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BOARD OF ADJUSTMENT AGENDA  
October 6, 2025

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BOARD OF ADJUSTMENT:

Richard Alferman, Chair	Don Garrison Jr., Alternate
Latonya Grotegeers, Vice-Chair	Brian Andrzejewski, Alternate
Maureen Rogers-Bouxsein, Secretary	Bob Kneemiller, Alternate
Marita Malone	
Keith Whittemore	

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, October 6, 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

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).  
***This application has been withdrawn by the applicant.***
2. Case No. BOA-2025-09. Address: 546 Madison Street (Tim McNamee). A request to increase the maximum square footage of a residential accessory structure from 1,119 square feet to 1,470 square feet as regulated in Section 400.530(A)(7). The property is zoned CBD/EHP Central Business District within the Extended Historic Preservation District (Ward 2).

3. Case No. BOA-2025-10. Address: 225 N. Kingshighway Street (Gween Keen – Quik Trip Corporation). A request to increase the minimum height of two (2) freestanding monument signs from eight (8) feet to ten point seven five (10.75) feet as regulated in Section 400.1470(A)(1) of the City of St. Charles Code of Ordinances. The property is zoned C-2/EHPD General Business District within the Extended Historic Preservation District (Ward 9).

Approve the 2026 Meeting Schedule

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 10/01/2025 @ 11:40 am by MPB**



## *Memorandum*

**To:** Board of Adjustment

**From:** Madelyn P. Brown, Planner

**Meeting Date:** October 6, 2025

**Subject:** BOA-2025-08: Withdrawn

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The above application has been **WITHDRAWN** by the applicant. No further action is needed.



**AGENDA ITEM #2**

**STAFF REPORT  
BOARD OF ADJUSTMENT  
CASE NO. BOA-2025-09  
546 MADISON STREET**

**OCTOBER 6, 2025  
BY LARA BERRY**

**GENERAL INFORMATION**

***Applicant:*** Tim McNamee  
546 Madison Street  
St. Charles, Missouri 63301

***Owner:*** Lucie McNamee  
546 Madison Street  
St. Charles, Missouri 63301

***Location:*** 546 Madison Street  
Ward 2

***Lot Size:*** 7,020 square-feet

***Request:*** A request to increase the maximum square-footage of a residential accessory structure from 1,119 square-feet to 1,470 square-feet as regulated in Section 400.530(A)(7) of the City of St. Charles Code of Ordinances.

***Zoning:*** CBD/EHP Central Business District within the Extended Historic Preservation District

***Adjacent Zoning  
& Land Use:***

<u>Direction</u>	<u>Zoning</u>	<u>Land Use</u>
North	CBD/EHP	Single-Family Residential Dwelling
South	CBD/EHP/FSC-HD	Commercial (Animal Service Establishment & Car Wash)
East	CBD/EHP	Single-Family Residential Dwelling
West	CBD/EHP	Single-Family Residential Dwelling

**REQUEST**

The subject property is a 7,020 square-foot lot zoned CBD/EHP (Central Business District within the Extended Historic Preservation District). It is located on the north side of Madison Street, west of South 5th Street. The applicant is requesting an increase of 351 square-feet to the maximum permitted size of an accessory structure to allow construction of a detached multi-car garage.

Although this zoning district permits both commercial and residential uses, accessory structures associated with residential use must comply with Section 400.530(A), which provides that the

maximum size of an accessory structure shall not equal or exceed the base area of the principal building (in this case, the single-family dwelling).

### **BACKGROUND**

Prior to October 2018, the City's design standard for residential accessory structures limited their size to one-half of the ground floor area of the principal building. Because numerous variance requests were submitted to the Board of Adjustment regarding this restriction, staff initiated a Text Amendment for consideration by the Planning and Zoning Commission and City Council, which revised the standard to the current maximum size limitation, ensuring accessory structures remain subordinate to the principal building. This amendment was adopted as Ordinance 18-231 on October 16, 2018. Since that time, requests to exceed this standard have been rare, with only one known exception.

### **ANALYSIS**

#### ***Applicable Regulations:***

The applicant is requesting a variance from the City's Zoning ordinance, as follows:

*§400.530(A)(7) Residential Accessory buildings, where permitted, shall be subject to the following regulations. Maximum size shall not be equal to or greater than the base area of the principal building.*

#### ***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 increase the size of the accessory structure from 1,119 square-feet to 1,470 square-feet is approximately a 31.37% increase. This request would be considered substantial because it is greater 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.

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

The applicant has noted that the neighboring property includes a comparably sized accessory structure (28 ft. x 39 ft.); however, County Assessor records show that the adjacent one-story accessory structure is smaller than its principal dwelling by approximately 300 square feet. By contrast, the proposed two-story structure (35 ft. x 42 ft.) on the subject property would exceed the size of the neighbor's structure by 378 square feet, in addition to providing significant second-floor storage space.



***Figure 1: Adjacent accessory structure (550 Madison Street).***

Both City staff and a neighboring property owner have expressed concerns regarding the proposed size and potential use of the accessory structure. While the applicant has stated that the intended use is personal, the property's location within a district permitting both residential and commercial uses raises questions about possible future use.

The proposed building plan depicts a four-car garage. Based on typical parking dimensions (9 ft. x 17.5 ft. per space or 10 ft. x 20 ft. per single-car garage), the structure is unusually large for residential purposes—nearly the equivalent of an eight-car garage with a full loft

area. In scale and appearance, the building could resemble a small commercial structure rather than a typical residential outbuilding.

