



# LANDMARKS BOARD

## AGENDA FOR REGULAR MEETING

November 17, 2025

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### LANDMARKS BOARD:

Steve Martin, Chair  
Jill Ryan, Vice Chair  
Michelle Beucke  
Dave Settle  
John Donnelly  
Tom Smith  
Christi Tennyson  
Steve Hollander, Council Liaison

Mesdames and Gentlemen:

On Monday, November 17, 2025, at 6:00 p.m., the City of St. Charles Landmarks Board will hold its regular monthly meeting in the Council Chambers on the fourth floor of City Hall, 200 North Second Street, St. Charles, Missouri. The agenda for this meeting is as follows:

**1. Call to order and call the roll**

**2. Pledge of Allegiance**

**3. Consent Agenda**

- (A) Case No. EC-2025-062 123 North Main Street. John Jurgiel. The applicant is requesting permission to install six new windows on the front of the building [Historic Downtown District, Ward 1].
- (B) Case No. EC-2025-063 415 Houston Street. RBM Construction. The applicant is requesting permission to install new decking on the front porch of the dwelling [Extended Historic Preservation District, Ward 1].
- (C) Case No. EC-2025-064 711 Monroe Street. Christine Prinster The applicant is requesting permission to repaint the entire dwelling [Extended Historic Preservation District, Ward 2].

**4. Removed Consent Items**

**5. Sign Permit Applications**

- (A) Sign Permit No. 2025-5866 1116 North 2<sup>nd</sup> Street. Brandon Eckardt. The applicant is requesting permission to install a wall-mounted sign for the business “Naked Tiki Distilling” [Frenchtown Preservation District, Ward 1].

**6. Structure Review**

- (A) Case No. SP-2025-017 1116 North 2<sup>nd</sup> Street. Brandon Eckardt. The applicant is requesting permission to place a shipping container structure in the rear of the property [Frenchtown Preservation District, Ward 1].

- (B) Case No. D-2025-018 1203 South Main Street. Leslie Duncan. The applicant is requesting permission to remove the existing dwelling on the property [Landmarks Preservation District, Ward 2].
- (C) Case No. SP-2025-015 524 North 8<sup>th</sup> Street. Justin Wallace. The applicant is requesting permission to construct a new single-family dwelling on the property [Commons Preservation District, Ward 1].
- (D) Case No. SP-2025-016 533 North 6<sup>th</sup> Street. Cecil & Nancy Huff. The applicant is requesting permission to construct a rear addition off the existing dwelling [Commons Preservation District, Ward 1].
- (E) Case No. SP-2025-014 1219 South Main Street. John Donnelly. The applicant is requesting after-the-fact approval to construct a new parking area and retaining walls on the property [Landmarks Preservation District, Ward 2].

- 7. **Announcements/Report of Officers**
- 8. **Staff Reports**
- 9. **Approval of October 27, 2025 regular meeting minutes**
- 10. **Adjournment**

*The next regular meeting of the Landmarks Board is scheduled for  
Monday, December 15, 2025 at 6:00pm*

*The submittal deadline for the December 15, 2025 meeting is November 17, 2025.  
(November 24, 2025 for signs)*

**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.

*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.*

***Agenda posted on 11/13/2025 @ 10am by TRM***



**STAFF REPORT**  
**WINDOWS**  
**123 NORTH MAIN STREET**  
**CASE NO. EC-2025-062**

**BY TAYLOR MOORE**

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**APPLICANT:** John P. Jurgiel  
123 North Main Street  
St. Charles, MO 63301

**OWNER:** HHG, LLC  
123 North Main Street  
St. Charles, MO 63301

**ADDRESS/LOCATION:** 123 North Main Street

**ZONING:** CBD—Central Business District  
HDD—Historic Downtown District

**USE:** Offices-John A. Jurgiel & Associates, Inc.

**MEETING DATE:** August 18, 2025

**BACKGROUND**

The subject property is the two-story brick Beaux Arts style building at 123 North Main Street in the Historic Downtown District. The building was constructed in 1907, and is considered a contributing resource to the district. On August 18, 2025, the Board approved the replacement of eleven (11) windows on the rear of the building. The applicant is now requesting approval to replace six (6) windows on the front façade of the building. The existing wooden windows have deteriorated and the applicant plans to replace them with Pella Lifestyle aluminum clad exterior/wood interior windows, the same style that was approved for the rear. Window specs, photographs of the building, and color samples accompany the application.

**APPLICABLE DESIGN GUIDELINES**

**SECTION 400.350: “HDD” HISTORIC DOWNTOWN DISTRICT.**

*C. Building, Sign and Occupancy Permits.*

1. No person shall be permitted to build, erect, construct, alter, destroy or remove buildings or structures, including signs, or in any way change the outward appearance of any building or structure in the Historic Downtown District overlay without having obtained a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board (HLPARB). The painting of buildings does not require a Certificate of Appropriateness when colors listed on the approved color chart are utilized.

## **Chapter 4: Guidelines for Historic Properties**

### **Architectural Details: Preservation and Treatment**

4.10 Preserve the historic design character of the building.

#### **Materials**

4.20 A replacement material should appear similar in character to that used historically.

- b. Substitute materials may be used for replacing individual building elements but should not be used for the primary building material.

#### **Windows**

4.37 Preserve the functional and decorative features of a historically important window when physical conditions permit.

- a. Such features may include frames, sashes, muntins, mullions, glazing, sills, heads, jambs, moldings and the alignment of upper-story windows.
- b. The materials of a window sill are also important. Stone, wood and cast iron were seen historically.
- c. Do not alter the size of window panes or sashes. Such changes destroy the scale and proportion of the building.
- d. Repair frames and sashes by patching, splicing or reinforcing when physical conditions permit.
- e. If replacement is necessary, replace in kind to reproduce the original. Reproducing windows in a different material than the original may be an acceptable alternative.

4.38 Preserve historic upper story windows.

- d. Maintain the historic sash, wood trim and window sill. Repair the sash rather than replace it when feasible.
- e. When a window must be replaced, then reproduce it to match the original exactly. Although the same materials as that used historically are preferred, alternate materials that convey the historic character and details may be considered.

4.42 When a replacement window is necessary, use materials like those seen historically. Replacing a historically significant wood window with another wood window is preferred. However, other materials may be considered if the appearance is similar to that of the historic wood window in dimension, profile and finish.

### **STAFF RECOMMENDATION**

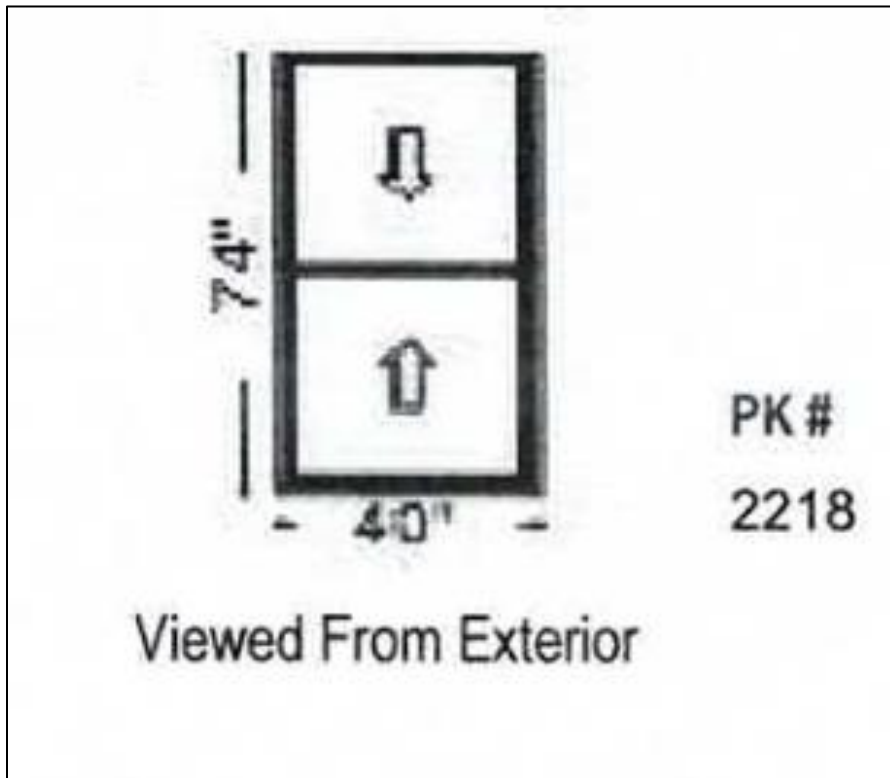
The applicant is proposing to replace four (4) windows on the second floor and two (2) windows on the first floor of the front facade. Similar to the window replacement approved in August this year, the existing wood double hung windows on the front are to be replaced with like-for-like windows in grid pattern, size, and color. It should be noted that the half-moon windows over the two first floor windows and the windows surrounding the front door are not being proposed for replacement. Staff finds the replacements to align with the guidelines for the district and will have no adverse impact on the contributing status of the building or the streetscape. Therefore, Staff recommends approval of the window replacements, as submitted.

**Recommended Motion:**

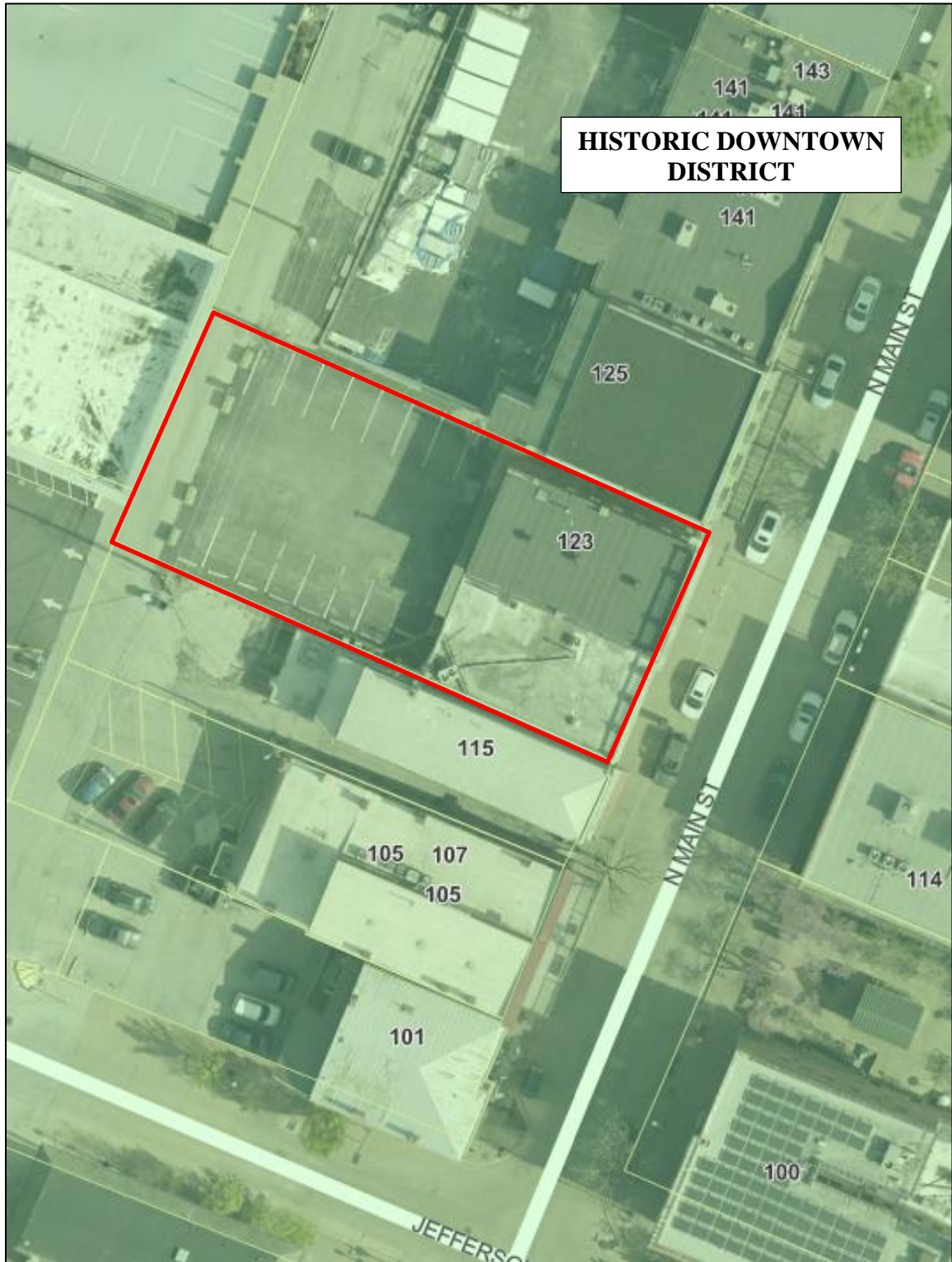
**Motion to approve the replacement of six windows on the front facade at 123 North Main Street, as submitted.**



