



---

BOARD OF ADJUSTMENT AGENDA  
August 4, 2025

---

BOARD OF ADJUSTMENT:

Richard Alferman, Chair  
Latonya Grotegeers, Vice-Chair  
Maureen Rogers-Bouxsein, Secretary  
Marita Malone

Don Garrison Jr., Alternate  
Brian Andrzejewski, Alternate  
Bob Kneemiller, Alternate

In accordance with Chapter 400 (Zoning Code) of the Code of Ordinances of the City of St. Charles, Missouri, notice is hereby given that the Board of Adjustment will conduct a public hearing on **Monday, August 4, 2025** at 6:00 p.m. on the fourth floor of City Hall in the City Council Chambers, 200 North Second Street in St. Charles, Missouri for the purpose of giving interested parties and citizens an opportunity to be heard on the following matters:

*Call to Order and Call the Roll*

*The Pledge of Allegiance*

*Approve the Minutes from the July 9, 2025 Meeting*

1. Case No. BOA-2025-08. Address: 808 S 6<sup>th</sup> Street (Adam Friend). A request to decrease the minimum side yard building setback for a proposed building addition on a non-conforming lot from five point two five (5.25) feet to two and a half (2.5) feet as regulated in Section 400.780(B)(1)(c). The property is zoned R-1E/EHP Single-Family Residential District within the Extended Historic Preservation District (Ward 2).

*Adjournment*

The next meeting of the Board of Adjustment is scheduled for Monday, August 4, 2025 on the fourth floor of City Hall in the City Council Chambers, 200 N. Second Street, St. Charles, MO 63301.

The City of St. Charles offers all interested citizens the opportunity to attend public meetings. If you wish to attend this public meeting and require an accommodation due to a disability, please contact the Office of the City Clerk to coordinate an accommodation at least two (2) business days in advance of the scheduled meeting at 636-949-3282 or 636-949-3289 (TTY – for the hearing impaired). The City of St. Charles, Missouri fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please call the City Clerk’s Office at 636-949-3282 or visit City Hall located at 200 North Second Street, St. Charles, Missouri, 63301.

All decisions and official actions of the Board of Adjustment are considered filed in the office of the Board upon the adjournment of the meeting in accordance to Section 89.080 RSMo.

**INCLEMENT WEATHER:** In case of inclement weather, please call 636-949-3222 after 4:00 p.m. on the day of the meeting to be informed of the status of the meeting.

**POSTED ON 07/30/2025 @ 10:45 pm by MPB**

CITY OF ST CHARLES

STATE OF MISSOURI

BOARD OF ADJUSTMENT MEETING

July 9, 2025

THE HONORABLE RICHARD ALFERMAN, CHAIRMAN PRESIDING

TIME: 6:00 p.m.

MINUTES

By Madelyn P. Brown

City of St. Charles, Missouri

200 N Second Street

St. Charles, Missouri 63301

(636) 949-3222

PROCEEDINGS

(WHEREUPON, at 6:00 p.m. o'clock, Wednesday July 9, 2025, at the Saint Charles City Hall Building, 200 North Second Street, Fourth Floor, Saint Charles, Missouri, and the following proceedings were held, to-wit: with the following persons being present.)

Richard Alferman, Chairman

Maureen Rogers-Bouxsein

Latonya Grotegeers

Marita Malone

Don Garrison

Madelyn Brown, City Planner

John Boyer, Assistant Director of Community Development

AGENDA ITEM #1 – THOMAS ALAN GROUP ARCHITECTS – CHRISTOPHER PIKE

CASE NO. BOA-2025-07. ADDRESS: 1028-1038 S MAIN STREET

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve a request to decrease the minimum front yard building setback on the Barbour Street frontage from ten (10) feet to five (5) feet as regulated in Section 400.200(D)(5)(a) of the City of St. Charles Code of Ordinances.

MOTION WAS SECONDED BY MAUREEN ROGERS-BOUXSEIN

ROLL-CALL VOTE 4 IN FAVOR 1 AGAINST: APPROVED.

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve a request to decrease the minimum rear yard building setback from thirty (30) feet to thirteen and a half (13.5) feet as regulated in Section 400.200(D)(5)(c) of the City of St. Charles Code of Ordinances.

MOTION WAS SECONDED BY MARITA MALONE

ROLL-CALL VOTE 5 IN FAVOR 0 AGAINST: APPROVED.

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve a request to decrease the minimum sight distance triangle of a corner lot from thirty (30) feet to twenty (20) feet as regulated in Section 400.540 of the City of St. Charles Code of Ordinances.

MOTION WAS SECONDED BY MARITA MALONE

ROLL-CALL VOTE 5 IN FAVOR 0 AGAINST: APPROVED.

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve a request to increase the maximum encroachment for a porch from six (6) feet to seven (7) feet for unit 5 only as regulated in section 400.620(A)(4) of the City of St. Charles Code of Ordinances.

MOTION WAS SECONDED BY MARITA MALONE

ROLL-CALL VOTE 5 IN FAVOR 0 AGAINST: APPROVED.

Meeting adjourned at 6:50 p.m.



**AGENDA ITEM #1**

**STAFF REPORT  
BOARD OF ADJUSTMENT  
CASE NO. BOA-2025-08  
808 S 6<sup>TH</sup> STREET**

**AUGUST 4, 2025  
BY MADELYN P. BROWN**

**GENERAL INFORMATION**

**Owner/Applicant:** Adam Friend  
808 S 6<sup>th</sup> Street  
St. Charles, Missouri 63301

**Location:** 808 S 6<sup>th</sup> Street  
Ward 2

**Request:** A request to decrease the minimum side yard building setback for a proposed building addition on a non-conforming lot from five point two five (5.25) feet to two and a half (2.5) feet as regulated in Section 400.780(B)(1)(c).

**Zoning:** R-1E/EHP Single-Family Residential District within the Extended Historic Preservation District

**Adjacent Zoning & Land Use:**

<u>Direction</u>	<u>Zoning</u>	<u>Land Use</u>
North	R-1E/EHP	Residential
South	R-1E/EHP	Residential
East	R-1E/EHP	Residential
West	R-1E/EHP	Residential

**ANALYSIS**

The subject property is an approximately 3,500 square foot parcel and is zoned R-1E/EHP Single-Family Residential District within the Extended Historic Preservation District, located south of Water Street and west of S. 6<sup>th</sup> Street. The applicant is requesting a decrease in the minimum side yard building setback for a proposed building addition on a non-conforming lot from five point two five (5.25) feet to two and a half (2.5) feet for a proposed attached single-car garage addition.



**Figure 1: Aerial Photo of Subject Property.**

Per the zoning code, properties within the R-1E district require a side yard building setback of seven (7) feet; however, in the case of 808 S 6<sup>th</sup> Street, the property is legal non-conforming (smaller lot dimensions than that required by current code). Because it is legal non-conforming (also known as grandfathered), the required setbacks are reduced to be at least seventy-five percent (75%) of that required by current zoning code via Section 400.780 Non-Conforming Lots. Therefore, the required seven (7) foot setback is reduced to five point two five (5.25) feet. The applicant is requesting a further reduction of the setback to two and a half (2.5) feet for the

proposed addition. If this variance request is approved, the applicant will be required to obtain Landmarks Board approval as well as approval of a building permit from the City.



*Figure 2: Street View of Subject Property.*

***Criteria for Granting a Variance:***

A variance is intended to provide relief to property owners who, due to their unique circumstances, would face practical difficulties or unnecessary hardship from the strict application of the zoning ordinance. However, while a variance can provide relief to a property owner and still protect the zoning ordinance from invalidation, variances are typically granted because of conditions or circumstances existing that are peculiar to the property or lot of record and not the result of the actions of the applicant.

Pursuant to §400.1080, the power to hear and decide variance cases regarding the requirements of Chapter 400 (Zoning Code) lies with the Board of Adjustment. The Board’s decision is considered a quasi-judicial act; thus, the board shall consider the evidence submitted by staff, as well as the evidence presented by the applicant and make a finding with regard to the request for a variance. The decision of the Board is subject to appeal to the Circuit Court of St. Charles County.