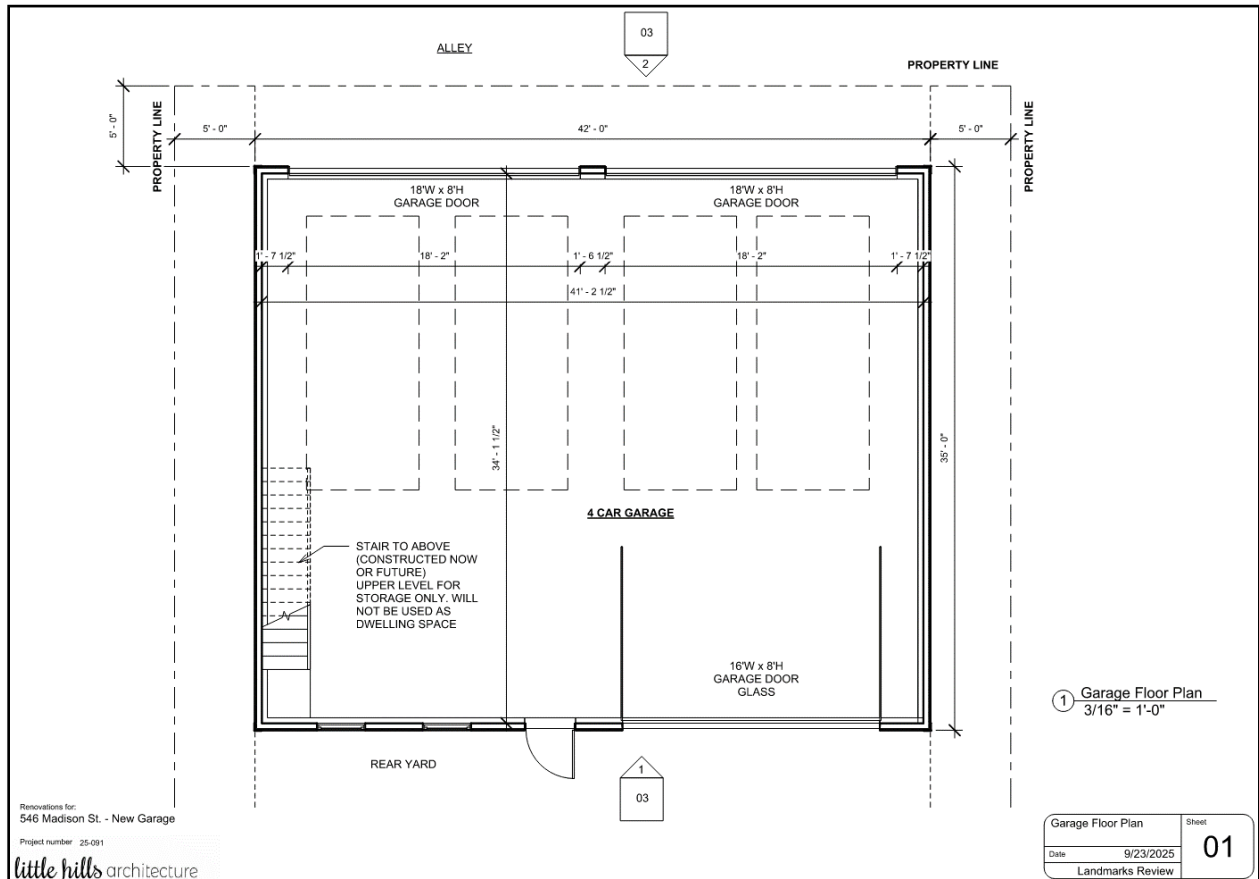


Figure 2: Proposed floor plan of subject accessory structure.

Although the block between South 5th Street and South 6th Street contains a mix of residential and commercial uses, the properties immediately adjoining the subject site are primarily residential, according to County Assessor records (Figure 3, Page 5). Commercial uses are concentrated along South 5th Street and First Capitol Drive, with residential uses predominating further from those corridors. In this context, the size and visibility of the proposed structure, particularly from the alley and nearby properties, could diminish compatibility with surrounding properties and alter the residential character of the block.

The City's accessory structure standards are intended to ensure that these buildings remain subordinate to the principal building. Granting a variance of this magnitude would undermine that intent, further impacting neighborhood character.

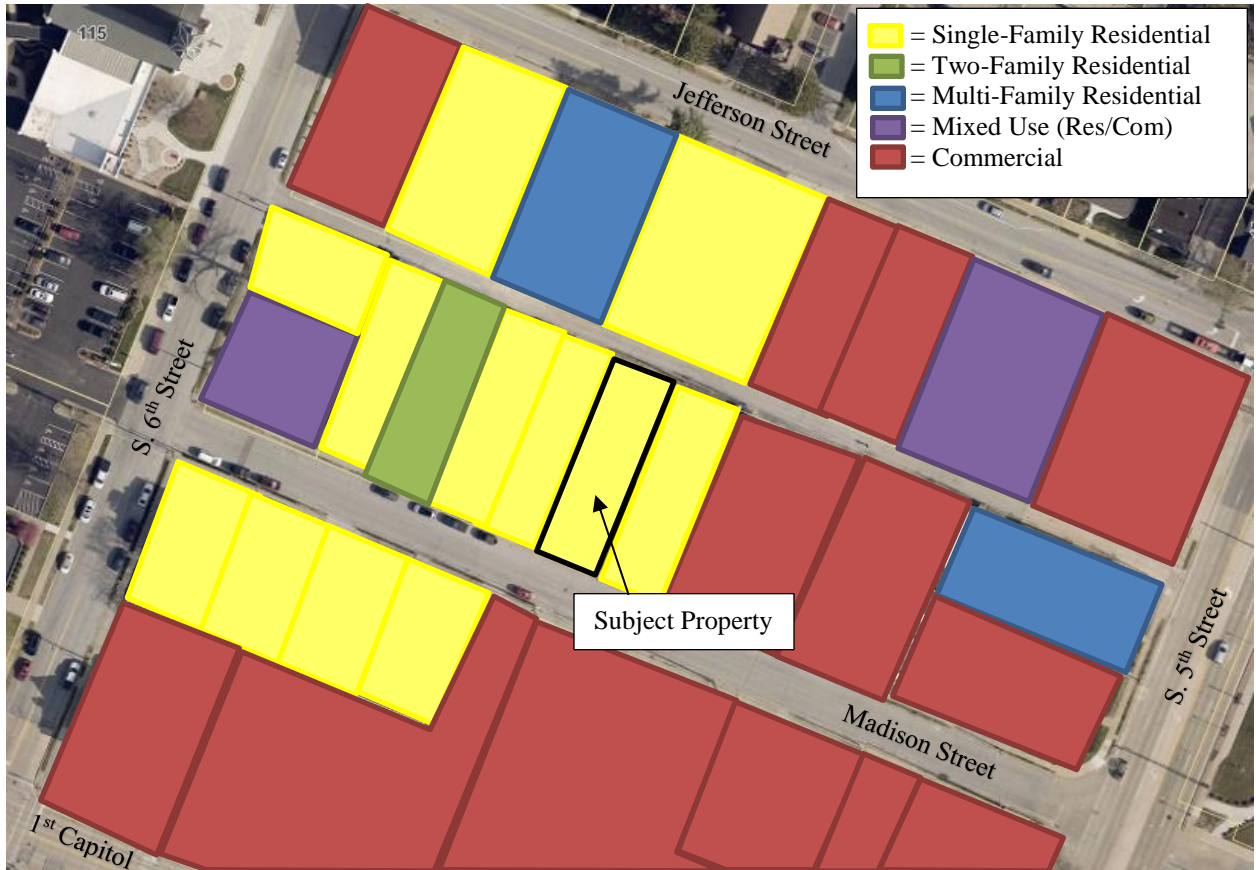


Figure 3: Existing land use map.