**Figure 1: 123 North Main Street seen currently, showcasing the six subject windows for replacement.**



**Figure 2: Example of proposed window replacement from spec sheet.**



**Figure 3: Subject property's location.**

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



**DEPARTMENT OF COMMUNITY DEVELOPMENT**

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

ADDRESS OF SUBJECT PROPERTY: 123 N. Main Street, St. Charles, MO 63301

BUSINESS NAME (if applicable): John A. Jurziel & Associates, Inc.

APPLICANT: John P. Jurziel  
(Name)

123 N. Main Street, St. Charles, MO, 63301  
(Address)

314 280-6039 (cell) jjurziel@jurziel.com  
(Phone & Email Address)

PROPERTY OWNER: HHQ, LLC  
(Name)

123 N. Main Street, St. Charles, MO 63301  
(Address)

314 280-6039 (cell) jjurziel@jurziel.com  
(Phone & Email Address)

**HISTORIC DISTRICT LOCATION:**

- Commons Preservation District
- Extended Historic Preservation District
- Frenchtown Preservation District
- Historic Downtown Preservation District
- South Main Preservation District

DATE OF ORIGINAL CONSTRUCTION: 1907/8

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Office building in former bank building. Partial 2nd Story and partial Basement.

**PROJECT DESCRIPTION (mark and explain each that may apply):**

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: \_\_\_\_\_

Demolish or move structure: \_\_\_\_\_

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): \_\_\_\_\_

Other (briefly explain): Replace existing windows along front of building (1st and 2nd Floors)

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

Similar to window replacement project approved on August 18, 2025, except for the front of the building. Existing old wood windows on front of building (4 on 2nd Floor and 2 on 1st Floor) would be replaced with similar styled double-hung Pella Lifestyle aluminum clad exterior / wood interior windows (similar size and panes). Replacement windows will be window inserts and the existing brick mould will be wrapped to match existing cream color. Exterior finish for the window inserts will be Hartford Green, a color similar to the existing color (pre-faded).

**APPLICATION SUBMITTAL:**

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

**A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via Landmarks@stcharlescitemo.gov). Directions for digital submittal are attached.** The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: \_\_\_\_\_

Date: 10/20/25

Signature of the property owner: \_\_\_\_\_

Date: 10/20/25

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

**Application Fees:**

**Site Plan: \$200.00**

**Exterior Changes & Demolitions: \$50.00**

# Pella® Lifestyle Series WOOD

#1 performing wood window and patio door for the combination of energy, sound and value.<sup>1</sup>



Dual- and Triple-Pane Products, \$\$-\$\$\$



## Unbeatable performance options.<sup>1</sup>



**79% more energy efficient** for a more comfortable home<sup>2</sup>



**52% reduction in outside noises** like traffic and lawnmowers<sup>3</sup>

Values are averages based on the Ultimate Performance package compared with single-pane windows.

## Style and durability.

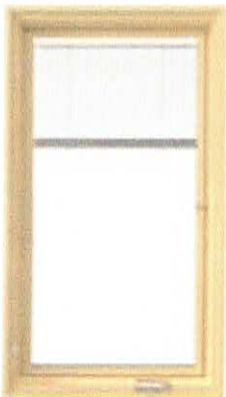


Durability and style flexibility with the most desired features and options, backed by the **best limited lifetime warranty** in the industry.<sup>4</sup>

## Packed with innovation.

**37**  
TIME-TESTED  
INNOVATIONS

Offering products with 37 time-tested innovations like our best integrated blinds and shades and integrated security sensors.



Pella Lifestyle Series triple-pane casement window

### WINDOW STYLES

Special sizes and configurations are also available.



AWNING



BAY OR BOW



CASEMENT



DOUBLE-HUNG<sup>5</sup>

### PATIO DOOR STYLES



SLIDING



HINGED

<sup>5,6,7</sup> See inside front cover for disclosures.



# Colors & Finishes PELLA® LIFESTYLE SERIES

## WOOD TYPE

The wood species that best complements your home's interior.



## PREFINISHED PINE INTERIOR COLORS

We can prefinish pine in your choice of three paint colors and seven stains. Unfinished or primed and ready-to-paint are also available.



## ALUMINUM-CLAD EXTERIOR COLORS

Our low-maintenance EnduraClad® exterior finish resists fading and helps protect your windows and patio doors for years.



<sup>1</sup> Available performance solutions offer an unbeatable combination of energy efficiency, sound control and value. Performance solutions require upgrades to triple-pane, AdvancedComfort Low-E and mixed glass thickness. Based on comparing product quotes and published STC/OITC and U-Factor ratings of leading national wood window and patio door brands.

<sup>2</sup> Window energy efficiency calculated in a computer simulation using RESFEN 6.0 default parameters for a 2000 sq. foot new construction single-story home when comparing Pella Lifestyle Series windows with Advanced Comfort Low-E triple-pane glass with argon and mixed glass thickness to a single-pane wood or vinyl window. Double-hung windows are not available with triple-pane glass. The energy efficiency and actual savings will vary by location. The average window energy efficiency is based on a national average of 94 modeled cities across the country and weighting based on population. For more details see [pella.com/methodology](http://pella.com/methodology).

<sup>3</sup> Reduction in sound based on OITC ratings of Pella Lifestyle Series windows with triple-pane glass with mixed glass thickness to a single-pane wood or vinyl window with an OITC of 19. Calculated by using the sound transmission loss values in the 80 to 4000 Hz range as measured in accordance with ASTM E-90(09). Actual results may vary.

<sup>4</sup> Based on comparing written limited warranties of leading national wood window and wood patio door brands. See Pella written Limited Warranty for details, including exceptions and limitations, at [pella.com/warranty](http://pella.com/warranty), or contact Pella Customer Service at 877-473-5527.

<sup>5</sup> Available in dual-pane only.

<sup>6</sup> Available on triple-pane products only.

# Integrated Blinds & Shades PELLA® LIFESTYLE SERIES

## INTEGRATED BLINDS<sup>1</sup>

Raise blinds up for an unobstructed view or tilt to let in just the right amount of light. Our best integrated and accessible blinds are available manual or motorized with Pella Insynctive® technology.



## INTEGRATED SHADES<sup>1</sup>

Our best integrated fabric shades feature a white exterior fabric for a uniform look from the street. Integrated and accessible shades are available manual or motorized with Pella Insynctive technology.



## Added Security

### INSYNCTIVE TECHNOLOGY

Integrated security sensors with time-tested wireless technology are built-in and tucked away, out of sight, to preserve the beauty of your Pella windows and doors. Monitor windows and doors while at home or away with the Pella Insynctive App or with most existing security systems.<sup>2</sup> Learn more at [pella.com/insynctive](http://pella.com/insynctive).



<sup>1</sup> Available on triple-pane products only.

<sup>2</sup> Requires the Pella Insynctive App on a smart device, an Insynctive Bridge and a wireless home internet router with internet connection.

# Performance Packages PELLA® LIFESTYLE SERIES

## PACKAGES

To make things easier, we've created performance packages that highlight what's most important to you.

Performance solutions offer an unbeatable combination of energy efficiency, sound control and value.<sup>1</sup> Upgrade from a dual- to a triple-pane glass design with the packages below to meet the unique needs of each room in your home.

All values below are averages compared with single-pane windows.



Pella Lifestyle Series offers products awarded ENERGY STAR® Most Efficient for 2019.<sup>2</sup>



### Performance

Improved energy efficiency and sound performance.

**71%**  
MORE ENERGY EFFICIENT<sup>3</sup> + **34%**  
NOISE REDUCTION<sup>4</sup>



### Sound Control

Exceptional noise control for a quieter home.

**52%**  
NOISE REDUCTION<sup>4</sup>



### Energy Efficiency

Superior energy efficiency for a more comfortable home.

**83%**  
MORE ENERGY EFFICIENT<sup>3</sup>



### Ultimate Performance

The best combination of energy efficiency and noise control.

**79%**  
MORE ENERGY EFFICIENT<sup>3</sup> + **52%**  
NOISE REDUCTION<sup>4</sup>

## Glass<sup>5</sup>

### INSULSHIELD\* LOW-E GLASS

Advanced Low-E insulating dual- and triple-pane glass with argon<sup>6</sup>

AdvancedComfort Low-E insulating dual- and triple-pane glass with argon<sup>6</sup>

NaturalSun Low-E insulating dual- and triple-pane glass with argon<sup>6</sup>

SunDefense™ Low-E insulating dual- and triple-pane glass with argon<sup>6</sup>

### ADDITIONAL GLASS OPTIONS

Tempered glass available on dual- and triple-pane products

Obscure and frosted obscure glass available on dual- and triple-pane products

<sup>1</sup> Performance solutions require upgrades to triple-pane, AdvancedComfort Low-E and mixed glass thickness. Based on comparing product quotes and published STC/OITC and U-Factor ratings of leading national wood window and patio door brands.

<sup>2</sup> Pella products may not meet ENERGY STAR® guidelines in Canada. For more information, contact your local Pella sales representative or go to [energystar.gc.ca](http://energystar.gc.ca).

<sup>3</sup> Window energy efficiency calculated in a computer simulation using RESFEN 6.0 default parameters for a 2000 sq. foot new construction single-story home when Pella Lifestyle Series windows with the respective performance package are compared to a single-pane wood or vinyl window. The energy efficiency and actual savings will vary by location. The average window energy efficiency is based on a national average of 94 modeled cities across the country and weighting based on population. For more details see [pella.com/methodology](http://pella.com/methodology).