In addition to the criteria established §400.1090(E & F), G of the same section provides additional policies that should be considered before a ruling on a variance. Therein, it establishes that:

- (1) Financial disadvantages to the property owner shall not constitute conclusive proof of unnecessary hardships within the purpose of zoning;
- (2) The Board does not possess the power to grant a zoning variance permitting the use of land or buildings that is not included as a use in the district involved;
- (3) In granting a variance, the Board may attach thereto any conditions and safeguards it deems

necessary or desirable in furthering the purposes of the chapter; and

- (4) The Board shall study the effects of such proposed buildings or use upon the character of the neighborhood, traffic conditions, public utilities and other matters pertaining to the general welfare.

According to §400.1090 (F), the following factors are relevant to determining whether strict application of the regulation would result in practical difficulties or unnecessary hardship:

- (1) ***Size of the variance. The relationship of the requested variance to the requirements of the applicable zoning regulations, i.e. a five foot variance is substantial if the required setback is seven feet; it is not as substantial if the required setback is 100 feet.***

The request to decrease the minimum sideyard setback can be considered substantial. The applicant is requesting a variance to decrease the required setback from five point two five (5.25) feet to two and a half (2.5) feet. This is a 47.6% decrease, which is considered substantial as it is more than 25%.

- (2) ***Effect on government services. The effect of the requested variance on population, density and available government facilities such as water, fire and police protection, and sanitary services.***

No negative effects on government services have been documented via staff review, as this proposal would not have an impact on utilities services (i.e. transportation, water, and sewer) or emergency services. However, as the structure will be within five (5) feet of the side property line, compliance with additional fire mitigation (higher rated fire wall) as identified within the Building Code will be required.

- (3) ***Effect on neighbors or neighborhood. The effect of the requested variance on adjoining properties or on the character of the neighborhood generally.***

The approval of the variance should not have a negative impact on adjacent properties or on the character of the neighborhood. As indicated earlier, this property was developed prior to any zoning requirements. It is not uncommon within the historic areas of the City, for setbacks to be less than those standards identified within the current zoning district design standards since the majority of the structures within these districts were built prior to the Zoning Code. This includes the three (3) foot setback for the home at 815 S Benton Avenue and two point five (2.5) foot setback at 803 S Benton Avenue. 902 S 6<sup>th</sup> Street has a three (3) foot setback, as a result of an attached garage, much larger in size but similar to what 808 S 6<sup>th</sup> is requesting (see Figure 3, below).

Despite the similar setbacks of nearby properties, the proposed addition would be located in close proximity to the neighboring property to the north, 800 S 6<sup>th</sup> Street. There would only be approximately twelve (12) feet in-between the two residential structures if the proposed garage addition is constructed. However, 800 S 6<sup>th</sup> Street does sit at a higher elevation than 808 S 6<sup>th</sup> Street and a retaining wall is also proposed, providing separation between the two properties. As mentioned earlier, the proposed addition would need to meet fire rating requirements, which would mitigate related safety concerns for structures located in close proximity.

Additionally, a public hearing notice was sent to property owners within three hundred feet of the subject property. Staff did not receive any correspondence expressing concerns/complaints related to this application, or otherwise.



*Figure 3: Home with attached garage at 902 S 6<sup>th</sup> Street.*

**(4) *Alternatives to a variance. The existence of a feasible alternative to the applicant’s proposal or other means of alleviating the hardship.***

As noted above, the subject property is located within the historic district, where many of the properties are non-conforming in size and setbacks (do not meet modern zoning and design standards). This does create a unique situation in adhering to setbacks when a property owner proposes an alteration or new construction on the existing lot. For this reason, the code provides relief from setback standards through the 75% provision for non-conforming lots (Section 400.780). This provision provides an option for historic properties, beyond requesting a variance, to adhere to the code. Additionally, non-conforming historic lots are often more narrow in size, but generally are much deeper in depth giving greater flexibility in providing alternatives for new construction. They also normally provide an alleyway at the rear to accommodate garages on narrow lots as this was a historic/traditional home building technique. This created additional alternatives for historic properties, beyond requesting a variance.

808 S 6<sup>th</sup> Street (subject property) is a unique, non-conforming property. The lot is 49 feet in width and 70 feet in depth, for a total of 3,430 square feet in size (See Figure 1 on Page 2 of this report). The R-1E standards require lots to be 60 feet in width, 100 feet in depth, and a minimum of 7,000 square feet in size. Based on these factors, the subject property is non-conforming with many of the required design standards of the zoning district, resulting in a lot significantly reduced in size. Additionally, the lot does not have alleyway access, which

eliminates a parking option at the rear of the lot afforded other historic non-conforming lots.

Based on the circumstances outlined above, alternatives to the requested variance would not be feasible other than no garage/car port at this location. Even with the 5.25 foot sideyard setback provided by the 75% provision, the proposal could not be constructed without a reduction in the sideyard setback due to the unique dimensions of the non-conforming lot and space required for a one garage addition. The proposed garage addition is less than ten (10) feet in width; therefore, reducing its width any further would prevent the applicant from being able to maneuver a vehicle in and out of the proposed structure. Also, constructing a detached carport is not a feasible alternative, given the small size of the non-conforming lot and the layout of the existing residential structure.

- (5) ***Justice. The granting of a variance is a just action. The cause of the difficulty or the hardship should be unique to the land rather than to the applicant and should be related to the topography, configuration of the lot, or other characteristics of the land. The applicant or economic conditions should not be the cause of the difficulty.***

As mentioned above, the subject property has a unique lot configuration. Not only is the lot non-conforming, it is considerably smaller than what is required under R-1E design standards (approximately 3,500 square feet smaller than the required minimum lot area of R-1E). Additionally, as addressed above, the lot does not provide rear alley access, which is a characteristic of many historic properties.

This hardship caused by lot configuration is heightened due to the surrounding property arrangement (see Figure 4, on page 7). The property directly at the rear, 565 Water Street, is significantly larger than both the subject property and the adjacent lot to the north (800 S 6<sup>th</sup>). The rear property line of 565 Water Street spans the rear yard of both properties. This prevents either property from having alley access. Furthermore, this arrangement limits the access of 800 S 6<sup>th</sup>, which further hinders 808, as it is “sandwiched” between the two properties. It is important to note, this lot configuration was approved by the City prior to the enactment of zoning standards in 1947. The exact date of the subdivision is unknown; however, the home construction date is 1915 according to the County Assessor and the subdivision code is a very early subdivision number most likely early 20<sup>th</sup> century.

As a result of the neighboring properties, non-conformity in lot size of the subject property, and configuration of the subject property, the ability for any alteration/addition is severely limited. This hardship restricts the applicant’s ability to provide an alternate to the requested variance, even with the reduced setback through the 75% provision. That being said, the addition of an attached garage (or other type of covered parking) cannot be achieved without the granting of the requested reduction in the sideyard setback due to the unique configuration of the lot. **Given this, Staff believes the approval of this request could be considered a just action as the request is unique to the land, specifically the existing configuration of the lot.**

### **STAFF RECOMMENDATION**

Given the unique characteristics of the subject property, specifically its non-conforming lot size and shape, and its location within the historic district, staff acknowledges that the addition of a

garage (or any other type of covered parking) would not be feasible without the approval of a variance. While covered parking is not a guarantee of zoning, it is a normal fixture of most residential lots. Additionally, the granting of this request would be consistent with the neighborhood and would have a minimal impact on neighboring properties. If approved, the proposed addition would be required to comply with all applicable building and fire codes, further mitigating potential concerns. Therefore, after careful analysis and research of this property and its request, the Department of Community Development recommends that the request for a variance be **APPROVED**.

