



BOARD OF ADJUSTMENT AGENDA
November 3, 2025

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, November 3, 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 October 6, 2025 Meeting

1. Case No. BOA-2025-11. Address: 959 Portwest Drive (Crawford, Murphy, & Tilly). A request to increase the maximum height for a proposed commercial/industrial fence from eight (8) feet to ten (10) feet as regulated in Section 400.550(A)(3)(a) of the St. Charles Code of Ordinances. The property is zoned I-1 Light Industrial District (Ward 4).
The applicant has requested that this item be TABLED to the December 1, 2025 Board of Adjustment Meeting.

Adjournment

The next meeting of the Board of Adjustment is scheduled for Monday, December 1, 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 10/29/2025 @ 9:00 am by MPB

CITY OF ST CHARLES

STATE OF MISSOURI

BOARD OF ADJUSTMENT MEETING

October 6, 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 October 6, 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

Keith Whittemore

Madelyn Brown, City Planner

Lara Berry, City Planner

AGENDA ITEM #1 – ADAM FRIEND

CASE NO. BOA-2025-08. ADDRESS: 808 S 6th STREET

THIS ITEM WAS WITHDRAWN

AGENDA ITEM #2 – TIM MCNAMEE

CASE NO. BOA-2025-09. ADDRESS: 546 MADISON STREET

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve 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.

MOTION WAS SECONDED BY MARITA MALONE

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

AGENDA ITEM #3 – GWEEN KEEN, QUIK TRIP CORPORATION

CASE NO. BOA-2025-10. ADDRESS: 225 N KINGSHIGHWAY STREET

MOTION WAS MADE BY LATONYA GROTEGEERS: I move to approve 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

MOTION WAS SECONDED BY MARITA MALONE

ROLL-CALL VOTE 2 IN FAVOR 3 AGAINST: DENIED.

Meeting adjourned at 6:49 p.m.



Memorandum

To: Board of Adjustment

From: Madelyn P. Brown, Planner

Meeting Date: November 3, 2025

Subject: BOA-2025-11: Request to Table

This item has been requested to be **TABLED** to the December 1, 2025 Board of Adjustment meeting.