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

According to the applicant’s statement (attached), the alternative to the requested variance would be to construct a smaller accessory structure. Staff concurs that this is both a feasible and reasonable option, as it would comply with the current design standards. Another feasible alternative would be to construct the additional space as an attachment to the principal building. Within the CBD Central Business District, design standards are limited; however, any addition would remain subject to the maximum lot coverage of 80% and the maximum building height of forty-five (45) feet.

The existence of these alternatives further emphasizes that no hardship exists that would warrant granting a variance.

**(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.**

Granting a variance should be a just action, reflecting unique circumstances related to the property rather than the personal circumstances of the applicant. In this case, the applicant contends (see attached statement) that the size of the proposed garage will have no detrimental effect on the property or adjacent properties and that it will comply with all other district requirements, including setbacks, height, and lot coverage.

While the applicant's proposed compliance with these standards is noted, staff finds that the requested variance does not meet the standard of justice. The subject property, at 7,020 square-feet, is only slightly more than the minimum lot size for a residential lot (7,000 square-feet) and slightly less than the minimum lot size required in a C-1 Neighborhood Business District (7,500 square-feet). The lot has no unusual topography, configuration, or other characteristics that would prevent compliance with the City's accessory structure standards. The applicant's desire for a larger structure is based on personal preference rather than a hardship imposed by the land itself.

As noted in the Background section, since the adoption of Ordinance 18-231, requests to exceed the maximum size standard for accessory structures have been rare, with only one known instance of approval. That approval was justified due to the property's unique characteristics: it was 3.75 acres in size, included varying grades, and the structure would have very limited visibility from the public right-of-way. In contrast, the subject property is significantly smaller, relatively flat, and located within a block where the proposed structure would be highly visible to neighboring properties and the public via the alley.

For these reasons, granting the requested variance would not constitute a just action. The applicant's conditions are not attributable to unique land characteristics. Approval could undermine the intent of the ordinance by allowing a structure that is disproportionate to the principal building and inconsistent with the surrounding neighborhood.

**STAFF RECOMMENDATION**

After review of the pertinent information, staff finds that the request does not meet the criteria for a variance and therefore recommends that the request to increase the maximum square-footage of a residential accessory structure from 1,119 square-feet to 1,470 square-feet be **DENIED**.



Figure 4: Aerial of the subject site and surrounding properties.

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.

Per the ordinance, maximum size of a residential accessory structure must be less than the base area of the principal building. For this property, the size of the principal building is 1,120 sf. The proposed size of the garage is 1,470 sf. Requesting an increase of 350 sf.

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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.

None.

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

The location of the property is in the CBD. The immediate and surrounding block are a mix of residential and commercial properties. The proposed garage will be located in the rear yard with access from the alley. The adjacent properties to the north across the alley are commercial or have been commercial at one time and have parking lots as their rear yards. Neighboring property to the west has a garage of similar size (40'x28') also located along the alley. The proposed structure will not be visible from Madison Street and will not effect the character of the the street scape itself.

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

A smaller garage could be built.

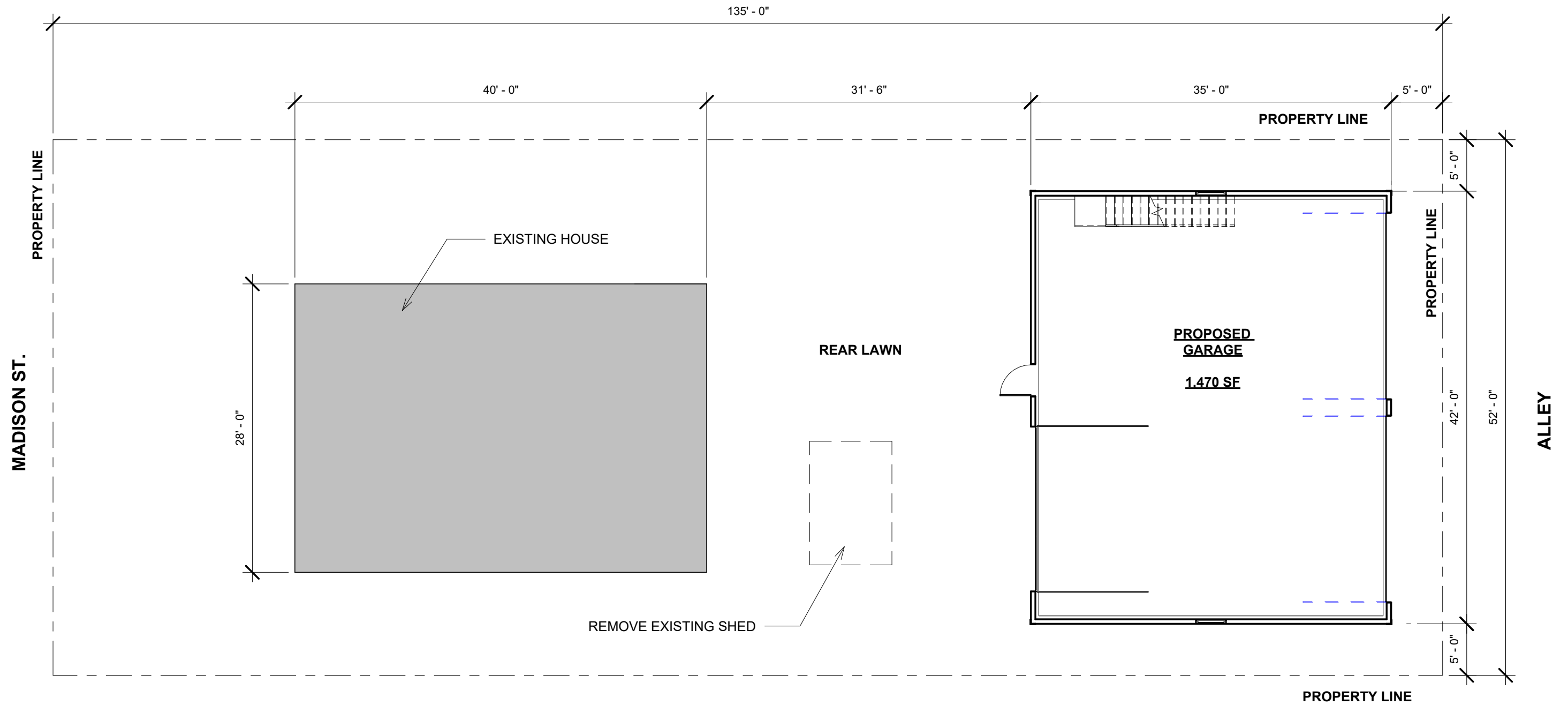
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5. Justice. The granting of the variance is a just action. The cause of the difficulty - the hardship should be unique to the land rather than to the applicant and should be related to the topography, configuration of the lot, or other characteristics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