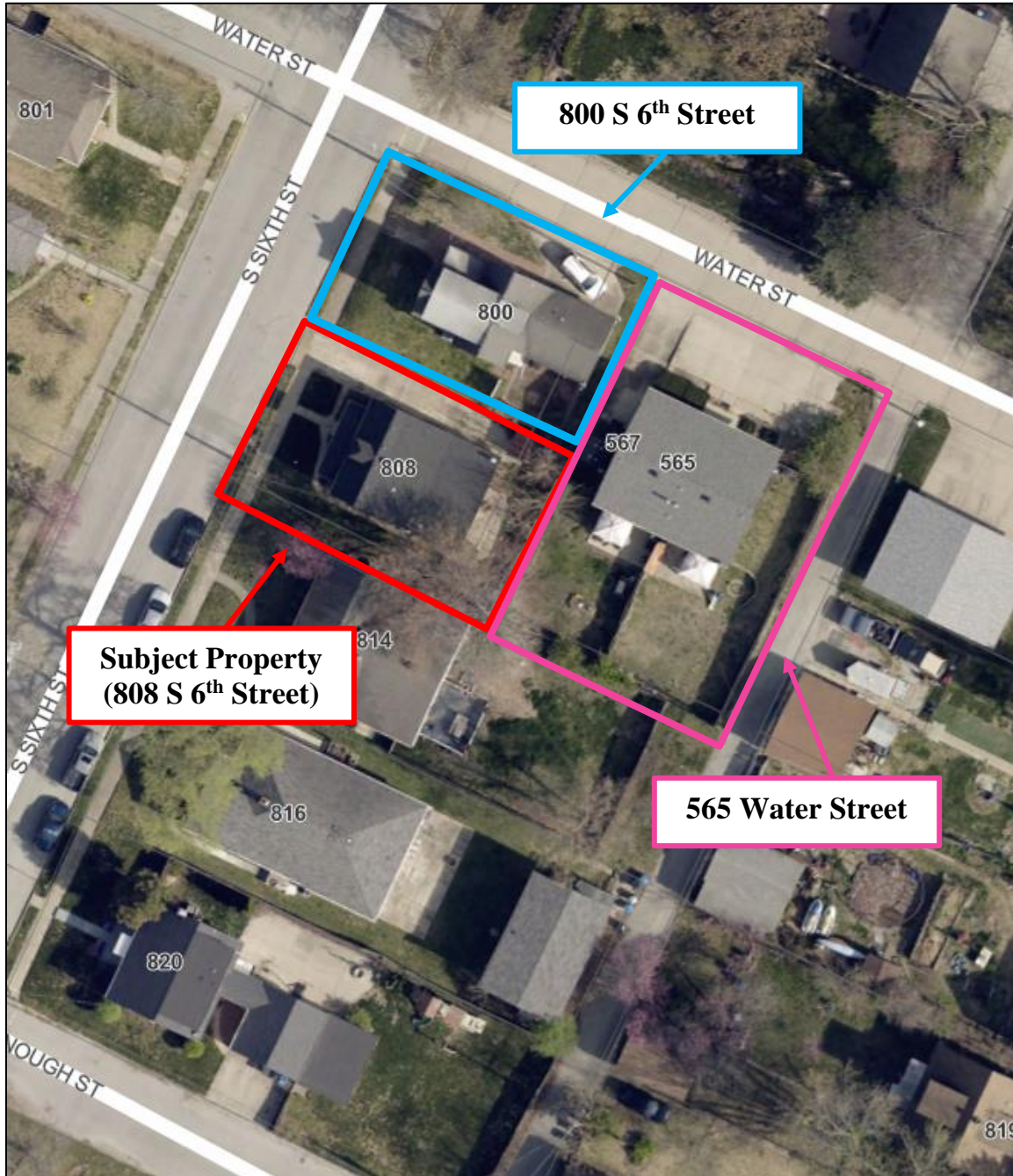


Figure 4: Aerial Photo of Subject Property and surrounding properties.

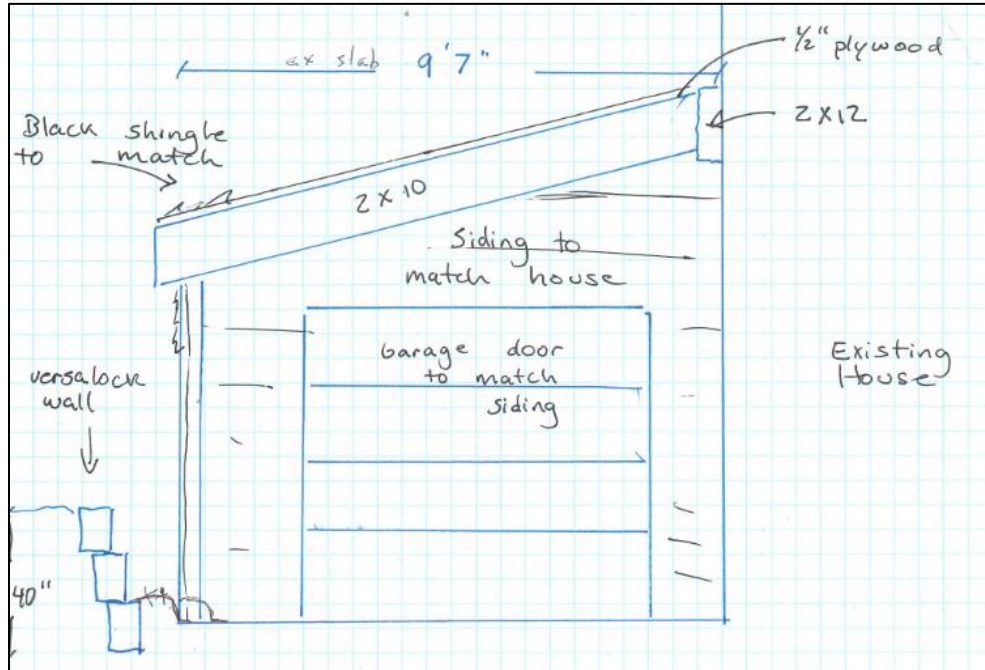


Figure 5: Proposed garage addition elevation.

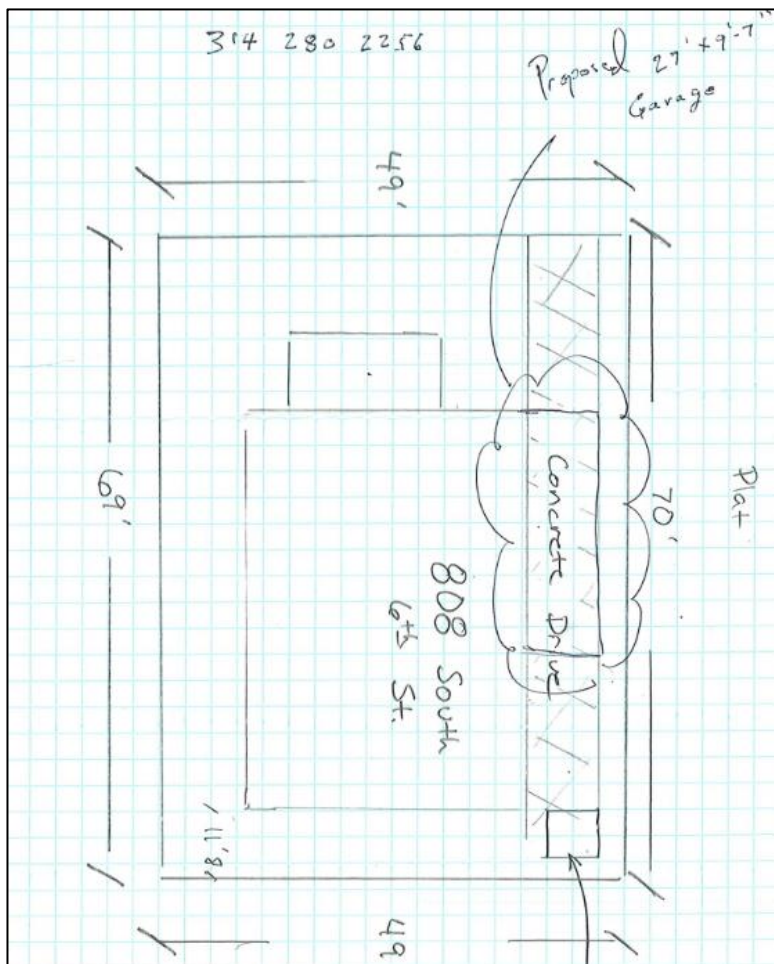


Figure 6: Site plan of proposed garage addition.

CASE # (assigned by Staff): \_\_\_\_\_



**DEPARTMENT OF COMMUNITY DEVELOPMENT**

200 North Second Street, Suite 303  
Saint Charles, MO 63301  
636-949-3227  
FAX 636-949-3557

**APPLICATION FOR FILING AN APPEAL TO THE BOARD OF ADJUSTMENT**

ADDRESS OF SUBJECT PROPERTY: 808 S. 6th St.