<sup>4</sup> Reduction in sound based on OITC ratings of Pella Lifestyle Series windows with respective performance package compared to a single-pane wood or vinyl window with an OITC of 19. Calculated by using the sound transmission loss values in the 80 to 4000 Hz range as measured in accordance with ASTM E-90(09). Actual results may vary.

<sup>5</sup> Double-hung window available with dual-pane glass only.

<sup>6</sup> Optional high-altitude Low-E insulating glass does not contain argon in most products. Please see your local Pella sales representative for more information.

# Grilles PELLA® LIFESTYLE SERIES

## GRILLES

Choose the look of true-divided-light, removable roomside grilles or make cleaning easier by selecting grilles-between-the-glass.

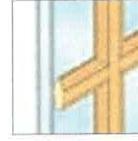
### DUAL-PANE:



**SIMULATED-DIVIDED-LIGHT WITH SPACER 7/8"**



**SIMULATED-DIVIDED-LIGHT WITHOUT SPACER 7/8"**



**ROOMSIDE REMOVABLE GRILLES 3/4"**



**ALUMINUM GRILLES-BETWEEN-THE-GLASS 3/4"**

### TRIPLE-PANE:



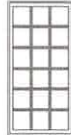
**SIMULATED-DIVIDED-LIGHT WITH ALUMINUM CONTOURED GRILLES-BETWEEN-THE-GLASS 3/4"**



**ALUMINUM GRILLES-BETWEEN-THE-GLASS 3/4"**

## GRILLE PATTERNS

In addition to the patterns shown here, custom grille patterns are available.



**TRADITIONAL**



**9-LITE PRAIRIE**



**TOP ROW**



**CROSS**



**CUSTOM**

# Screens\*

## ROLSCREEN®

Rolscreen soft-closing retractable screens roll out of sight when not in use. Available on casement windows and sliding patio doors.

## FLAT

InView™ screens are clearer than conventional screens and come standard. VividView® screens offer the sharpest view and are optional.

\*WARNING: Screen will not stop child or pet from falling out of window or door. Keep child or pet away from open window or door.

# Window Hardware PELLA® LIFESTYLE SERIES

ESSENTIAL COLLECTION Our most popular design with finishes to suit every style.



FOLD-AWAY  
CRANK



CAM-ACTION  
LOCK



CHAMPAGNE



WHITE



BROWN



MATTE  
BLACK



OIL-RUBBED  
BRONZE



SATIN  
NICKEL

# Patio Door Hardware<sup>1</sup>

ESSENTIAL COLLECTION Elevate your style and transform your home with elegant selections.



HINGED PATIO  
DOOR HANDLE



SLIDING PATIO  
DOOR HANDLE



CHAMPAGNE



WHITE



BROWN



MATTE  
BLACK



OIL-RUBBED  
BRONZE



SATIN  
NICKEL

<sup>1</sup> On hinged patio doors, Endura Hardware Collection offers a 10-year warranty. See written warranty for complete details at [pella.com/warranty](http://pella.com/warranty).

Want to learn more? Call us at 833-44-PELLA or visit [pella.com](http://pella.com)



## The confidence of added protection.

Pella® Lifestyle Series products are backed by the best limited lifetime warranty for wood windows and patio doors.<sup>2</sup> See written limited warranty for details, including exceptions and limitations, at [pella.com/warranty](http://pella.com/warranty).

<sup>2</sup> Based on comparing written limited warranties of leading national wood window and wood patio door brands. See written limited warranty for details, including exceptions and limitations, at [pella.com/warranty](http://pella.com/warranty).



Connect with Pella:



**Location of Project:**

123 N. Main Street  
St. Charles, MO 63301

**Owner of Building:**

HHG, LLC  
John Jurgiel and Rob Jurgiel  
123 N. Main Street  
St. Charles, MO 63301

**Type of Project:**

Window replacement - Front of Building

**Scope of Project:**

Similar to the window replacement project approved on August 18, 2025. Replacing 4 existing wood double hung windows along the front of the 2<sup>nd</sup> Floor of the building and 2 existing wood double hung windows along the 1<sup>st</sup> Floor of the building (these 6 windows generally not operational and leak air) with 6 similarly styled (same size and number of panes) Pella Lifestyle aluminum clad exterior/wood interior double hung windows. It should be noted that the half-moon windows over the 2 windows on the 1<sup>st</sup> Floor and the windows around the Front Door are not being replaced. Replacement windows would be window inserts and the existing wood brickmould would be wrapped with aluminum wrapping to match the existing cream color. Exterior finish for the window inserts would be Hartford Green, a color similar to the existing windows along the front and rear of the building (pre-faded conditions). The existing window color is the same cream color as the brickmould around the windows along this face of the building.

**New Windows:**

Pella Lifestyle Series aluminum wrapped exterior wood double hung insert windows, Hunter Green exterior with cream color aluminum wrapping over the existing cream color brickmould (see attached literature from Pella).

**Photograph of Existing Conditions:**

View of front of building (4 windows on 2<sup>nd</sup> Floor and 2 windows on First Floor)





**AGENDA ITEM #3B**

**STAFF REPORT  
PORCH FLOOR BOARDS  
415 HOUSTON STREET  
CASE NO. EC-2025-063**

**BY TAYLOR MOORE**

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**APPLICANT:** RBM Construction  
300 Wo0denere  
St. Charles, MO 63303

**OWNER:** Jim & Stephanie Frerker  
415 Houston Street  
St. Charles, MO 63301

**ADDRESS/LOCATION:** 415 Houston Street

**ZONING:** R-1E—Single-Family Residential District  
EHP—Extended Historic Preservation District

**USE:** Single-Family Residential

**MEETING DATE:** November 17, 2025

**BACKGROUND**

The subject property is 415 Houston Street located in the Extended Historic Preservation District. The two-story, frame, Folk Victorian was built in 1900 and retains much of its original design. The applicant is requesting approval to replace the existing front porch flooring, which has become deteriorated over time. While this work generally does not require review and approval by the Landmarks Board; the applicant has been selected for a Façade Grant and must receive Landmarks Board approval before the Façade Grant Application may be approved. Material examples and photographs of the house accompany the application.

**APPLICABLE DESIGN GUIDELINES**

**SECTION 400.340: “EPD” EXTENDED HISTORIC PRESERVATION DISTRICT**

*((C) Architectural Review for Properties Constructed During or Prior to 1945.*

No person shall alter the exterior appearance of any building without first obtaining a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board (HLPARB). In reviewing applications for a Certificate of Appropriateness, guidelines established in Section 400.1270 shall be used.

**REVIEW DESIGN GUIDELINES FOR THE EXTENDED HISTORIC DISTRICT**

**Section 5.1 ARCHITECTURAL DESIGN GUIDELINES**

3. Building Design
  - b. Building shall have good scale and be in harmonious conformance with permanent neighborhood development.
  - c. Materials
    - (1) Materials shall have good architectural character and shall be selected for harmony of the building with adjoining buildings.
    - (2) Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings shall have the same materials, or those that are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.
    - (3) Materials shall be of durable quality.
  - d. Building components, such as windows, doors, eaves, and parapets shall have good proportions and relationships to one another.
  - e. Colors shall be harmonious and shall use only compatible accents.
7. Maintenance-Planning and Design Factors
  - a. Continued good appearance depends upon the extent and quality of maintenance. The choice of materials and their use, together with the types of finishes and other protective measures, must be conducive to easy maintenance and upkeep.
  - b. Materials and finishes shall be selected for their durability and wear as well as for their beauty. Proper measures and devices shall be incorporated for protection against the elements, neglect, damage and abuse.
8. Factors for Evaluation
  - a. Conformance to ordinances and the Appearance Code.
  - b. Logic of design.
  - c. Exterior space utilization.
  - d. Architectural character
  - e. Attractiveness
  - f. Material selection
  - g. Harmony and compatibility
  - i. Maintenance aspects.

**STAFF RECOMMENDATION**

The proposed new flooring is a TimberTech composite decking that will allow for long-term durability. The existing porch railing is to be removed and reinstalled after the decking installation. The applicant has noted two spindles are in need of repair, and the two new spindles are to match the existing in design and will be painted the same color. None of the upper details of the front porch will be impacted by this project. The scope of work aligning with the design guidelines for the district and the alterations will have no impact on the streetscape. Therefore, Staff recommends approval as submitted.

**Recommended Motion:**

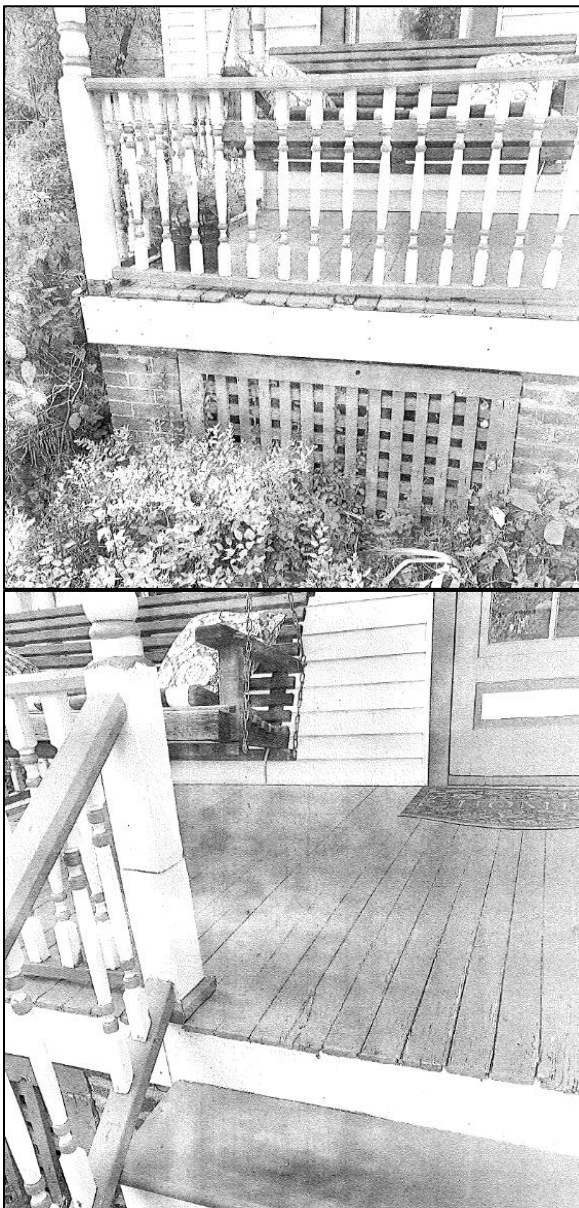
**Motion to approve the installation of the new decking on the front porch of 415 Houston Street, as submitted.**



**Figure 1: 415 Houston Street seen from the front.**



**Figure 2: Example of proposed TimberTech composite decking.**



**Figure 3: Example photos of existing porch decks.**



**Figure 4: Subject property's location.**

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

ADDRESS OF SUBJECT PROPERTY: 415 Houston St. Charles 63301

BUSINESS NAME (if applicable): RBM Construction

**APPLICANT:**

RBM Construction  
(Name)

306 Woodmere St. Charles, Mo. 63303  
(Address)

314-575-3236 RBM Construction 314@gmail.com  
(Phone & Email Address)

**PROPERTY OWNER:**

Jim-Stephen Fraker  
(Name)

415 Houston St. Charles Mo 63301  
(Address)

314-750-1346  
(Phone & Email Address)

**HISTORIC DISTRICT LOCATION:**

- |   |  |
|---|--|
| <input type="checkbox"/> Commons Preservation District    | <input type="checkbox"/> Extended Historic Preservation District |
| <input type="checkbox"/> Frenchtown Preservation District | <input type="checkbox"/> Historic Downtown Preservation District |
| <input type="checkbox"/> South Main Preservation District |  |

DATE OF ORIGINAL CONSTRUCTION: \_\_\_\_\_

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Framed 2 story with  
vinyl siding, wood front porch  
with spindle rails - painted

**PROJECT DESCRIPTION (mark and explain each that may apply):**

Rehabilitate or restore: rebuild existing front porch using  
Composite material same color.