The size of the garage will have no detrimental effects on the property or the adjacent properties. It will conform to all of the additional requirement of ordinance 400.050 for rear and side yard set backs, distance from the primary structure, maximum height, and adhere to the maximum lot coverage requirements for the district.

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① Site Plan  
1" = 10'-0"

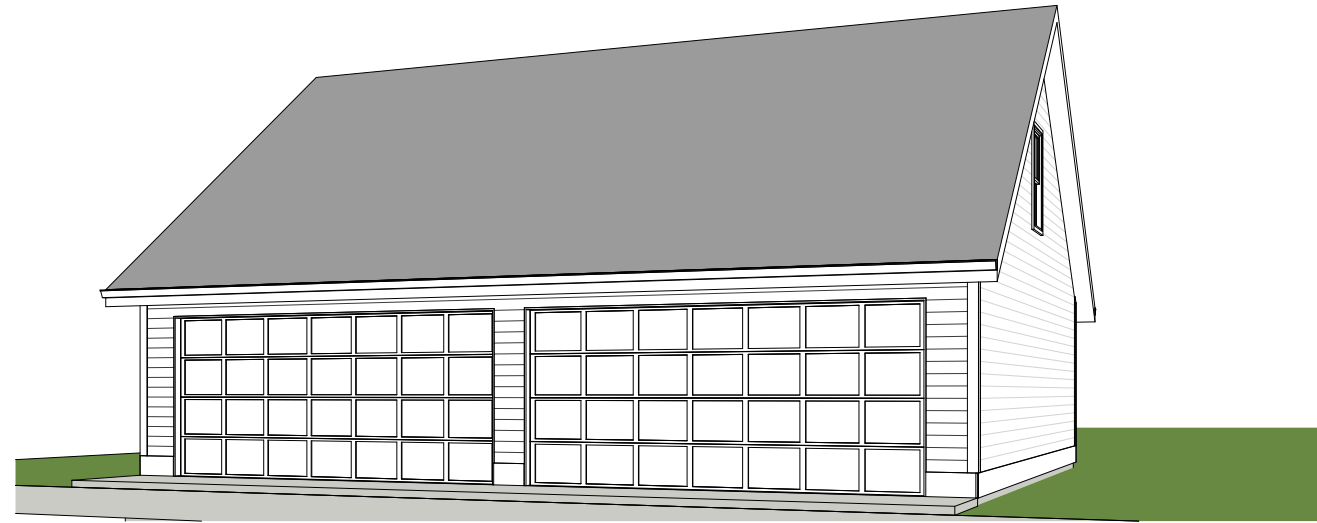
ZONING INFO - RESIDENTIAL ACCESSORY STRUCTURE:  
 ZONING CBD  
 MIN. SETBACK FROM REAR & SIDE YARDS = 5'  
 MIN. SETBACK FROM PRIMARY STRUCTURE = 10'  
 MAX. SIZE = LESS THAN BASE AREA OF PRINCIPAL BUILDING  
 PERMITTED = 1,120 SF; PROPOSED 1,470 SF

Renovations for:  
546 Madison St. - New Garage

Project number 25-091

little hills architecture

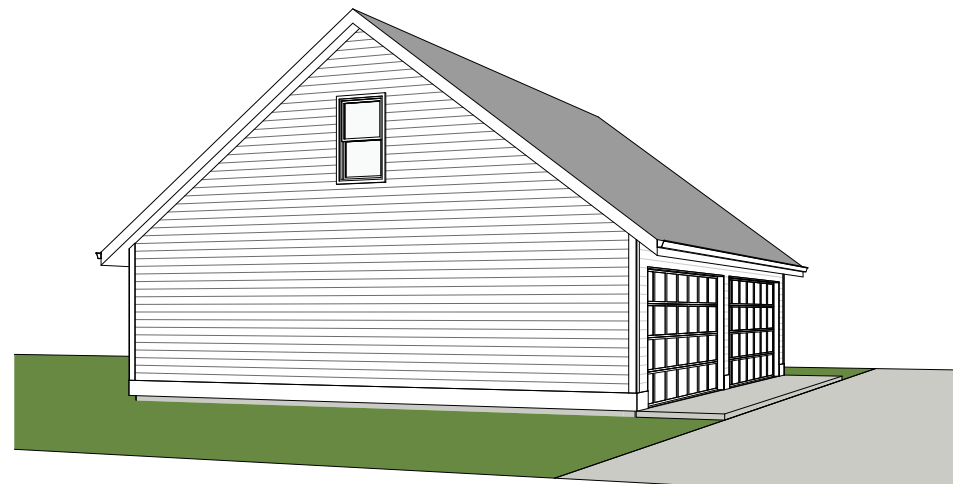
Site Plan	Sheet	00
Date	9/6/2025	
BOA Review		



① Alley 3D View



② Back Lawn 3D View



③ 3D View - Side

Renovations for:  
546 Madison St. - New Garage

Project number 25-091

*little hills* architecture

Garage 3D Views	Sheet	01
Date	9/6/2025	
Design Review V2		



306 PTP

BRANAGER



306 PTP

GRAINGER



**AGENDA ITEM #3**

**STAFF REPORT**

**BOA-2025-10**

**225 N KINGSHIGHWAY STREET**

**OCTOBER 6, 2025**

**BY MADELYN P. BROWN**

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**GENERAL INFORMATION**

***Applicant/Owner:*** Gween Keen  
Quik Trip Corporation  
13500 Riverport Drive  
Maryland Heights, Missouri 63043

***Location:*** 225 N Kingshighway St  
Ward 9

***Request:*** A request to increase the minimum height of two (2) freestanding monument signs from eight (8) feet to fourteen (14) feet as regulated in Section 400.1470(A)(1) of the City of St. Charles Code of Ordinances.