APPLICANT: Adam Friend JMCS  
(Name)

1950 Mcummeneier Dr Wentzville 63385  
(Address)

314 517 9070 AdamFriend16@yahoo.com  
(Phone & Email Address) *jimee @ century tel. net*

PROPERTY OWNER: Ryan Douglas Hopkins  
(Name)

808 S. 6th St.  
(Address)

ryansky net @ icloud . com 636 734  
(Phone & Email Address) *6159*

**REQUEST INFORMATION:**

**A LEGAL DESCRIPTION OF THE PROPERTY MUST BE ATTACHED (Digital Format Preferred)**

Existing Zoning & Use: R-1E

Proposal: \_\_\_\_\_

Ordinance or Section number from which the variance is being requested: \_\_\_\_\_

CASE # (assigned by Staff): \_\_\_\_\_



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street, Suite 303  
Saint Charles, MO 63301  
636-949-3227  
FAX 636-949-3557

### APPLICATION FOR FILING AN APPEAL TO THE BOARD OF ADJUSTMENT

ADDRESS OF SUBJECT PROPERTY: 808 S. 6th St.

APPLICANT: Adam Friend JMCS  
(Name)

1950 Mcummeneer Dr Wentzville 63385  
(Address)

314 517 9070 Adamfriend16@yahoo.com  
(Phone & Email Address) *j mee \$\$\$ @ century tel. net*

PROPERTY OWNER: Ryan Douglas Hopkins  
(Name)

808 S. 6th St.  
(Address)

ryansky.net @ icloud.com 636 734  
(Phone & Email Address) 6159

#### REQUEST INFORMATION:

A LEGAL DESCRIPTION OF THE PROPERTY MUST BE ATTACHED (Digital Format Preferred)

Existing Zoning & Use: R-1 E

Proposal: requested setback is 2.5'

The following are the criteria that the Board of Adjustment must consider when hearing an appeal to the zoning ordinance. Please address the following criteria in relation to your request:

1. Size of the Variance. The relationship of the requested variance to the requirements of the applicable zoning regulations, i.e. a five-foot variance is substantial if the required setback is seven feet, it is not as substantial if the required setback is 100 feet.

---

---

---

2. Effect on Government Services. The effect of the requested variance on population, density and available government facilities such as water, fire and police protection, and sanitary services.

---

---

---

3. Effect on the Neighbors or Neighborhood. The effect of the requested variance on adjoining properties or on the character of the neighborhood generally.

---

---

---

4. Alternatives to a variance. The existence of a feasible alternative to the applicant's proposal or other means of alleviating the hardship.

---

---

---

5. Justice. The granting of the variance is a just action. The cause of the difficulty - the hardship should be unique to the land rather than to the applicant and should be related to the topography, configuration of the lot, or other characteristics of the land. The applicant or economic conditions should not be the cause of the difficulty:

To construct a garage on a  
non conforming historic lot

---

**One (1) copy** of the following shall be submitted when filing for an appeal to the Board of Adjustment. Digital submittal of application preferred via [BOA@stcharlescitemo.gov](mailto:BOA@stcharlescitemo.gov). Directions for digital submittal are attached.

1. A complete application. Please answer every question as completely as possible. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
  
2. A complete site plan of the property and all structures located on the property. Including but not limited to:
  - a. The actual shape and dimension of the lot.
  - b. Any existing or proposed building, accessory building, and their locations upon the lot.
  - c. Any existing or proposed parking spaces, driveway entrances and exits, street, alleys, creeks, etc.
  - d. The existing and intended use of each building or part of a building.
  - e. Photos of existing structures.
  - f. Any other information with regard to the lot and neighboring lots as may be necessary.

\* Depending on the specifics of the case, the applicant (s) may be required to submit further information deemed necessary.
  
3. Signature by the legal owner or an attached affidavit by the legal owner authorizing the Board of Adjustment action.

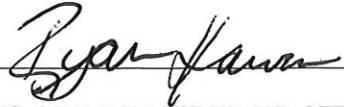
I (We), the undersigned, file this petition for a Board of Adjustment action and authorize the Department of Community Development to post the above described property with a notice describing the action applied for and the date of the public hearing on such action, I (We) also understand that property owners within three hundred (300) feet of the petitioned property will be notified by letter of the requested action by the Department of Community Development.

Applicants wishing to have a transcript of their hearing must contact the Department of Community Development and request the transcript within 20 days following the appeal. The applicant will be responsible for paying for the expense of the transcript. Transcripts will not be available beyond the 30 days following the date of the appeal.

The above statements and the statements contained in all of the attached exhibits transmitted herewith are true, to the best of my knowledge.

Signature of the applicant: 

Date: 6-11-25

Signature of the property owner: 

Date: 6-11-25

**NOTE: APPLICANTS ARE REQUIRED TO ATTEND THE PUBLIC HEARINGS.**

**Application Fees:**

**Commercial and New Construction Residential for 1<sup>st</sup> variance request: \$300.00**

**Existing duplex unit or existing single-family home: \$100.00**

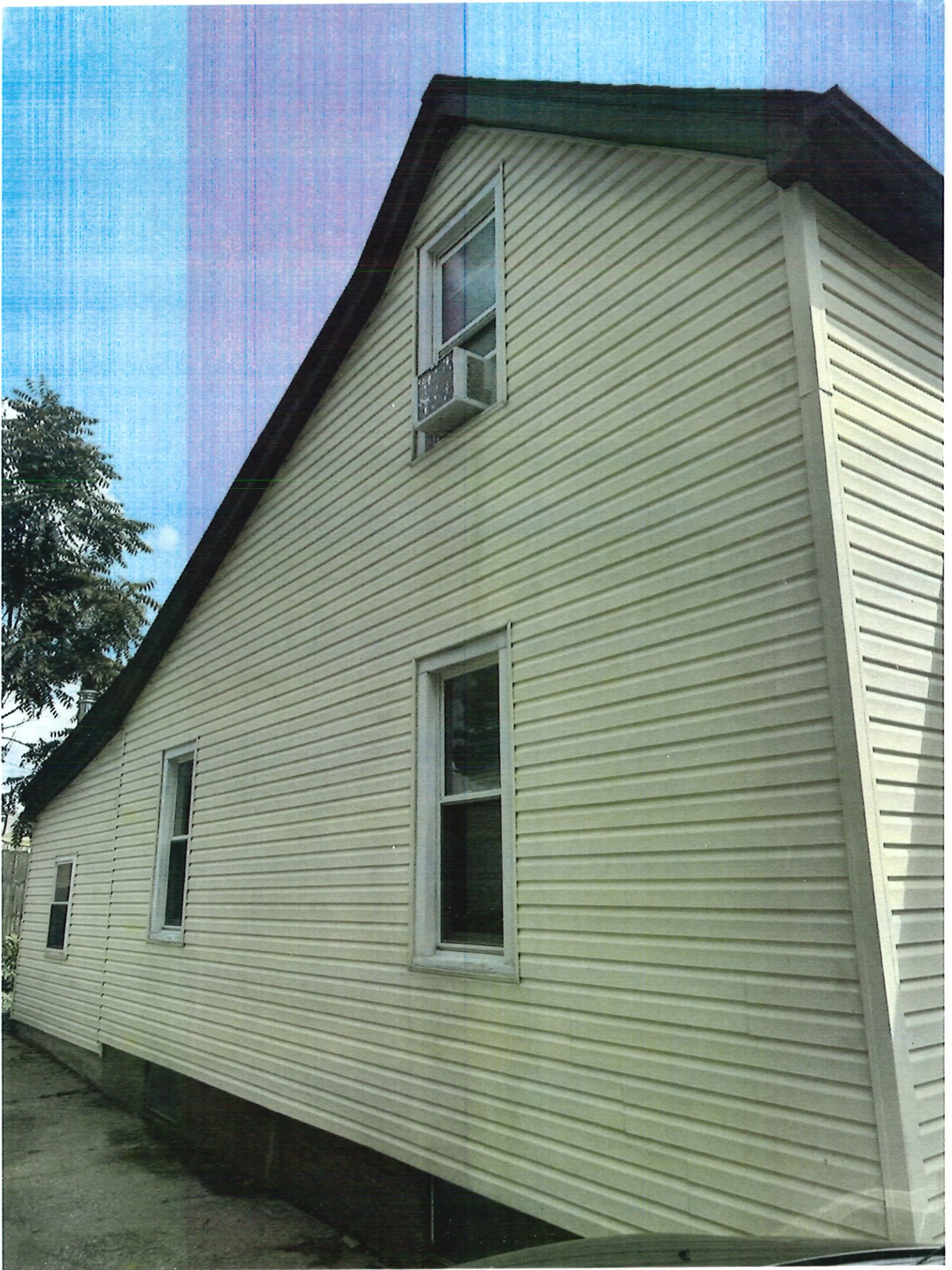
**Additional request on the same property: \$50.00**

