, the SLDC staff considers many factors in determining its recommendation to the LCRA Board for a property(s). Factors considered (but are not limited to) include:

1. Condition of property
2. Condition of nearby properties
3. Market value analysis (MVA) for residential projects
4. Proposed use
5. Sustainability objective including energy standards
6. Consistency with current zoning
7. Consistency with City’s Land Use Plan
8. Design of proposed development
9. Redeveloper’s pro forma including financial analysis and anticipated redeveloper’s profit

Proposals that include property that scores poorly with factors 1-3, but score well with factors 5-9 tend to be recommended for up to 10-year tax abatement.

Proposals that include property that scores well with factors 1-3, but score poorly with factors 5-9 tend to be recommended for 5-year or less tax abatement.

Proposals that involve LIHTC’s are usually recommended for 15-year tax abatement to coincide with the tax credit requirements.

**PROCESSING PROCUDURES FOR TAX ABATEMENT**

**Exhibit "C"**