***Zoning:*** C-2/EHPD General Business District within the Extended Historic Preservation District

***Adjacent Zoning & Land Use:***

<u>Direction</u>	<u>Zoning</u>	<u>Land Use</u>
North	R-1E/EHPD	Residential
South	C-2/EHPD	Commercial
East	C-2/EHPD	Commercial
West	C-2/EHPD	Commercial

**REQUEST**

The subject property is located at 225 N Kingshighway Street. The property is approximately 1.04 acres and is zoned C-2/EHPD General Business District within the Extended Historic Preservation District and is the current location of a QT Gas Station. The applicant is seeking a variance to increase the minimum height of two (2) freestanding monument signs from eight (8) feet to fourteen (14) feet, specifically for the gas price signage along the N Kingshighway and Elm Street frontages.

**BACKGROUND**

***225 N Kingshighway Background:***

At the January 22, 2024 Landmark meeting, the subject property received site plan approval for substantial redevelopment of the site. The approved improvements include the construction of a

new building and fuel canopies, the incorporation of an adjacent lot to the south west, and reconfiguration of onsite parking. While specific signage was not a part of the site plan approval, the subject variance request and proposed sign design is associated with the approved site improvements.

***City of St. Charles Sign Code Background:***

On July 1, 2025, the City of St. Charles adopted an ordinance implementing a new sign code under Chapter 400. The sign code update accomplished a comprehensive re-write of the City’s Sign Regulations, which allows additional flexibility and allowances for signage. One of the primary goals of the new standards is to reduce the number of variance requests concerning signage. Included in this update is the permitting of larger commercial/industrial ground monument signs, with an increase from a maximum size of 24 square feet to 50 square feet. The final adoption of the code involved review and input from City staff, sign consultants, Key City Stakeholders, the Planning and Zoning Commission, and City Council.

***Existing Non-Conforming Signage:***

The existing monument signage at 225 N Kingshighway is non-conforming. This request seeks to replace the existing signs with signage that is nearly identical in size and design. One sign will remain in its current location, while the other is proposed to be relocated.

The 2025 sign update specifically states and emphasizes that non-conforming signage cannot be substantially altered or replaced. The non-conforming sign section states, “Any sign that lawfully exists at the time of enactment of this Article may remain until the sign is substantially altered or changed or until another sign is proposed as a replacement for the existing sign.” Because the signage is being replaced, a variance is required to install signs with similar dimensions.

**ANALYSIS**

***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 increase the minimum height of two (2) freestanding monument signs from eight (8) feet to fourteen (14) feet is an approximate 43% increase. This request would be considered **substantial** because it is greater 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.

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

Overall, the approval of the variances should **not** have a negative impact on the adjacent properties. However, approval of this variance request may set a precedent for nearby properties to make similar variance requests for increased signage. As a result, this request has the potential to alter the character of the Extended Historic District.

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

An alternative to the increased signage height would be to install monument signs which are compliant with code. According to the applicant's statement (attached), the space is not available to install horizontal monument signs on the site. Upon review of the approved site plan, Staff has determined that the proposed location of the signage provides adequate space for a horizontal sign as opposed to the proposed vertical configuration.

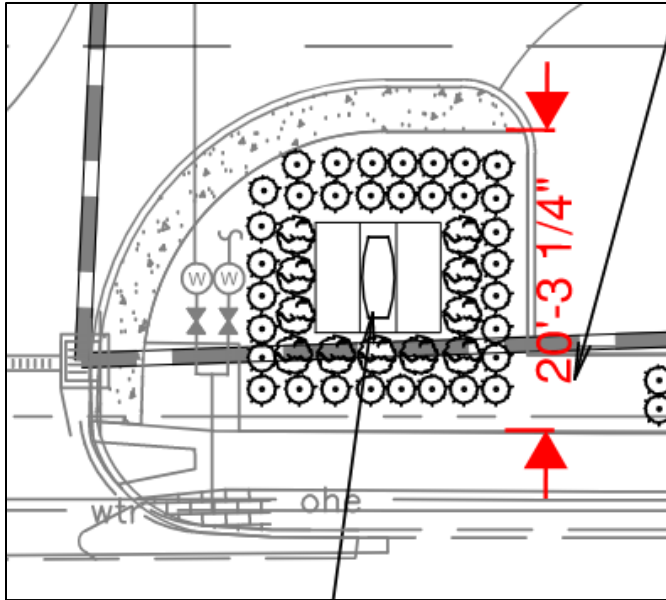


Figure 1: Proposed sign location (N Kingshighway).

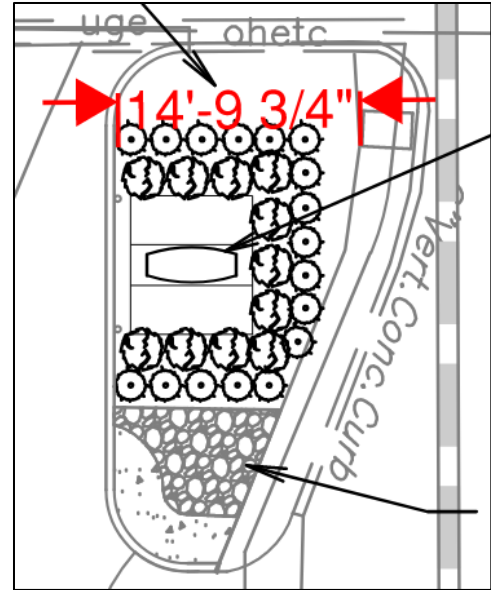


Figure 2: Proposed sign location (Elm Street).

A monument sign replacement for the QuikTrip at 1640 S 5th Street was recently approved. The approved sign, located at the corner of S 5th Street and Camelback Road, measures 5 feet 10 inches in height. This sign serves as a compliant and feasible alternative to the requested variance.