Construct a new structure: \_\_\_\_\_

Demolish or move structure: tear off wood front porch facing

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): \_\_\_\_\_

Other (briefly explain): \_\_\_\_\_

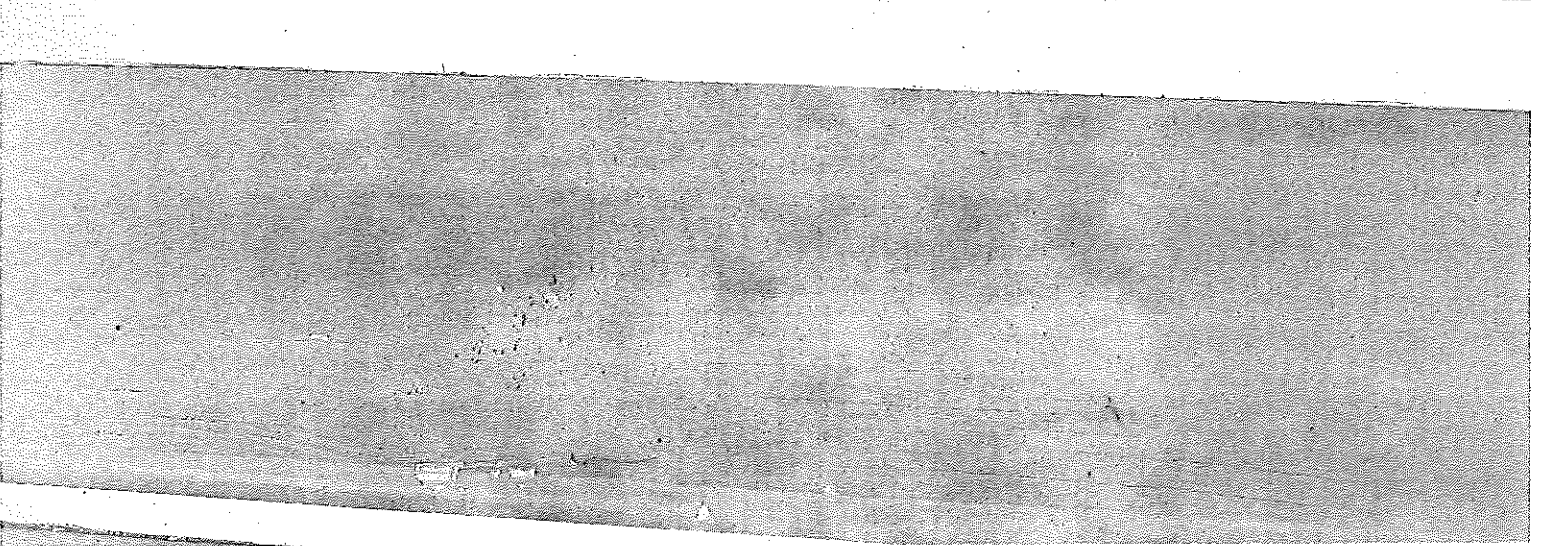
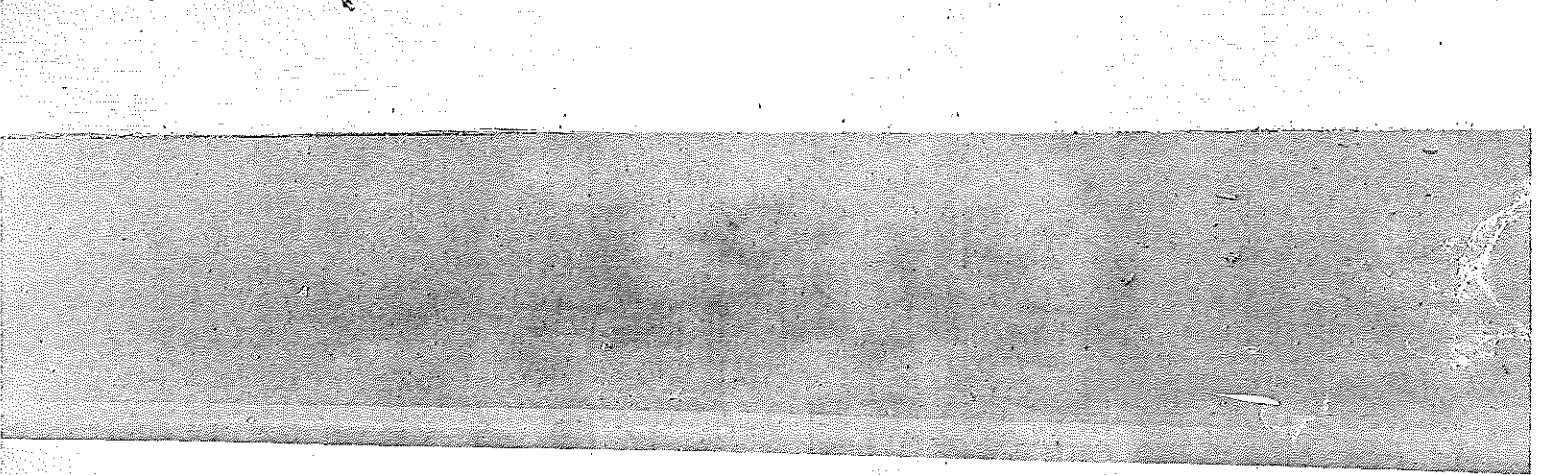
**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

re facing existing front porch  
remove existing rotten wood - re face  
with composite material using same color  
replace rotten spindles - paint same color  
Foot print of front porch to remain the same















**STAFF REPORT  
EXTERIOR PAINTING  
711 MONROE STREET  
CASE NO. EC-2025-064**

**BY TAYLOR MOORE**

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**APPLICANT:** Christine Prinster  
711 Monroe Street  
St. Charles, MO 63301

**OWNER:** Same

**ADDRESS/LOCATION:** 711 Monroe Street

**ZONING:** R-1E—Single Family Residential District  
EHP – Extended Historic Preservation District

**USE:** Single Family Residential

**MEETING DATE:** November 17, 2025

**BACKGROUND**

Located in the Extended Historic Preservation District, the subject property is the 1901, 2½-story frame Colonial Revival house at 711 Monroe Street. The house is also considered a contributing resource to the Midtown Neighborhood National Historic District. The applicant is requesting approval to paint the exterior of the home the same color that it is currently. While this work generally does not require review and approval by the Landmarks Board; the applicant has been selected for a Façade Grant and must receive Landmarks Board approval before the Façade Grant Application may be approved. Existing photos of the house accompany this application.

**APPLICABLE DESIGN GUIDELINES**

**SECTION 400.340:“EHP” EXTENDED HISTORIC PRESERVATION DISTRICT.**

A. *Purposes.* The purposes of the “EHP” Extended Historic Preservation District are to preserve historic buildings which contribute or will contribute to the heritage of the city or the state, and to preserve existing neighborhood architecture by protecting the buildings and their surroundings from incongruous development or uses of land.

C. *Architectural Review for Properties Constructed During or Prior to 1945.* No person shall alter the exterior appearance of any building without first obtaining a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board (HLPARB). In reviewing applications for a Certificate of Appropriateness, guidelines established in Section 400.1270 shall be used.

**REVIEW DESIGN GUIDELINES FOR THE EXTENDED HISTORIC DISTRICT**  
**Section 5.1 ARCHITECTURAL DESIGN GUIDELINES**

3. Building Design

c. Materials

- (1) Materials shall have good architectural character and shall be selected for harmony of the building with adjoining buildings.
- (2) Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings shall have the same materials, or those that are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.
- (3) Materials shall be of durable quality.

e. Colors shall be harmonious and shall use only compatible accents.

7. Maintenance-Planning and Design Factors

- a. Continued good appearance depends upon the extent and quality of maintenance. The choice of materials and their use, together with the types of finishes and other protective measures, must be conducive to easy maintenance and upkeep.
- b. Materials and finishes shall be selected for their durability and wear as well as for their beauty. Proper measures and devices shall be incorporated for protection against the elements, neglect, damage and abuse.

8. Factors for Evaluation

- a. Conformance to ordinances and the Appearance Code.
- e. Attractiveness
- f. Material selection
- g. Harmony and compatibility
- i. Maintenance aspects.

**STAFF RECOMMENDATION**

The proposed project involves repainting the entire house the same color as it is currently. The existing paint has become worn and is chipping, and the project will enhance the appearance of the structure. The proposed work aligns with the design guidelines for the Extended Historic Preservation District, and the alterations will have no impact on the streetscape or the district as a whole. Therefore, Staff recommends approval as submitted.

**Recommended Motion:**

**Motion to approve the repainting of the exterior of the house at 711 Monroe Street, as submitted.**



**Figure 1: Subject property seen from the street.**



Figure 2: Subject property's location.

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

ADDRESS OF SUBJECT PROPERTY: 711 Monroe St.

BUSINESS NAME (if applicable): \_\_\_\_\_

**APPLICANT:**

Christina Prinster  
(Name)

711 Monroe St. St. Charles, MO 63301  
(Address)

501-309-7891 prinster1@yahoo.com  
(Phone & Email Address)

**PROPERTY OWNER:**

Christine Prinster  
(Name)

711 Monroe  
(Address)

501-309-7891 prinster1@yahoo.com  
(Phone & Email Address)

**HISTORIC DISTRICT LOCATION:**

Commons Preservation District

Extended Historic Preservation District midtown

Frenchtown Preservation District

Historic Downtown Preservation District

South Main Preservation District

DATE OF ORIGINAL CONSTRUCTION: 1901

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

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**PROJECT DESCRIPTION (mark and explain each that may apply):**

- Rehabilitate or restore: \_\_\_\_\_
- Construct a new structure: \_\_\_\_\_
- Demolish or move structure: \_\_\_\_\_
- Construct a new addition: \_\_\_\_\_
- New sign or awning: \_\_\_\_\_
- Site work (patio, fence, etc.): \_\_\_\_\_
- Other (briefly explain): Exterior paint - facade  
grant recipient

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

I am painting the exterior of the house the  
same color it is now. I recieved a facade grant  
from the city.