**Decision Appeals: Same as applicable variance rate**

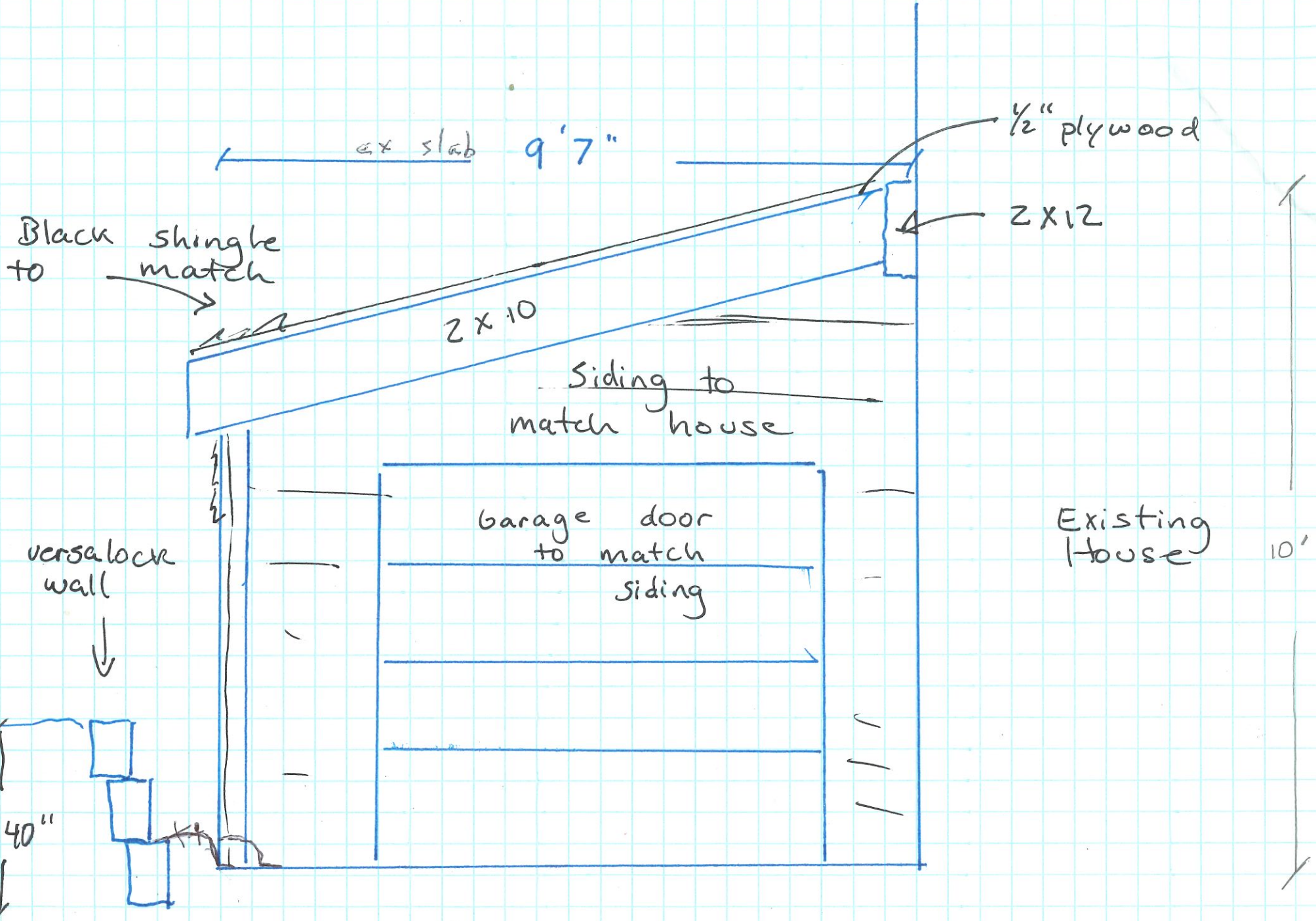




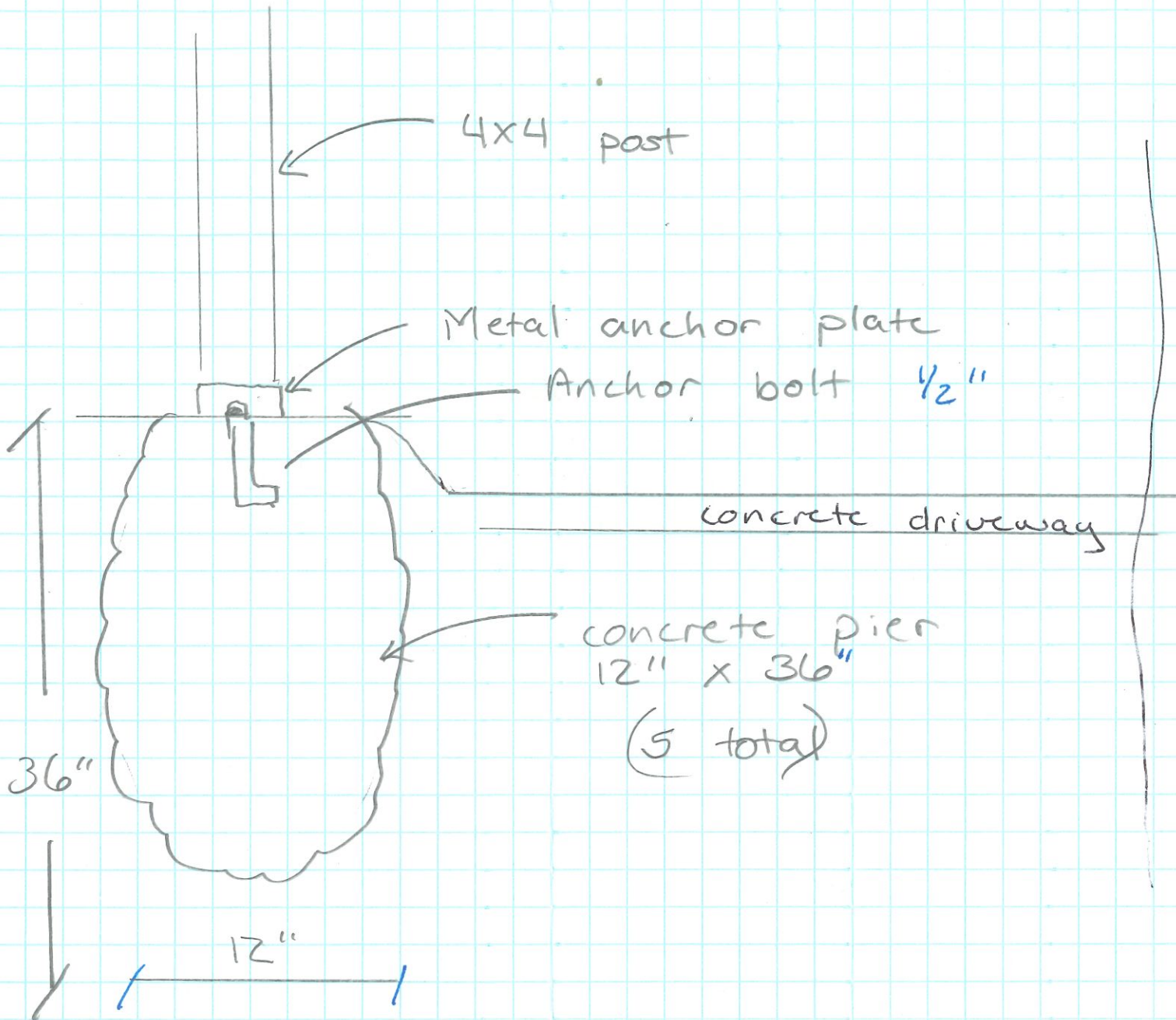




front view to addition



Detail A1



70'