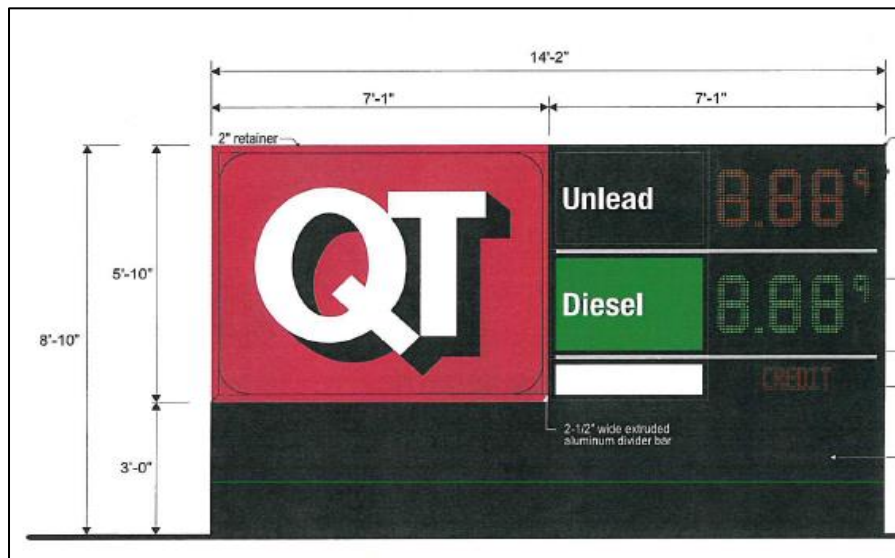


Figure 3: Approved sign at 1640 S 5<sup>th</sup> Street.

Additionally, the proposed signage features a large QuikTrip logo at the top of the vertical structure. This logo, along with the QT Kitchens logo, adds an additional 6 feet 7.5 inches to the overall height. The total sign height includes a 3 foot base, which contributes to the overall vertical measurement. While the inclusion of these logos appear to be standard for QuikTrip gas price signage, the submitted renderings of the new building display wall signage on the main structure (up to 174 square feet), and incidental signage on the gas

canopy and pumps. The added branding on the monument signs is in excess of the additional signage already proposed and permitted by code.

Based on these factors, Staff has identified the following alternatives:

1. A redesign of the proposed signage to expand horizontally rather than vertically.
2. A reduction in the size of the logos and base to decrease the vertical height.

**(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 discussed within the background section (above) the sign code has recently undergone an update to address unnecessary restrictions which result in an influx of variance requests through the Board of Adjustment. While the overall area of monument signage was increased through the text amendment, the vertical height remained unchanged. This consistency in allowed height demonstrates that the review from the involved parties did not identify a need for amendment. The intent of restricting the vertical height is to preserve the character and scale of monument signs, ensuring this sign type is differentiated from pole signs, which are only permitted along specific highway frontages.

The justice of granting a variance should be based on a practical difficulty or hardship related to the property. The applicant's statement references the rebuilding of the site, which requires updated signage. As identified by the applicant, the proposed signs closely resemble the existing non-conforming monument signs in height. However, the purpose of non-conformities is not to serve as a precedent, but to be eliminated over time and made compliant with code.

Additionally, as noted by the applicant, the proposed signage is associated with the lot renovations. While these improvements enhance site functionality, any hardships arising from the new signage are self-imposed by the applicant. The challenges cited result from the applicant's design choices rather than unique site constraints, and the existing code could accommodate compliant signage that meets visibility needs without exceeding the permitted height.

The applicant has not provided a practical difficulty or hardship (as defined in the criteria for granting a variance) which provides reasoning for the approval of this request. Based on analysis of this request, in regards to the property's location along the streetscape and code requirements, staff has determined that there is adequate space for compliant signage would provide adequate visibility.

**Based on these factors, Staff believes the approval of this request would not be considered a just action.**

### **STAFF RECOMMENDATION**

After review of the request and all pertinent information, the Department of Community Development recommends that the request be ***DENIED***.

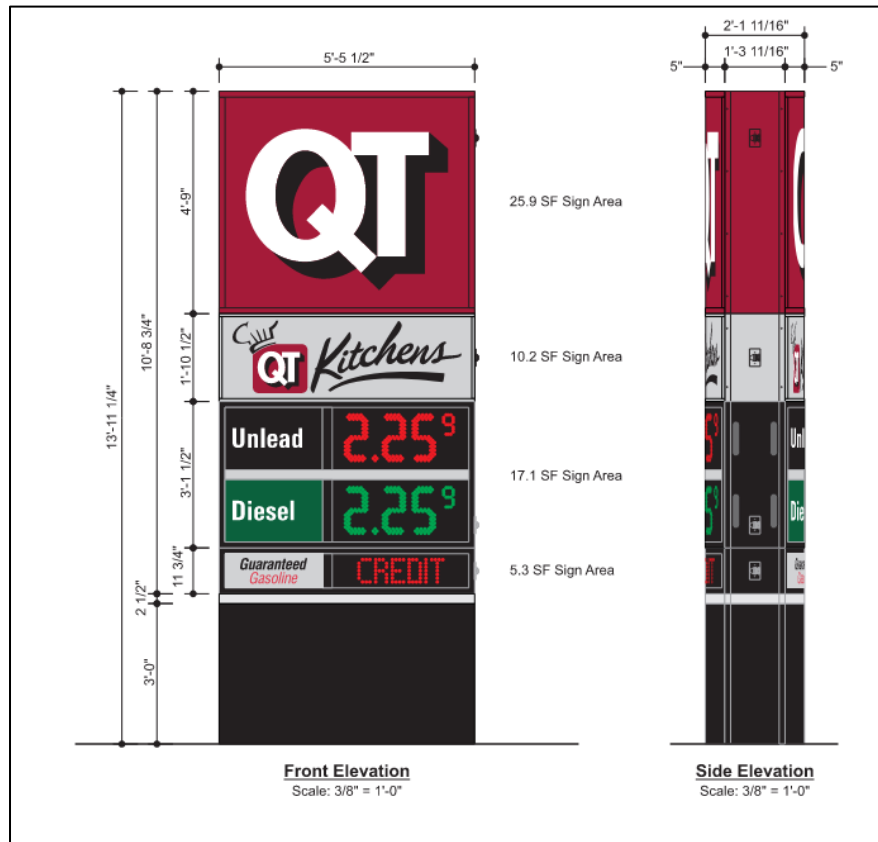


Figure 4: Proposed signage.