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## APPLICATION SUBMITTAL:

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via [Landmarks@stcharlescitemo.gov](mailto:Landmarks@stcharlescitemo.gov)). Directions for digital submittal are attached. The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

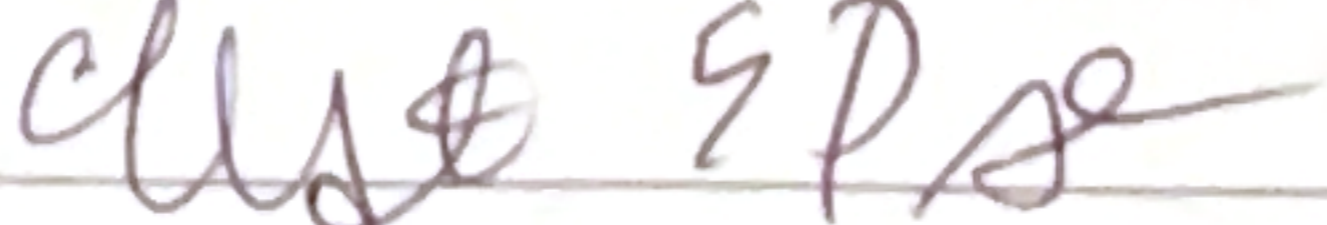
1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) including but not limited to:
  - a. The actual shape and dimension of the lot.
  - b. Any existing or proposed building, accessory building, and their locations upon the lot.
  - c. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: 

Date: 11/11/25

Signature of the property owner: 

Date: 11/11/25

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

### Application Fees:

Site Plan:	\$200.00
Exterior Changes & Demolitions:	\$50.00



**AGENDA ITEM #5A**

**STAFF REPORT**  
**WALL SIGN**  
**1116 NORTH 2<sup>nd</sup> STREET**  
**PERMIT NO. 2025-5866**

**BY TAYLOR MOORE**

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**APPLICANT:** Brandon Eckardt  
3235 Reed Crossing Place  
St. Charles, MO 63301

**OWNER:** City of St. Charles  
200 North 2<sup>nd</sup> Street  
St. Charles, MO 63301

**ADDRESS/LOCATION:** 1116 North Second Street

**ZONING:** FD—Frenchtown District  
FPD—Frenchtown Preservation District

**USE:** Commercial—Naked Spirits Distillery

**MEETING DATE:** November 17, 2025

**BACKGROUND**

Built in 1950, the subject property is the one-story commercial structure at 1116 North Second Street. Located in the Frenchtown Preservation District, the subject property is considered a non-contributing structure to the district. The applicant is requesting approval to install a wall mounted sign on the front of building for their business, “Naked Tiki Distilling”. The proposed sign will be a 6’ x 3’ (18 s.f.) American White Oak sign and be installed directly above the front door. The background will be black, and the business name will be in white lettering with a Tiki silhouette. Attached to this report are photos of the property and the proposed sign.

**APPLICABLE GUIDELINES**

**SECTION 400.1530: BUILDING MOUNTED SIGNS IN THE SUPERIMPOSED DISTRICTS**

**A. Wall Signs.**

1. Sign Allowances. All uses shall comply with the wall sign allowances listed in [Table Section 400.1530.1](#)  
*Staff Comments: FHD Wall Sign Allows for a maximum of 1 per lot or tenant with 1 additional sign for buildings with a rear entry.*
2. Number
  - a. Generally, single-use lots are allowed one (1) wall sign on the wall with the primary public entrance.
  - b. Additional Allowance for Rear Entry Signs. One (1) additional sign is permitted on the rear elevation of each building with a public entry at the rear of the building.

### 3. Sign Area

- a. Generally. The wall sign area allowance is based on the width in linear feet of the wall on which the sign is located, as measured at the foundation of the building.
- b. Additional Allowance for Rear Entry Signs. The maximum area of the rear elevation sign is fifty percent (50%) of the area allowed on the front. The area of the rear elevation sign counts toward the total sign area for the building.

### 4. Cumulative Area Allowances in the "HDD" And "FHD" Districts.

- a. Each building in the "HDD" and "FHD" Districts is permitted a cumulative maximum of all wall, projecting, awning and canopy, and window signs of one (1) square foot of sign per linear foot of facade frontage for the building.
- b. Multiple Frontages. Where a lot has two (2) or more street frontages, the average of the facade width of the facades facing the streets determines the sign allowance under this formula.

### 5. Design Standards. Wall signs are not allowed above second-story windows.

## **ARCHITECTURAL DESIGN GUIDELINES FOR THE FRENCHTOWN PRESERVATION DISTRICT**

### **Chapter VII: Guidelines for Signs**

#### Sign Context

- 7.1 Consider the building front as part of an overall sign program.
  - a. Coordinate the overall façade composition, including ornamental details and signs.
  - b. Signs also should be in proportion to the building such that they do not dominate the appearance.
- 7.2 A sign must be subordinate to the overall building composition.
  - a. A sign shall appear to be in scale with the façade.
  - b. Locate a sign on a building such that it will emphasize design elements of the façade itself. In no case should a sign obscure architecture details or features.
  - c. Mount signs to fit within existing architectural features. Use signs to help reinforce the horizontal lines of moldings and transoms seen along the street.
- 7.3 A sign shall be in character with the material, color and detail of the building.
  - a. Simple letter styles and graphic designs are more appropriate on many of the restrained, vernacular structures found on North Second Street.
  - b. Coordination of sign colors with building color scheme is encouraged.

#### Permitted Sign Types

- 7.6 Projecting signs may be considered.
  - a. A projecting sign should be located near the business entrance at eye level, just above the door or to the side of it.
  - b. In general, only one projecting sign per building façade is allowed. However, where the Board determines that the result would be compatible with the district, one projecting sign shall be allowed for each distinct façade module of a building.
  - c. Note that other approvals may be required to allow a sign to overhang the public right-of-way.

#### Sign Content

- 7.16 Coordination of sign colors with that of the building is encouraged.

**STAFF RECOMMENDATION**

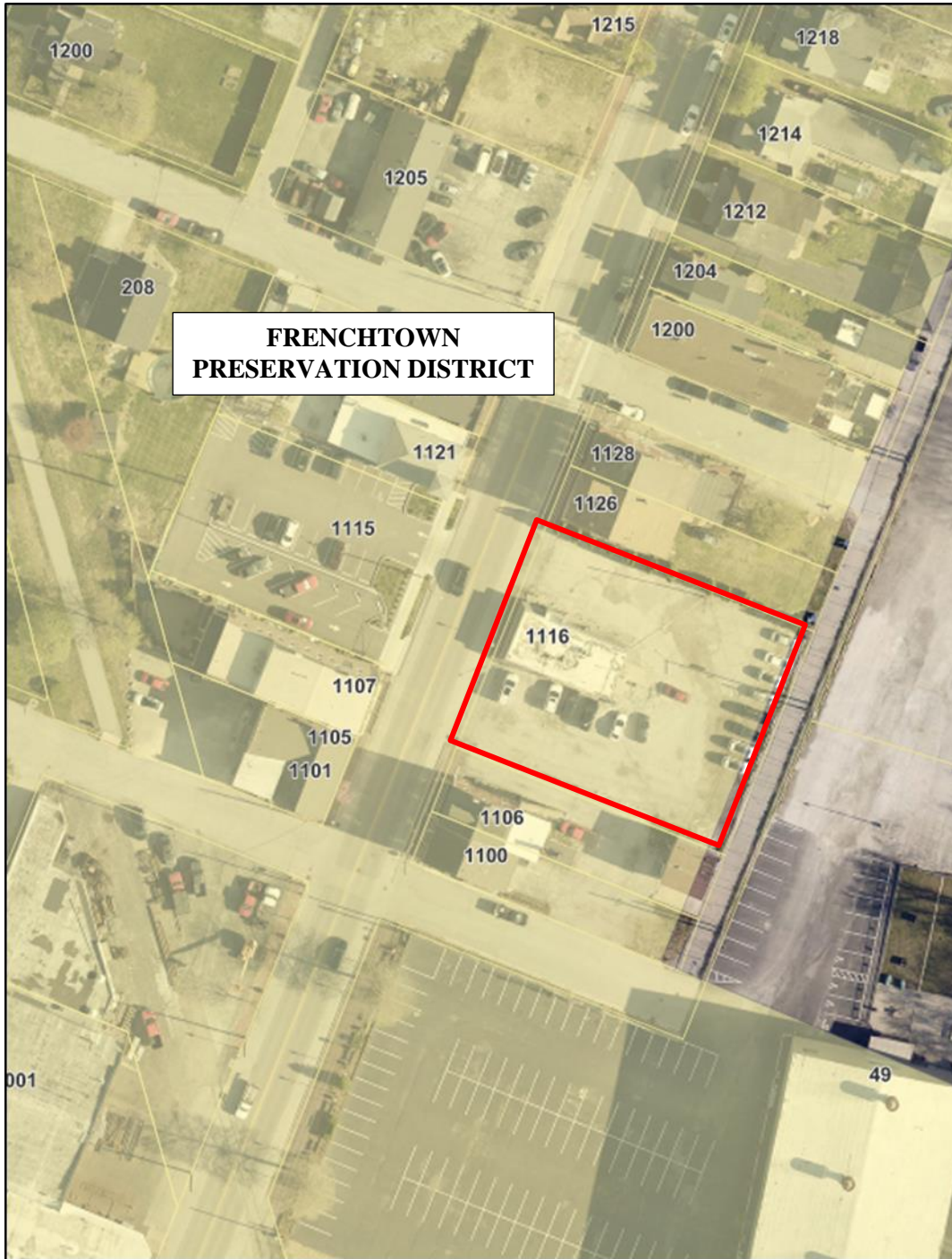
The American White Oak sign will be stained and painted black and white to display the business name. The sign will be 1.5” thick and slightly project from the front of the building. The applicant has stated the sign will be mounted directly to the surface of the building using anchors. The size, design, materials and placement of the proposed hanging sign are acceptable. Therefore, Staff recommends approval of the proposed sign, as submitted.

**Recommended Motion:**

**Motion to approve the installation of a wall-mounted sign for the Naked Tiki Distilling at 1116 North Second Street, as submitted.**



**Figure 1: Proposed signage on building.**



**Figure 2: Subject property's location.**



DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street, Suite 303
St. Charles, MO 63301
Phone: 636-949-3227
Fax: 636-949-3557

RECEIVED
NOV 04 2025
COMMUNITY DEVELOPMENT

SIGN PERMIT APPLICATION

Date Received: 11/4/25

Permit #: 25-5866

DOCUMENTS REQUIRED WITH APPLICATION

Colored copies of the following:

- Sketches of the proposed sign(s) (including dimensions and detail of how the sign will be attached)
• Scaled drawing/plot plan showing the location of the sign(s) (on building or property)
• Pictures/Dimensions/Location of existing signage on property

PERMIT FEES: \$75 for Non-Illuminated; \$99 for Illuminated (Payment due at time of pick up)

Application and plans may be submitted electronically to Building@stcharlescitemo.gov.

SIGN LOCATION:

NAME OF BUSINESS: Naked Spirits Db a Naked Tiki Distilling
ADDRESS: 1116 N 2nd Street, St. Charles, MO 63301

Is this property located in a historic district? (Check One): YES [X] NO

\*If yes, Landmarks Board approval is required. All requested documents must be submitted fourteen (14) days prior to the meeting date (see meeting schedule for application dates and deadlines).