49'

49'

Detail A

40"

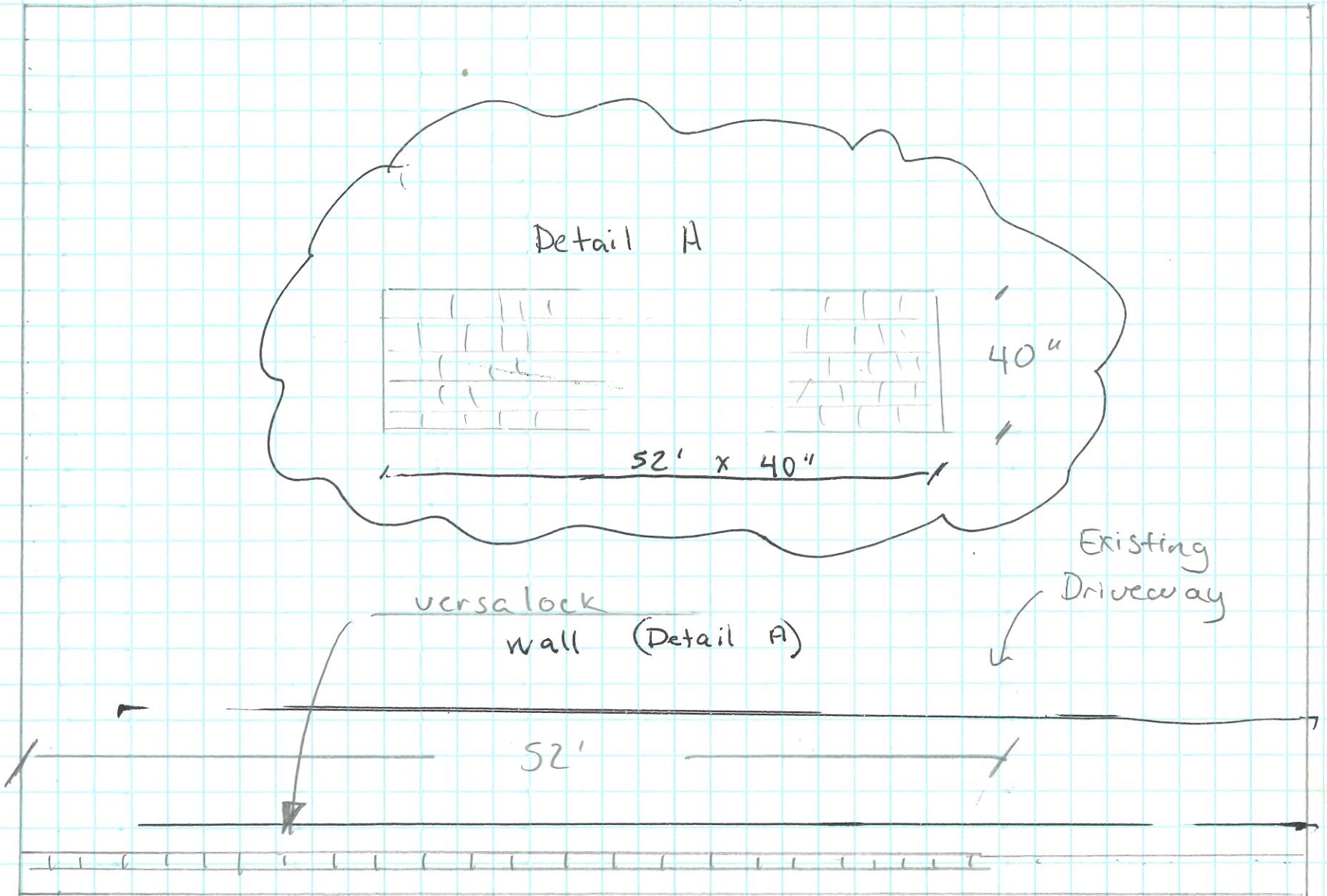
52' x 40"

versa lock  
wall (Detail A)

Existing  
Driveway

52'

69'






OmniPro Pittsb...




# Segmental Retaining Wall, the Standard...

[Visit >](#)

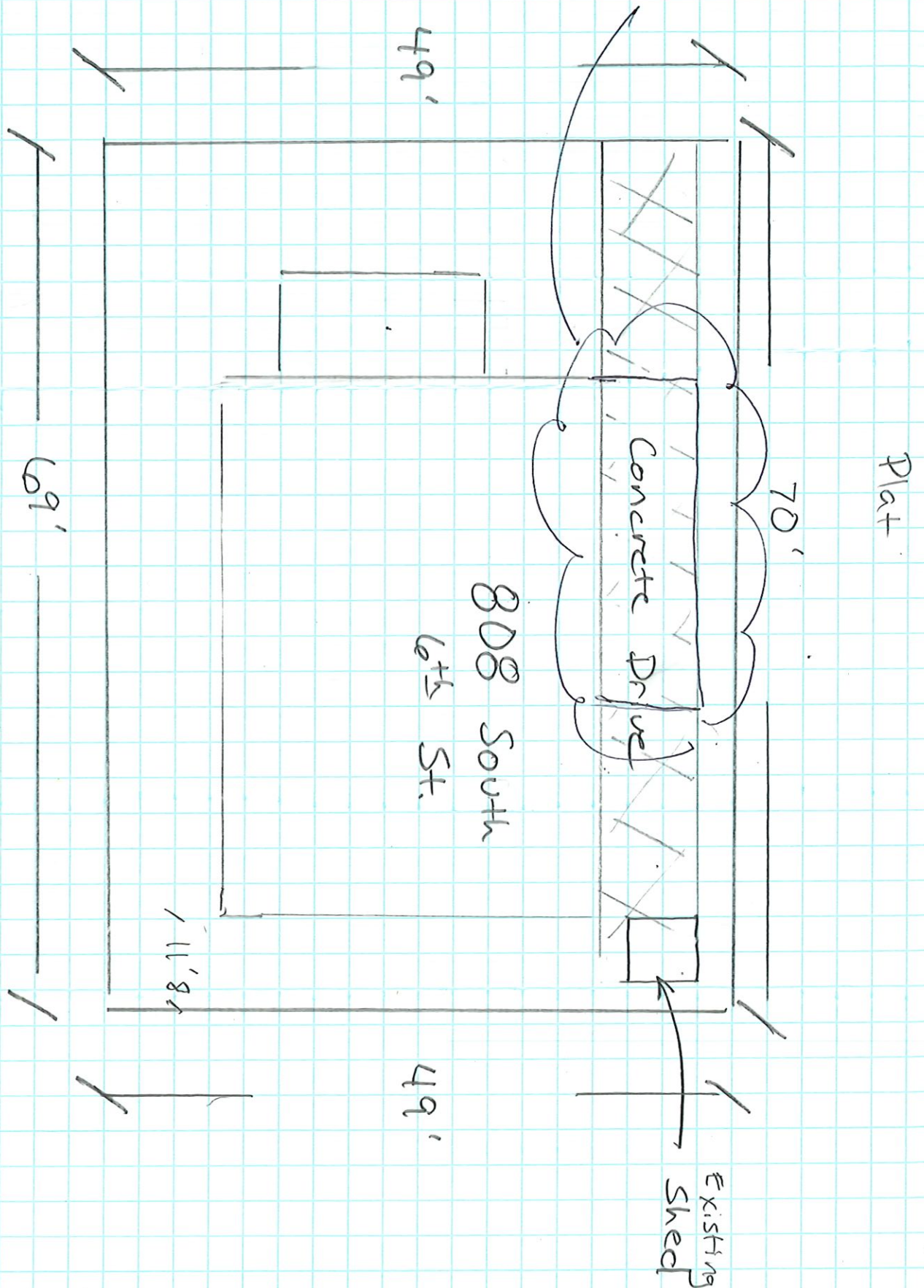
Images may be subject to copyright. [Learn More](#)

 [Share](#)

 [Save](#)