Figure 5: Existing signage (N Kingshighway).



Figure 6: Existing signage (Elm Street).



Figure 7: Street view of subject property.



Figure 8: Aerial Photo of Subject Property.

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: 225 North Kingshighway Street

**APPLICANT:**

QuikTrip Corporation - QuikTrip Store #603  
(Name)

13500 Riverport Dr, Suite 175, Maryland Heights, MO 63043  
(Address)

(636) 627-0003; (314) 795-4803                      gkeen@quiktrip.com  
(Phone & Email Address)

**PROPERTY OWNER:** QuikTrip Corporation

(Name)

13500 Riverport Dr, Suite 175, Maryland Heights, MO 63043  
(Address)

(636) 627-0003; (314) 795-4803                      gkeen@quiktrip.com  
(Phone & Email Address)

**REQUEST INFORMATION:**

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

Existing Zoning & Use: Zoning: C-2    Use: QuikTrip Store #603

Proposal: (2) monument signs with a height of 13' 11.25" and 7 foot setback

Ordinance or Section number from which the variance is being requested: Section 400.1470(A)

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.

Since the original signs were installed the sign code was updated to only allow

signs with a height of 8'. The current signs are 13' 4" high and 57 square feet.

Replacement signs are 13' 11.25" high and 58.6 square feet. Setback is 7' in lieu of 10'.

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.

This will have no effect on any government facilities. Current signs are very

similar in size, height and location.

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

This will have no effect on the neighbors or neighborhood. Current signs

are very similar in size, height and location.

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

The site requires vertical signs as there is no room to install a horizontal

sign. Replacement signs are very similar in size, height and location.

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:

QuikTrip is rebuilding the current site and will need replacement updated signage.

Due to the limited available space, we need to install vertical signs in lieu of

horizontal signs.



## -MV-E2PGQ-CC-59 Vertical Monument Sign

- QT Kitchens
- Two (2) Product LED Gas Price Sign with Cash & Credit
- 58.6 Square Feet Sign Area

### Notes:

- 1.) Engineering provided by QT.
- 2.) Steel supports provided by sign installer.



-MV-E2PGQ-CC-59

### Project Information

Client  
**QuikTrip**  
Location

Sales **House** Design **CT** Project Manager **James Gentry**

### Date / Description

Date	Description
12/03/19	Issue Date
01/14/20	Rev. 1
02/17/20	Rev. 2
3	
4	
5	
6	
7	
8	
9	

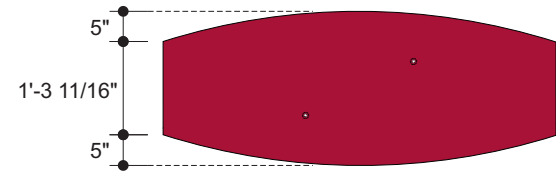
### Notes

-

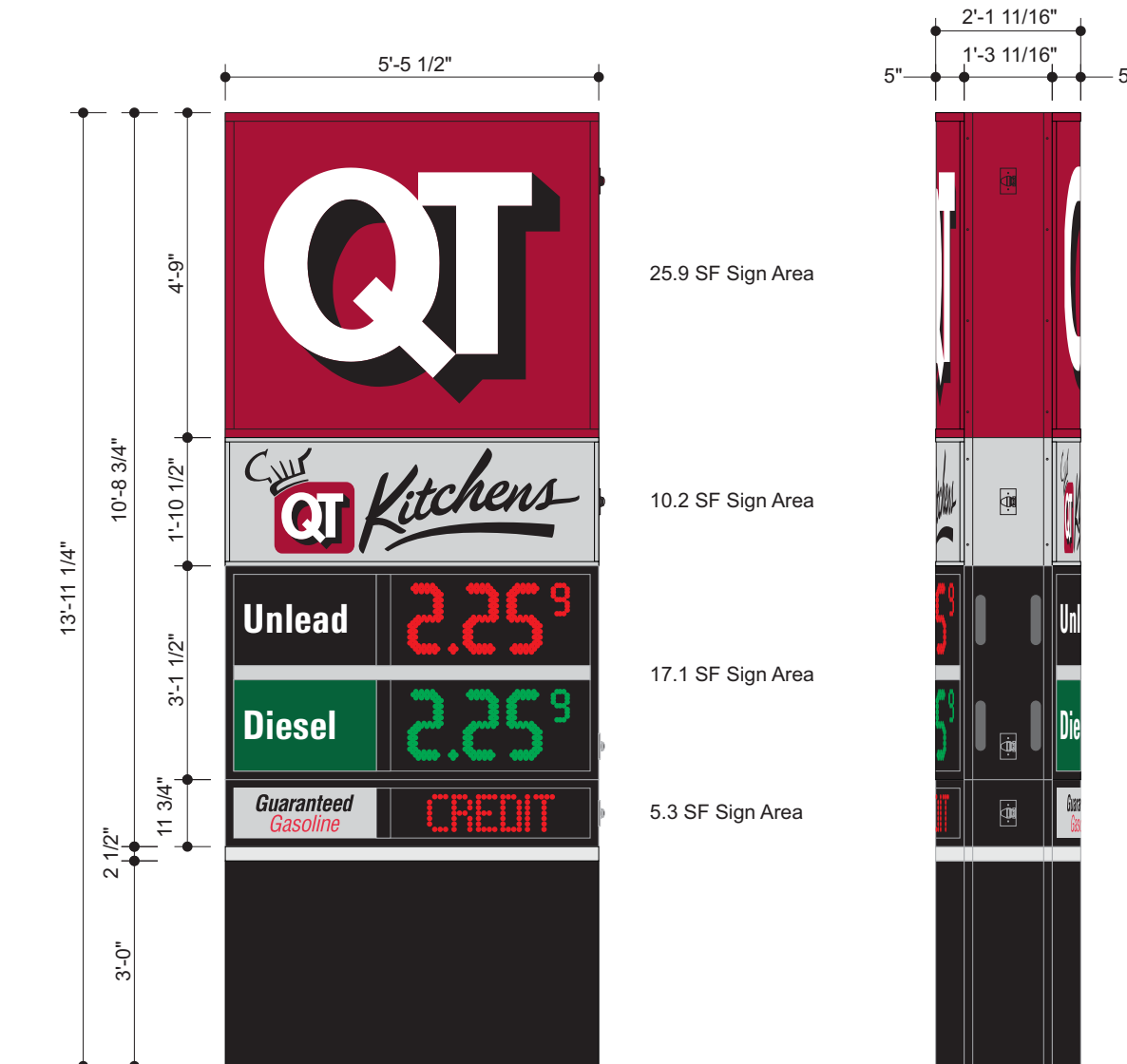
### Store #

### Declaration

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Top View



Front Elevation

Scale: 3/8" = 1'-0"