APPLICANT:

Name: Brandon Eckardt Phone: 314-420-8321
Address: 3235 Reed Crossing Place City, State & Zip: St. Charles, MO 63301
Email: brandon@nakedspirits.com

SIGN CONTRACTOR:

Name: Phone:
Address: City, State & Zip:
Email:

PROPERTY OWNER:

Name: City of St. Charles Phone:
Address: 200 N 2nd Street City, State & Zip: St. Charles, MO 63301
Email:

TYPE OF SIGN(S): (mark all that apply)

- [ ] Freestanding [X] Building-Mounted [ ] Incidental [ ] Temporary [ ] Mural ("FPD" only)

SIGN INFORMATION:

Total number of signs being requested? 1
Building Façade of occupant's portion of the building: 351 (in square feet)
Road Frontage, Property line where the lot is adjacent to a public street or private street: 27 (in linear feet)
Who is installing the signage? Owner/Tenant [X] Contractor Other (Specify)
Will the sign(s) be illuminated? YES NO [X] \*If yes, will new wiring be required? YES NO
Company name of licensed electrician (if required):

SIGNATURE OF APPLICANT: Brandon S. Eckardt

SIGNATURE OF PROPERTY OWNER:





**AGENDA ITEM #6A**

**STAFF REPORT  
SHIPPING CONTAINER  
1116 NORTH SECOND STREET  
CASE NO. SP-2025-017**

**BY TAYLOR MOORE**

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**APPLICANT:** Brandon Eckardt  
3235 Reed Crossing Place  
St. Charles, MO 63301

**OWNER:** City of St. Charles  
200 North 2<sup>nd</sup> Street  
St. Charles, MO 63301

**ADDRESS/LOCATION:** 1116 North Second Street

**ZONING:** FD—Frenchtown District  
FPD—Frenchtown Preservation District

**PROPOSED USE:** Commercial—Naked Spirits Distillery

**MEETING DATE:** November 17, 2025

**BACKGROUND**

Located in the Frenchtown Preservation District, the subject property is 1116 North Second Street. According to the County’s tax parcels database, the one-story, concrete block commercial building was constructed in 1950, which is outside the district’s period of significance. At the August 18, 2025 Landmarks Board Meeting, the Board approved several alterations to the property; including removing the awning, painting the exterior, and installing shutters on the storefront windows. The applicant is now requesting approval to place a 20’ x 8’ shipping container structure in the rear of the property. The structure is needed to store distilled product for the business “Naked Spirits Distillery”, which is operating the space for use as a tasting room and cocktail restaurant. Accompanying the application are photographs of the proposed shipping container structure as well as a site plan showcasing placement.

**Shipping Container**

While metal-clad buildings are prohibited within the Frenchtown Preservation District, shipping containers may be considered if they meet the requirements listed in [Section 400.290\(D\)\(9\)](#). The code requires shipping container structures to be painted or treated to prevent rust, affixed to a permanent platform, be certified by a Missouri licensed professional engineer as structurally sound, and shall not be utilized as a single-family dwelling. The applicant has agreed to comply with these requirements in order to place a shipping container on the site.

### **APPLICABLE GUIDELINES**

#### **SECTION 400.360: “FPD” FRENCHTOWN PRESERVATION DISTRICT**

D. *Architectural Review for Non-Contributing Properties.* For non-contributing properties as provided by Section 400.340(C), Construction Permits within the Extended Historic Preservation District, every application for a building permit for construction of, additions to and exterior alterations of any building in the district shall be submitted to the HLPARB for review and approval.

### **ARCHITECTURAL DESIGN GUIDELINES FOR THE FRENCHTOWN PRESERVATION DISTRICT**

#### **Chapter V: Guidelines for New Construction and Alterations to Non-Contributing Structures.**

##### Building Form, Mass, and Scale

5.9 A secondary structure shall be similar in form, mass, and scale to secondary structures traditionally seen in the district.

##### Architectural Details:

5.17 Architectural features that provide visual interest to pedestrians is encouraged.  
a. Building facades without ornamentation are inappropriate. It is part of the character of the district to have stylistic elements (cornices, pediments, brackets, dormers, wooden shutters, transom and side lights, etc.) seen on historic structures.

5.20 A new architectural detail should relate to comparable historic elements in general size, shape, scale and finish.

##### Materials:

5.21 Materials shall appear similar in character to those used historically.

5.22 Simple material finishes are encouraged.

#### **Chapter VI: Guidelines for All Projects**

##### Mechanical Equipment & Service Utilities

6.13 Minimize the visual impact of mechanical equipment.  
a. Screen mechanical equipment from view  
b. Mechanical equipment shall not be visible from the street.  
c. Chain link fencing is prohibited as a screening device.

### **STAFF RECOMMENDATION**

The applicant has stated the shipping container structure is needed due to lack of adequate storage capacity at the existing distilling location in the Sawtooth Building, approximately four blocks south of the subject property. The distilling process involves the use of flammable and combustible materials, which are subject to specific separation and containment requirements under the International Fire Code (IFC). As such, on-site storage within the Sawtooth Building would not meet the necessary fire code standards or provide the physical separation required for bulk storage of finished product. Additionally, the storage of distilled product at this property is contingent upon the amendment of CU-2025-18 at the December 8, 2025 Planning & Zoning Commission to add storage as an approved use for the property. The amendment must receive a favorable recommendation from the Planning & Zoning Commission and be voted on by City Council before any storage may occur on site.

The proposed container will be placed on an existing concrete pad at the rear of the property, approximately 10' from the primary structure's rear. Although the Frenchtown District allows accessory structures to be placed as close to zero feet from primary buildings, the proposed 10' setback ensures compliance with fire resistance and safety requirements for outdoor metal storage containers. The applicant has coordinated with both Building Commissioner Dale Nicolas and Fire Marshal James Hill to conform to applicable provisions of the International Building Code (IBC) and the IFC.

Aesthetically, the container will be painted a beige color, consistent with the approved color for the primary structure. Being located behind the primary structure, the shipping container will be minimally visible from the public right-of-way. The applicant has indicate that this storage solution is temporary, with future plans to construct a permanent rear addition to accommodate both distillery operations and product storage. Given the temporary nature of the proposal, compliance with safety codes, and minimal visual impact to the surrounding area, Staff recommends approval of the request, subject to the following conditions:

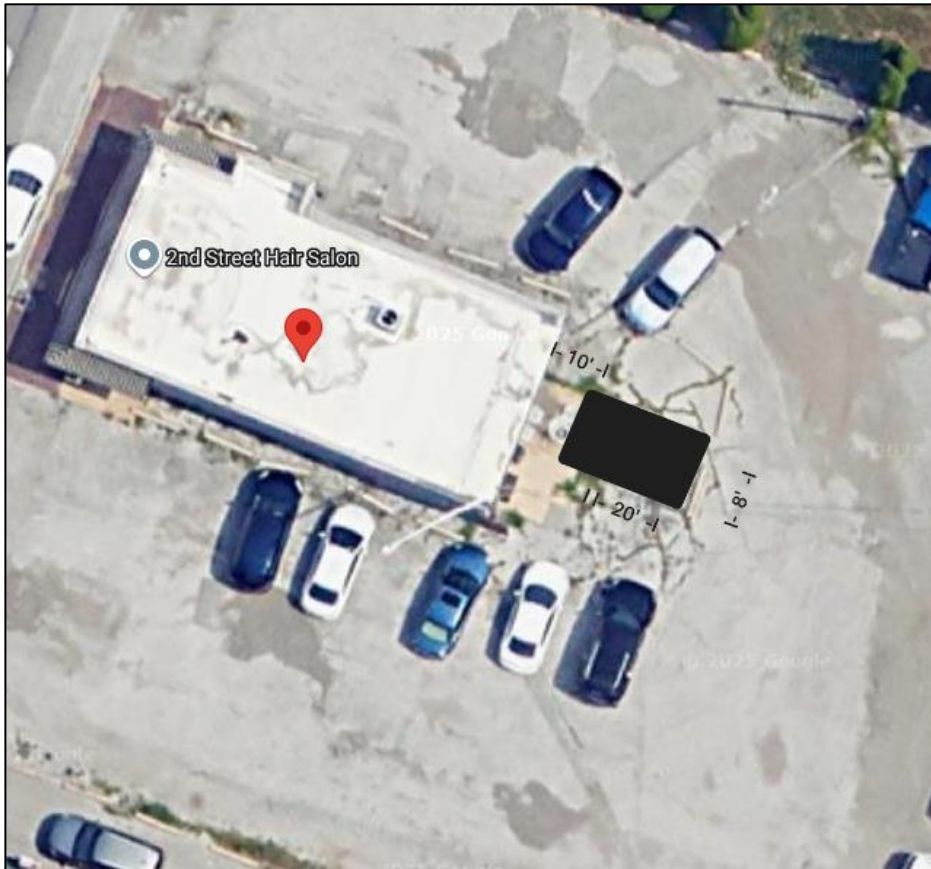
1. The proposed shipping container structure shall meet all requirements in Section 400.290(D)(9).
2. This approval is contingent on the approval of the amendment to Conditional Use CU-2025-09 receiving approval from City Council.

**Recommended Motion:**

**Motion to approve the placement of a storage shipping container in the rear of 1116 North Second Street, subject to the conditions recommended by Staff.**



**Figure 1: 1116 North 2<sup>nd</sup> Street seen currently from the street.**



**Figure 2: Proposed location of storage shipping container on the site.**



**Figure 3: Proposed location of storage shipping container.**



**Figure 4: Example of proposed shipping container to be placed on site.**



**Figure 5: Subject property when traveling north on 2<sup>nd</sup> Street (minimal visibility of proposed shipping container location).**



**Figure 6: Subject property's location.**

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

**ADDRESS OF SUBJECT PROPERTY:** 1116 N 2nd Street, St. Charles, MO 63301

**BUSINESS NAME** (if applicable): Naked Spirits DbA Naked Tiki Distilling

**APPLICANT:** Brandon Eckardt - Naked Spirits

(Name)

3235 Reed Crossing Place, St. Charles, MO 63301

(Address)

314-420-8321 brandon@nakedspirits.com

(Phone & Email Address)

**PROPERTY OWNER:** City of St. Charles

(Name)

200 N 2nd Street, St. Charles, MO 63301

(Address)

636-949-3200

(Phone & Email Address)

#### HISTORIC DISTRICT LOCATION:

Commons Preservation District

Extended Historic Preservation District

Frenchtown Preservation District

Historic Downtown Preservation District

South Main Preservation District

**DATE OF ORIGINAL CONSTRUCTION:** 10/31/25

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Former Hair Salon being renovated to become a tiki lounge and distillery.

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**PROJECT DESCRIPTION** (mark and explain each that may apply):

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: \_\_\_\_\_

Demolish or move structure: \_\_\_\_\_

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): addition of 20' cargo container in the back

Other (briefly explain): \_\_\_\_\_

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**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

This application requests two items. First is signage for the business. The signage would be place above the front door. It will be carved out of wood and would be the company logo.

The logo will be 3'h x 6'w.

The second item is the addition of a cargo container in the rear of the building as shown in the photo. The need for the container is for storage of spirits barrels. The container is vital to the business. Currently, we are producing in the "sawtooth building".

After the lease was signed, we learned we would not be able to store spirits in the building.

The container will be beige in color to match the building and will be placed on a concrete slab already in place on the property.