314 280 2256

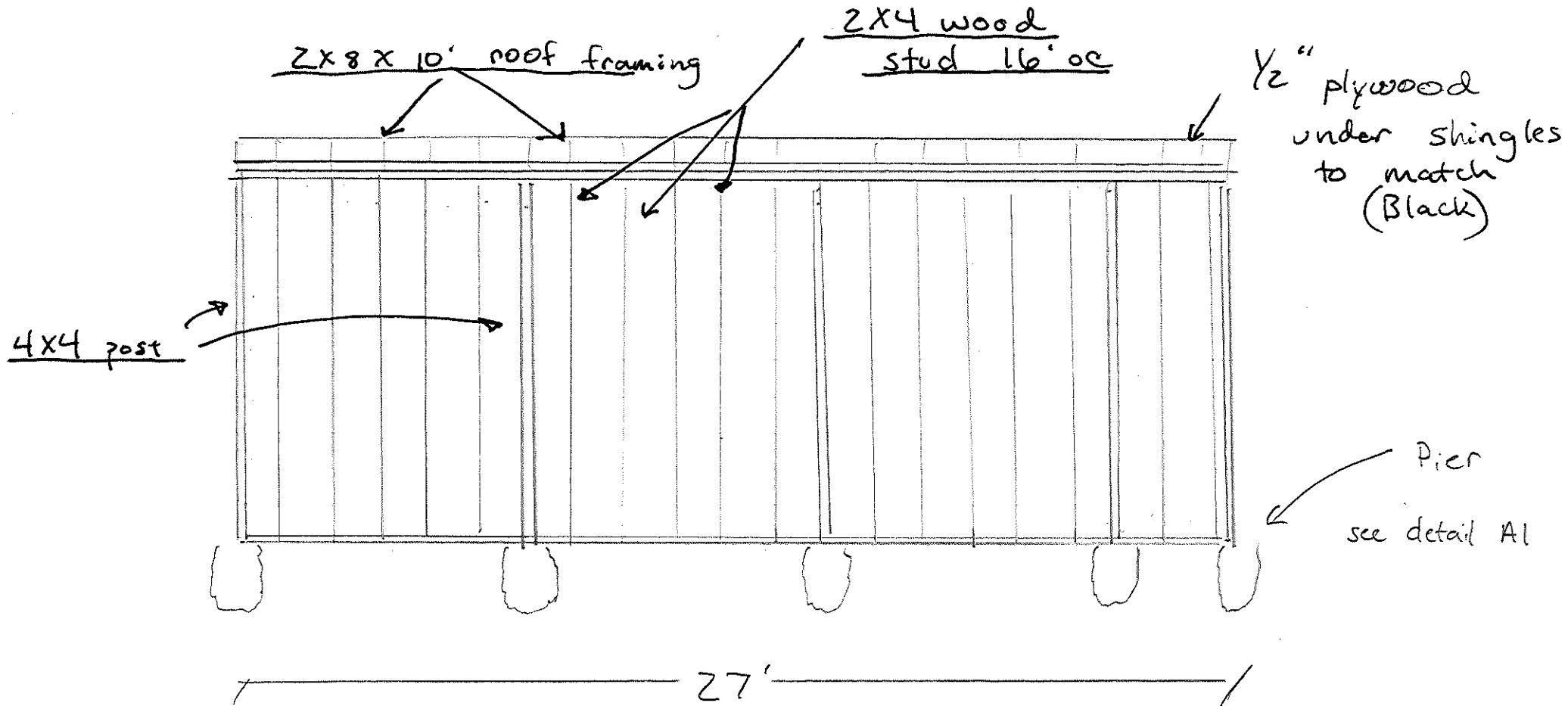
Proposed 27' + 9'-7"  
Garage



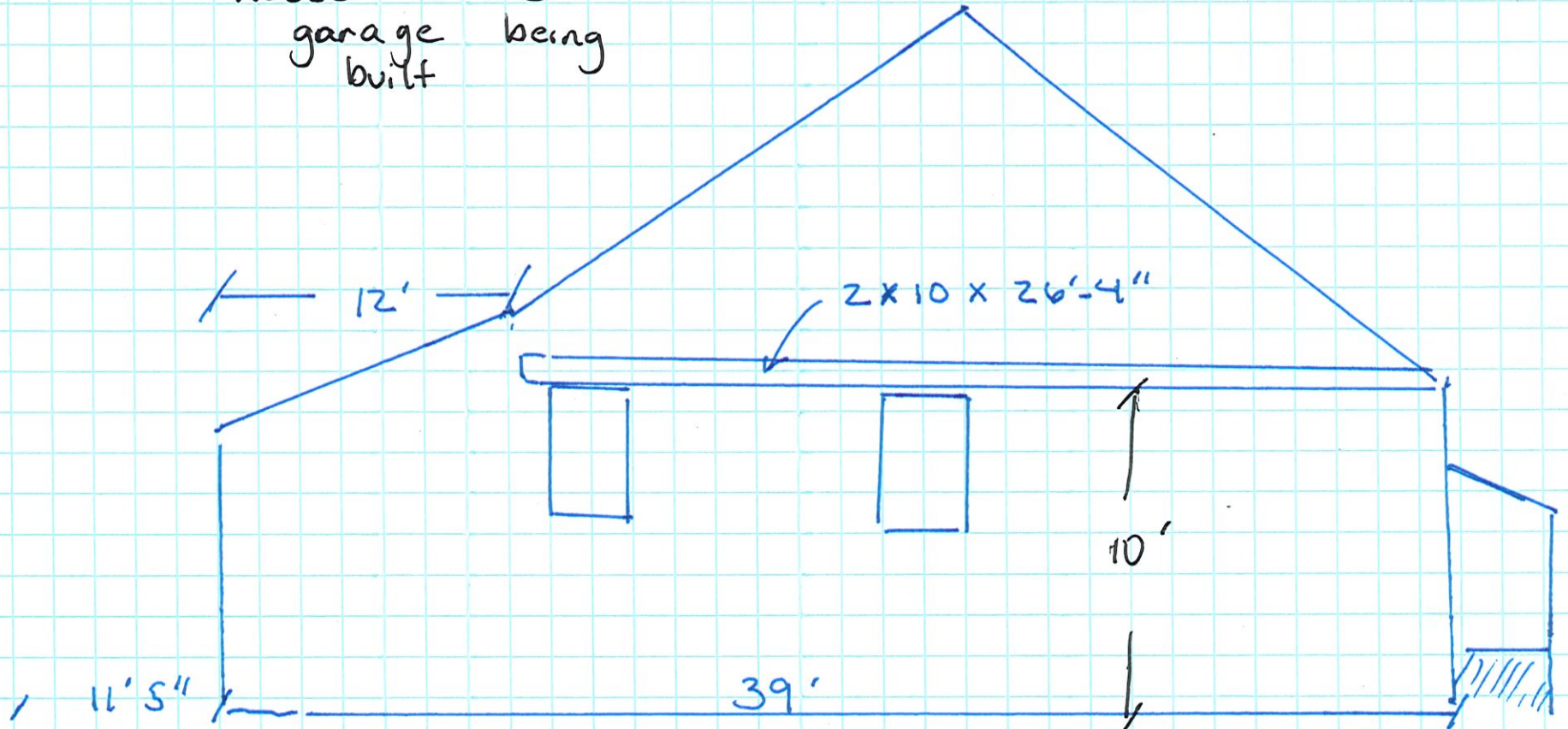
\* 2x4 wood frame wall  
with concrete pier