Side Elevation

Scale: 3/8" = 1'-0"

### Color Specifications

All Paint Finishes to be Akzo Nobel

- Opaque Silver
- Translucent White
- Black - Low Gloss
- Matte White (Interior of Sign)
- Match 3M Cardinal Red #3632-53
- Match PMS 349C

### Regarding Fabrication Fit & Finish of All QT Signs:

- Visible fabrication seams and welded joints are to be sanded smooth, filled and finished to QT specifications.
- Any visible fasteners are to be countersunk and have painted heads.
- Face retainers must fit flush and have even, minimal seams.
- Any variation from this directive must be brought to the attention of the QT Quality Control Manager without delay.

**Allen Industries**  
FILE NUMBER: E212503

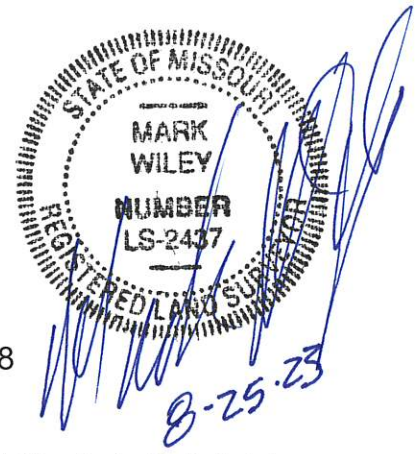
Listed Electric Sign Complies with  
UL48  
CSA C22.2 No. 207  
A11 017510

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.

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QuikTrip #603  
 Boundary Description  
 Glosier's Subdivision, St. Charles Block 278  
 St. Charles Missouri

A tract of land being part of Lots 1, 2 and all of Lots 3 through 7 of Glosier's Subdivision as filed for record in Plat Book 3 page 2 of the St. Charles County Land Records and being the same land conveyed to QuikTrip Corporation by Deed Book 4011 page 0909 and Eula M Stierholz Trust by Deed Book 3919 page 0907 of the said Land Records of St. Charles County Missouri and being described as follows:

Beginning at the Southern corner of said Lot 7 said corner being on the Northern Right of Way line of North Kingshighway (48 feet wide); thence leaving said North Right of Way North 32 degrees 19 minutes 56 seconds West along the lot line common to Lots 7 and 8 a distance of 142.37 feet to the Southern line of a 20 foot wide alley; thence leaving said common lot line North 57 degrees 39 minutes 34 seconds East along the Southern line of said alley a distance of 333.43 feet to a point on the Southwest line of Elm Street (width varies); thence leaving the Southern line of said alley South 25 degrees 54 minutes 51 seconds East along the Southwest line of a tract conveyed to the City of St. Charles by a Deed Recorded in Book 4557 page 1076 a distance of 8.31 feet to a point of curve; thence along a curve to the Right having a Radius of 16.50 feet an Arc Length of 4.70 feet the Chord bearing and distance being South 17 degrees 45 minutes 11 seconds East, 4.68 feet to a point of tangency; thence South 09 degrees 35 minutes 31 seconds East a distance of 19.89 feet to a point; thence South 32 degrees 20 minutes 56 seconds East a distance of 46.92 feet to a point of curve; thence along a curve to the Right having a Radius of 146.00 feet an Arc Length of 28.24 feet the Chord bearing and distance being South 26 degrees 48 minutes 27 seconds East, 28.20 feet; thence on a non-tangent compound curve to the Right having a Radius of 48.74 feet an Arc Length of 18.92 feet the Chord bearing and distance being South 04 degrees 50 minutes 15 seconds East, 18.80 feet to a point of non-tangent compound curve; thence on a curve to the Right having a Radius of 44.50 feet an Arc Length of 12.34 feet the Chord bearing and distance being South 10 degrees 34 minutes 50 seconds West, 12.30 feet to a point of tangency; thence South 23 degrees 19 minutes 53 seconds West a distance of 9.80 feet to a point of non-radial curve; thence along a curve to the Right having a Radius of 70.00 feet an Arc distance of 14.52 feet the Chord bearing and distance being South 37 degrees 10 minutes 12 seconds West, 14.50 feet to a point on the Northern line of North Kingshighway as previously mentioned; thence South 57 degrees 40 minutes 02 seconds West along said North Kingshighway right of way a distance of 282.20 feet to the point of beginning and containing 45,697 square feet more or less.

Subject to Easements, Restrictions and Covenants of Record if any



## **BOARD OF ADJUSTMENT**

### ***2026 MEETING DATES AND DEADLINES***

<b><i>MEETING DATE</i></b>	<b><i>APPLICATION DEADLINE</i></b>
<b>JANUARY 5, 2026</b>	<b>DECEMBER 1, 2025</b>
<b>FEBRUARY 2, 2026</b>	<b>JANUARY 5, 2026</b>
<b>MARCH 2, 2026</b>	<b>FEBRUARY 2, 2026</b>
<b>APRIL 6, 2026</b>	<b>MARCH 2, 2026</b>
<b>MAY 4, 2026</b>	<b>APRIL 6, 2026</b>
<b>JUNE 1, 2026</b>	<b>MAY 4, 2026</b>
<b>JULY 6, 2026</b>	<b>JUNE 1, 2026</b>
<b>AUGUST 3, 2026</b>	<b>JULY 6, 2026</b>
<b>SEPTEMBER 7, 2026</b>	<b>AUGUST 3, 2026</b>
<b>OCTOBER 5, 2026</b>	<b>SEPTEMBER 7, 2026</b>
<b>NOVEMBER 2, 2026</b>	<b>OCTOBER 5, 2026</b>
<b>DECEMBER 7, 2026</b>	<b>NOVEMBER 2, 2026</b>

Please note that while these are minimum deadlines for submittal, staff will provide a projected meeting date upon review and confirmation of a complete submittal.

The Board of Adjustment meetings begin at 6:00 p.m. on the fourth floor of St. Charles City Hall, 200 North Second Street, St. Charles, MO. Applicants are required to attend the public hearing.