**APPLICATION SUBMITTAL:**

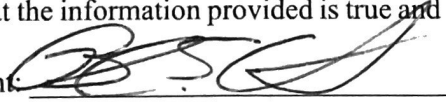
Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

**A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via Landmarks@stcharlescitymo.gov). Directions for digital submittal are attached.** The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant:  Date: 10/31/25

Signature of the property owner: \_\_\_\_\_ Date: \_\_\_\_\_

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

**Application Fees:**

<b>Exterior Changes &amp; Demolitions:</b>	<b>\$50.00</b>
<b>Site Plan (separate application required):</b>	<b>\$200.00</b>





**AGENDA ITEM #6B**

**STAFF REPORT**  
**SINGLE FAMILY DWELLING**  
**DEMOLITION**  
**1203 SOUTH MAIN STREET**  
**CASE NO. D-2025-018**

**BY TAYLOR MOORE**

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**APPLICANT:** Leslie Duncan  
1224 South Main Street  
St. Charles, MO 63301

**OWNER:** Katy Main Associates, LLC  
1224 South Main Street  
St. Charles, MO 63301

**ADDRESS/LOCATION:** 1203 South Main Street

**ZONING:** HCD—Historic Commercial District  
LMPD—Landmarks Preservation District

**USE:** Single Family Residential

**MEETING DATE:** November 17, 2025

**BACKGROUND**

The subject property is the 1½ -story, framed, Craftsman Bungalow styled house with a partial walk-out basement. The property is located at 1203 South Main Street, which is in the Landmarks Preservation District. While property records list the structure's construction date as 1900, this is likely inaccurate. The 1917 City of St. Charles Sanborn Map does not depict a structure on this parcel, though it does identify surrounding historic buildings, such as the structures located at 1219 South Main Street (the Wine Garden property). Additionally, the architectural style of the Craftsman Bungalow was popular between approximately 1900 through 1930. Based on this evidence, it is likely that the structure was constructed sometime within that period, but after 1917.

Most recently, the structure has been utilized as two apartment units; one on the main level and one on the upper level. The lowest level (the walkout basement), has been utilized as a commercial tenant space in the past, but has been vacant for some time. Presently, the structure has been completely unoccupied since the owner purchased the property in October 2025. The applicant is proposing to demolish the existing structure as it is in a state of disrepair on both the exterior and interior due to neglect by the previous owners. After the structure is removed, the applicant plans to construct a new dwelling in its place with a similar footprint. Accompanying the application is a Historical/Architectural Report and existing photos of the property.

The City's Zoning Ordinance requires that as part of an application for demolition, a report analyzing the historical and/or architectural significance of the property must be submitted to the Landmarks Board for review prior to demolition. The report must be written by a professional architect, architectural historian, historic preservation consultant, City planner, archaeologist or art historian. The ordinance requires that the property must be evaluated using the ten criteria provided in Section 400.1280(F), as outlined below. The applicant has provided the written report compliant with the above standard, which is provided with your packet for review.

Note: Each of the ten criteria's have both been evaluated by the Architectural Historian as well as Staff. Provided below are the evaluations of the criteria (applicant's response is in **bold** and staff's analysis is in ***bold italics***):

*Criterion 1: The property's character, interest or value as part of the development, heritage or cultural characteristics of the community, county, state or country.*

- **Applicant:** "The subject property is located within the locally designated Extended Historic Preservation District. This district is not listed on the National Register of Historic Places. As a locally designated district only, the EHPD establishes a boundary within the city with the purpose as stated in the Site Development Review Design Guidelines of the District "to establish a criteria of appearance codes to develop a satisfactory visual appearance within the city, preserve taxable values and promote public health, safety, and welfare." The EHPD does not take into consideration any contributing factors of an individual building to the overall district as a whole. If the area were ever to be surveyed with the intent to be added as its own individual Historic District and apply to be listed in the National Registry, this home would most likely be considered as non-contributing to the district due to its extensive alterations including replacement of original siding, windows, and front porch as well as alteration to the lower level of the home that are all highly visible from South Main Street. As a single-family home, it does not appear to contribute any particular character or interest to the heritage or cultural aspect of the community, County, State or country. Its existence as a single-family home is one of hundreds of single-family homes also located within the Extended Historic Preservation District and in the community as a whole."
- **Staff:** *The structure is located within the Landmarks Preservation District (LMPD) rather than the Extended Historic Preservation District (EHP). However, the LMPD is also a locally designated historic district rather than nationally designated. Despite having slightly more scrutiny than the EHP, the applicant is correct that the structure has experienced too many alterations over time, and would more than likely be considered a non-contributing property if the LMPD were to ever be nationally surveyed. Staff concurs with the applicant's analysis that with these factors, the structure's character is not significant to the heritage or cultural characteristics of the City, State, or Nation.*

Criterion 2: *The property's location as a site of a significant local, county, state or national event.*

- **Applicant:** “When constructed sometime in the early 1900s, this home was not located within the original boundaries of the City of St. Charles. There is no documentation that this location is or has been associated with any significant local, County, State or national event.”
- **Staff:** *Staff concurs with this analysis.*

Criterion 3: *The property's identification with a person or persons who significantly contributed to the development of the community, county, state or country.*

- **Applicant:** “The building does not appear to be associated with any persons who significantly contributed to the development of the community, County, State or country.”
- **Staff:** *Staff concurs with this analysis.*

Criterion 4: *The property's embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous material.*

- **Applicant:** “The original home is considered a Craftsman bungalow style, popular in style between 1900 and 1930. Although some original defining features of the home exist including decorative gable braces at the front gable, many of the original features of the home have been altered or removed. It would not be considered as a study for the Craftsman bungalow style of construction due to these extensive alterations.”
- **Staff:** *Staff concurs with this analysis, as the structure's architectural integrity has been lost over time.*

Criterion 5: *The property's identification as the work of a master builder, designer, architect or landscape architect whose individual work has influenced the development of the community, county, state or country.*

- **Applicant:** “The architect or builder of the current building is unknown.”
- **Staff:** *Staff concurs with this analysis. From review of survey materials and records, there is no connection with this residence to any significant person.*

Criterion 6: *The property's embodiment of elements of design, detailing, materials or craftsmanship which renders it architecturally significant.*

- **Applicant:** “The only elements on the original building that still exist that embody any particular detailing or craftsmanship would be the decorative roof knee braces in the gable ends of the home. These have not been well preserved and the addition of newer siding appears to have covered some of the original detailing of how the braces would have been anchored into the home. Any other particularly distinct characteristics of a Craftsman bungalow style home have been significantly altered or removed from the building.”
- **Staff:** *Staff concurs with this analysis.*

Criterion 7: *The property's embodiment of design elements that make it structurally or architecturally innovative.*

- **Applicant:** “The structure is a single-family home and many other examples of Craftsman bungalow style homes exist throughout the City of St. Charles within the local Extended Preservation Historic District as well as other nationally listed Historic Districts. There are no elements on this home that embody any particular detailing or craftsmanship that would be structurally or architecturally innovative.”
- **Staff:** *Staff concurs with this evaluation. Majority of the architectural style's character defining features have been lost over time.*

Criterion 8: *The property's unique location or singular physical characteristics that make it an established or familiar visual feature of the neighborhood, community or city.*

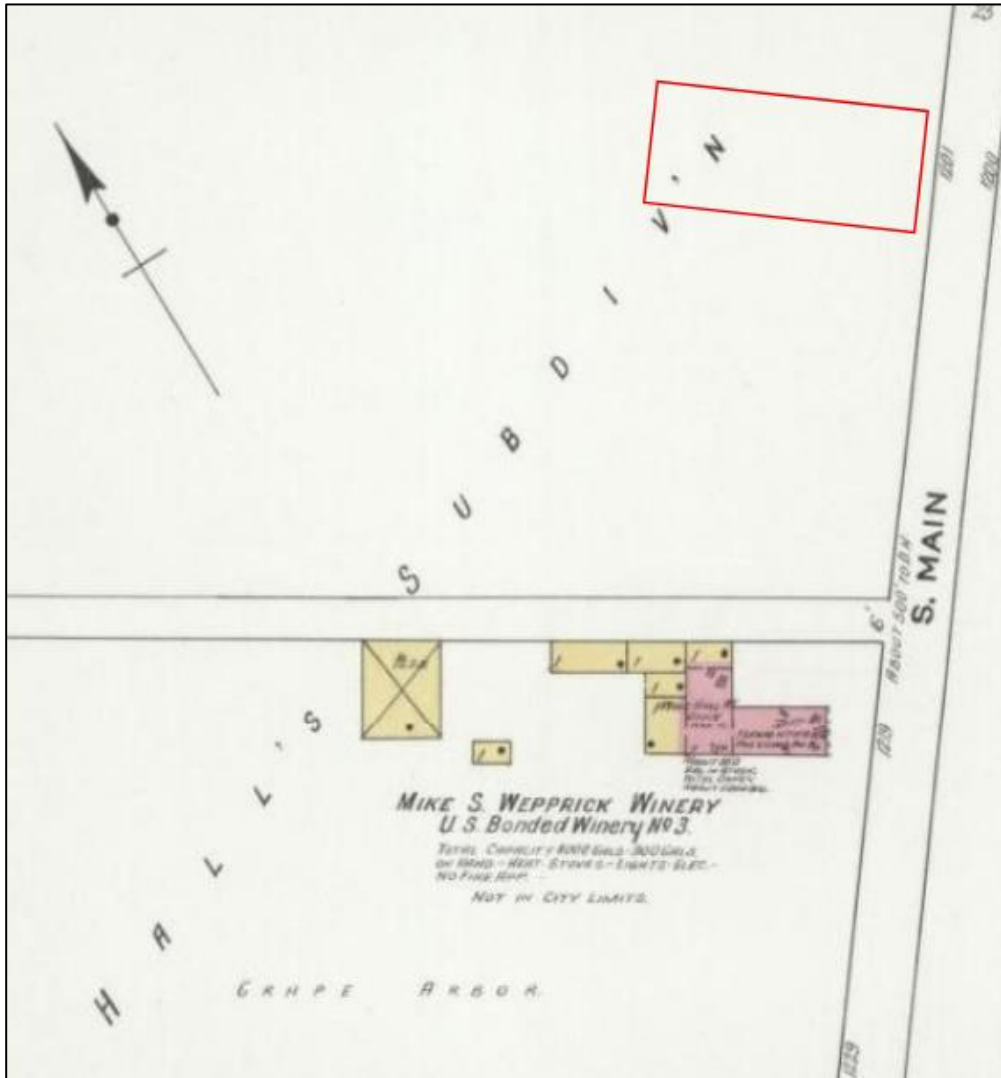
- **Applicant:** “There are other single-family homes on this particular block of South Main Street similar in nature to the property at 1203 S. Main. Those properties to both the north and the south of this property are currently well maintained. The only particular reason that this building may be familiar along the block would be due to its current state of disrepair and for its lower-level commercial entrance that is not a feature of adjacent homes on the block. This is also the only building along the west side of the street that has a front driveway/parking area located with access from South Main Street. However, none of these features speak to any particular historic character of the home and were most likely not original features to the home at the time of its construction.”
- **Staff:** *Staff concurs with this analysis*