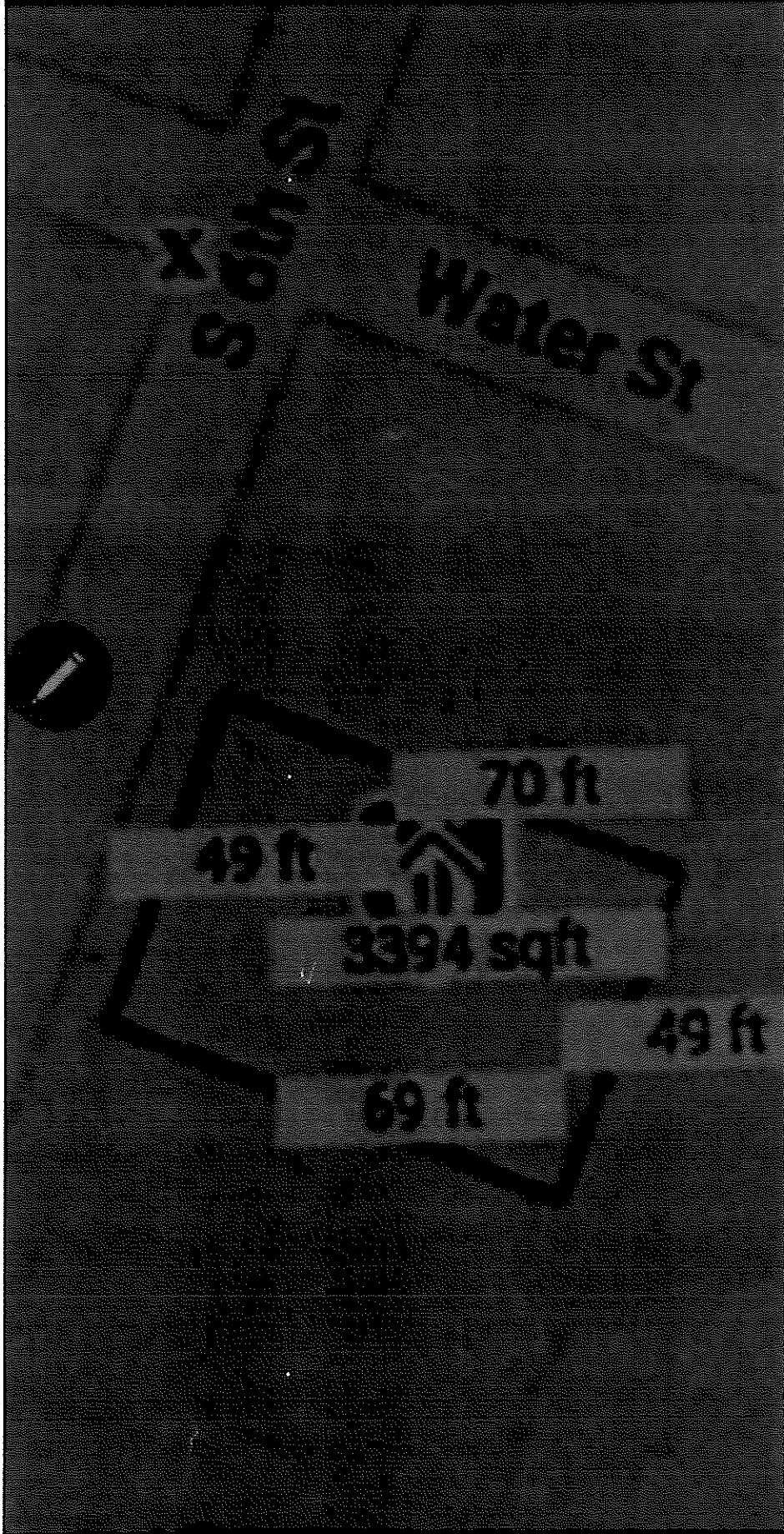
\* 2x8 roof framing

1/2" plywood sheathing under color match siding



Proposed side of  
house where  
garage being  
built





Plat



**BUILDING PERMIT APPLICATION**  
**COMMUNITY DEVELOPMENT**  
**CITY OF ST. CHARLES, MO**  
 Phone: 636-949-3222 Fax: 636-949-3557

Office Use Only  
 Routed To: \_\_\_\_\_  
 Submitted: Hard Copies or Digital

PERMIT #: \_\_\_\_\_  
 Same As: \_\_\_\_\_

**SUBMITTAL OPTIONS:**

**Digital:** Email one (1) complete set of application and drawings/plans to [Building@stcharlescitemo.gov](mailto:Building@stcharlescitemo.gov)  
 \* File Sizes larger than 20MB will need to be submitted via dropbox link (or similar)  
 \* Plans submitted digitally will be returned digitally when issued.

**Drop Off/Mail:** Submit required amount (see submittal requirements) of hard copies of drawing/plans to:  
 Community Development - 200 N 2<sup>nd</sup> St Ste. 303. St. Charles, MO 63301

*Scan  
 &  
 Email  
 here  
 &  
 me*

**SUBMITTAL REQUIREMENTS:**

**Commercial:** State Statutes require a Missouri engineer's or architect's seal on all commercial or multi-family plans.  
**Exterior Alterations** - Four (4) complete sets of plans and site plans w/landscape parking/lighting details. Two (2) sets of structural calcs.  
**Interior Alterations** - Three (3) complete sets of plans. Two (2) sets of structural calcs.  
**Residential:** Two (2) complete sets of plans with site plans, truss designs, and mech. drawings. Truss design must have an engineer's seal.

Property Owner Name & Phone #: Ryan Douglas Hopkins 636 734 6159  
 Project Address: 808 S. 6<sup>th</sup> St Lot # \_\_\_\_\_ Subdivision \_\_\_\_\_  
 Contact Person: Adam Friend Phone No. 314 517 9070  
 Email Address: adamfriend66@yahoo.com

Estimated cost of construction (\$) 25,000 Is any portion of this property located within the floodplain?  Yes  No  
 If "yes", have you submitted a Flood Elevation Certificate?  Yes  No

BUILDING DATA	TYPE OF WORK	TYPE OF STRUCTURE		
		Residential	Commercial	
Use group	<input checked="" type="checkbox"/> Addition	<input type="checkbox"/> Residential	<input type="checkbox"/> Amusement/recreation	<input type="checkbox"/> Miscellaneous
Construction type	<input type="checkbox"/> Demolition	<input type="checkbox"/> Basement Finish	<input type="checkbox"/> Assembly	<input type="checkbox"/> Office/professional
Area (Sq. Ft.) <u>265</u>	<input type="checkbox"/> Exterior Alteration	<input type="checkbox"/> Deck	<input type="checkbox"/> Bank	<input type="checkbox"/> Parking garage
Width <u>10'</u>	<input type="checkbox"/> Fire Damage Repair	<input checked="" type="checkbox"/> Garage/Carport	<input type="checkbox"/> Bar	<input type="checkbox"/> Restaurant
Depth <u>26'6"</u>	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Car wash	<input type="checkbox"/> Retail/commercial
Stories <u>1</u>	<input type="checkbox"/> Flood Damage Repair	<input type="checkbox"/> Pergola	<input type="checkbox"/> Church	<input type="checkbox"/> Service station
Basement <u>NO</u>	<input type="checkbox"/> Interior Alteration	<input type="checkbox"/> Pool (Above Ground)	<input type="checkbox"/> Hotel - # of rooms _____	<input type="checkbox"/> Shed
Garage <u>yes</u>	<input type="checkbox"/> Interior Finish	<input type="checkbox"/> Pool (In-Ground)	<input type="checkbox"/> Industrial	<input type="checkbox"/> Tower or antenna
	<input type="checkbox"/> New Construction	<input type="checkbox"/> Single-Family	<input type="checkbox"/> Institutional	<input type="checkbox"/> Warehouse
	<input type="checkbox"/> Repair/Replacement	<input type="checkbox"/> Shed		
Fire Sprinkler: Yes / <input checked="" type="checkbox"/> No	<input type="checkbox"/> Retaining Wall	DESCRIPTION OF WORK: <u>Add on garage</u>		
Fire Alarm: Yes / <input checked="" type="checkbox"/> No	<input type="checkbox"/> Solar Panels			

**LICENSED CONTRACTORS: (PLEASE PRINT)**

City ordinances require that the general contractor, electrician, plumber, and HVAC contractor be licensed and bonded with the City. Please list all applicable companies below. Permits can be reviewed, but not released, until all trades are added, licensed and verified.

	<u>Company Name</u>	<u>Address</u>	<u>Phone</u>
GC/BUILDER:	<u>JMCS</u>	<u>1950 Memmencier Dr</u>	<u>314 517 9070</u>
ARCH/ENG:	<u>None</u>		
ELECTRICIAN:	<u>None</u>		
PLUMBER:	<u>None</u>		
DRAINLAYER:	<u>None</u>		
HVAC:	<u>None</u>		

I certify that I am the owner in fee or agent authorized to apply for this permit, that I have contracted with the electrical, plumbing, HVAC, and general contractors regarding performing the work, and the cost estimates herein are true and correct, to the best of my knowledge.

Date Received Stamp

SIGNATURE OF APPLICANT \_\_\_\_\_

*[Handwritten Signature]*