Criterion 9: *The property's character as a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses; accessory buildings such as summer kitchens, smokehouses, or barns; public buildings; institutional offices; or other commercial structures, with a high level of integrity or architectural significance.*

- **Applicant:** “The current structure has been altered from its original construction in both configuration, materials and detailing. The structure is a single-family home and many other examples of Craftsman bungalow style homes exist throughout the City of St. Charles within the local Extended Preservation Historic District as well as other nationally listed Historic Districts. There are many other homes with Craftsman bungalow features that have been better preserved than this particular home.”
- **Staff:** *Staff concurs, as the structure is not a utilitarian structure.*

Criterion 10: *The fact that it has yielded, or may be likely to yield, information important in history.*

- **Applicant:** “The building was constructed as a single-family home. It has not and is not likely to yield any information important to history.”
- **Staff:** *Staff concurs with this analysis.*



**Figure 1: May 1917 Sanborn Map showcasing no building on the property.**

### **SECTION 400.1280: CERTIFICATES OF DEMOLITION OR REMOVAL**

- A. Except as otherwise provided in 400.1280(B), no permit for the demolition or removal of an historic landmark or any structure within an historic district shall be issued by the Department of Community Development until a certificate of demolition or removal has been issued by the HLPARB. Application forms for certificates of demolition or removal shall be prepared by the HLPARB.
- B. In the case of structures less than fifty (50) years old located within an historic district, applications for demolition or removal shall be issued a demolition permit without a certificate of appropriateness, unless the Director of Community Development determines that the property may have extraordinary significance and refers the question to the HLPARB.
- C. *Notices.* Where an application has been received for the demolition or removal of a structure, the Department of Community Development shall post a placard in a visible place upon the property at least seven (7) days prior to the meeting. Said placard shall

describe the pending application for demolition of the building or structure, and the date, time and place of the meeting wherein the application shall be considered by the HLPARB. In addition, the Councilmember of the ward where the site of the proposed demolition is located shall receive a copy of the application and accompanying documents. Posting of the placard and notice to the Councilmember shall be mandatory and shall be a condition precedent to HLPARB review of the application. If the placard has not been posted, or if the Councilmember has not been notified, then the application shall be held over to the next meeting of the HLPARB.

- D. The HLPARB shall review the application and either issue or deny the certificate of demolition or removal within 30 days of the meeting when the HLPARB receives the application. Written notice of the approval or denial of the application for a certificate of demolition or removal shall be provided the applicant within seven days following the determination, and shall be accompanied by a certificate of demolition or removal in the case of an approval.
- E. *Historical/architectural report.* As part of any application for demolition or removal, a report analyzing the historical and/or architectural significance of the property shall be submitted for review of the HLPARB. Submission of the report to the HLPARB shall be mandatory and shall be a condition precedent to HLPARB review of the application. The report shall address each of the ten criteria for historical architectural significance provided in Section 400.1280(F). The report shall be written by a professional architect, architectural historian, historic preservation consultant, city planner, archaeologist, or art historian.
- F. *Standards for review.* In considering an application for a certificate of demolition or removal, the HLPARB shall be guided by the following criteria as general standards in determining if the structure is historically significant, in addition to any design guidelines in the ordinance designating the landmark or historic district:
  - 1. Its character, interest or value as part of the development, heritage or cultural characteristics of the community, county, state or country;
  - 2. Its location as a site of a significant local, county, state or national event;
  - 3. Its identification with a person or persons who significantly contributed to the development of the community, county, state or country;
  - 4. Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous material;
  - 5. Its identification as the work of a master builder, designer, architect or landscape architect whose individual work has influenced the development of the community, county, state or country;
  - 6. Its embodiment of elements of design, detailing, materials or craftsmanship which renders it architecturally significant;
  - 7. Its embodiment of design elements that make it structurally or architecturally innovative;
  - 8. Its unique location or singular physical characteristics that make it an established or familiar visual feature of the neighborhood, community or city;
  - 9. Its character as a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses; accessory buildings such as summer kitchens, smokehouses, or barns; schools; churches; public buildings; institutional

- offices; or other commercial structures, with a high level of integrity or architectural significance; and/or
10. The fact that it has yielded, or may be likely to yield, information important in history.
- G. Should the HLPARB determine that the structure is historically significant, then the HLPARB shall proceed to consider whether the preservation of the structure is technologically and economically feasible. In determining whether the preservation of the structure is technologically and economically feasible the HLPARB shall consider the following criteria:
1. A report from a registered professional engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation;
  2. Estimated market value of the property in its current condition; after completion of the proposed demolition or removal; after any changes recommended by the HLPARB; and, in the case of a proposed demolition, after renovation of the existing property for continued use prepared by a licensed real estate appraiser;
  3. A detailed cost estimate, broken down by category, of the cost to rehabilitate or reuse the existing structure. Such estimate shall be provided by a registered professional architect or engineer, architectural conservator, developer, real estate consultant, appraiser, or licensed building contractor experienced in rehabilitation;
  4. Assessed value of the property according to the two (2) most recent assessments;
  5. Real estate taxes of the previous two (2) years;
  6. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit Corporation, limited partnership, joint venture, or other;
  7. Any other information which may be reasonably obtained which is considered necessary by the HLPARB to make a determination as to whether the property does yield, or may yield, a reasonable return to the owners.

#### **STAFF RECOMMENDATION – HISTORICAL SIGNIFICANCE**

While the subject property is located along South Main Street within the Landmarks Preservation District (LMPD), the portion of South Main extending south of Boone’s Lick Road differs significantly in character from the northern blocks of South Main. This area contains a mix of new infill construction, mid-20<sup>th</sup> century development, and vacant parcels, creating a streetscape that no longer maintains the same level of historic integrity as the north portion of South Main (the blocks within the South Main Preservation District).

The subject structure, though listed with an early construction date, has been substantially altered over time. The building has lost a majority of its original architectural features, including the original siding, windows, and porch, and no longer accurately reflects its historic appearance. If this portion of the LMPD were to ever be formally surveyed for a Nation Register Historic District, it is likely that the structure would be considered non-contributing due to the extent of these alterations and loss of defining features.

Based on the above findings, it is Staff’s opinion that the structure does not possess sufficient architectural or historical significance to warrant preservation. Staff recommends that the structure be found not historically significant and that removal of the building be permitted.

**Recommended Motions:**

**Motion to find the structure at 1203 South Main Street to be historically significant.** (Staff recommends that this structure **IS NOT** found historically significant).

If the Board disagrees and finds that the structure is in fact **historically significant**, the Board must then proceed to considering whether the preservation of the structure is *technologically and economically feasible*. In determining whether the preservation of the structure is technologically and economically feasible, the HLPARB shall consider the following criteria as outlined via Section 400.1280(G). At this time, the applicant has not provided the needed information for this section, believing the structure will not be considered historically significant.



**Figure 2: Subject structure seen from South Main Street currently.**



**Figure 3: Rear of subject structure seen currently.**



**Figure 4: Existing photo detailing non-original siding & other non-original details.**



**Figure 5: Subject property's location.**

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

**ADDRESS OF SUBJECT PROPERTY:** \_\_\_\_\_ 1203 S. Main St. \_\_\_\_\_

**BUSINESS NAME** (if applicable): \_\_\_\_\_

**APPLICANT:**

Leslie Duncan

\_\_\_\_\_  
(Name)

1224 S. Main St., St. Charles, MO 63301

\_\_\_\_\_  
(Address)

415-706-0754 lesliebee519@gmail.com

\_\_\_\_\_  
(Phone & Email Address)

**PROPERTY OWNER:**

Katy Main Associates, LLC

\_\_\_\_\_  
(Name)

same

\_\_\_\_\_  
(Address)

same

\_\_\_\_\_  
(Phone & Email Address)

**HISTORIC DISTRICT LOCATION:**

Commons Preservation District

Extended Historic Preservation District

Frenchtown Preservation District

Historic Downtown Preservation District

South Main Preservation District

**DATE OF ORIGINAL CONSTRUCTION:** \_\_\_\_\_ approx. 1900 \_\_\_\_\_

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

1 1/2 story wood framed structure, Craftsman bungalow style, partial walk out basement at South Main St. Existing structure has had extensive alterations over time. Most recently the building has been used as two apartment units- one on the main level and one on the upper level; lowest level has been used for commercial tenant in the past. Current building is now vacant. Original materials and features of the home have been removed or replaced with non-historic elements including siding, windows, and porch/decks. Lowest level storefront infill also not original to the building. Current structure is in a state of disrepair on both the exterior and the interior due to neglect by previous Owner/tenants.

**PROJECT DESCRIPTION (mark and explain each that may apply):**

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: \_\_\_\_\_

Demolish or move structure: Demolish the current structure in its entirety

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): \_\_\_\_\_

Other (briefly explain): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

Demolish the current structure in its entirety  
\_\_\_\_\_  
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**APPLICATION SUBMITTAL:**

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

**A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via [Landmarks@stcharlescitemo.gov](mailto:Landmarks@stcharlescitemo.gov)). Directions for digital submittal are attached.** The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: Leslie Duncan Date: 10/26/2025

Signature of the property owner: Leslie Duncan Date: 10/26/2025

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

**Application Fees:**

<b>Exterior Changes &amp; Demolitions:</b>	<b>\$50.00</b>
<b>Site Plan (separate application required):</b>	<b>\$200.00</b>



602 N. Benton Ave.  
St. Charles, MO 63301

Project Name: **Historical/Architectural Report – Existing Home**

Project Location: 1203 South Main St.  
St. Charles, MO 63301

October 26, 2025

The subject of this report is a building located at 1203 South Main Street in St. Charles, Missouri. The Owner of the property is seeking approval from the City of St. Charles to demolish the existing building on the property. This report is part of an application to the Historic Landmarks Preservation and Architectural Review Board to determine the historic significance of the structure that is proposed to be demolished.

### **Building Information**

The property at 1203 S. Main St. is located within the Extended Historic Preservation District of the City of St. Charles. The Extended Historic Preservation District is a locally designated historic district only. Unlike other historic districts in St. Charles, such as the St. Charles Historic District (which encompasses historic Main Street) or the Frenchtown Historic District, the Extended Historic Preservation District is not listed on the National Register of Historic Places as a district. The property at 1203 S. Main St. is also not listed as an individual property on the National Register of Historic Places.

Property records indicate that the structure was built in 1900. This is most likely not an accurate construction date. The city limits in 1900 were located just north of the property along a street called Limit Ave. (most likely present day Reservoir St.) The area to the south of Limit Ave. in 1900 was surveyed as part of Hall's Subdivision and only the Wepprich Winery property and buildings are shown on the Sanborn map of that time period. Even as recently as the publication of the 1917 Sanborn map, no structure is shown to exist on the property. Adjacent properties to the north and south are listed in their property records as constructed in 1895 for 1201 S. Main St. and as 1910 for 1205 S. Main St. Neither of these properties are shown in the 1917 Sanborn map as well. It is possible that the subject property was constructed in 1900, but not included as part of the survey due to its location outside of the city limits at the time. However, no concrete evidence exists of the exact construction date of the home. The style of the home would be classified as a Craftsman bungalow which was a popular style of home construction between 1900 to 1930, indicating that the home was most likely constructed sometime during this time period.

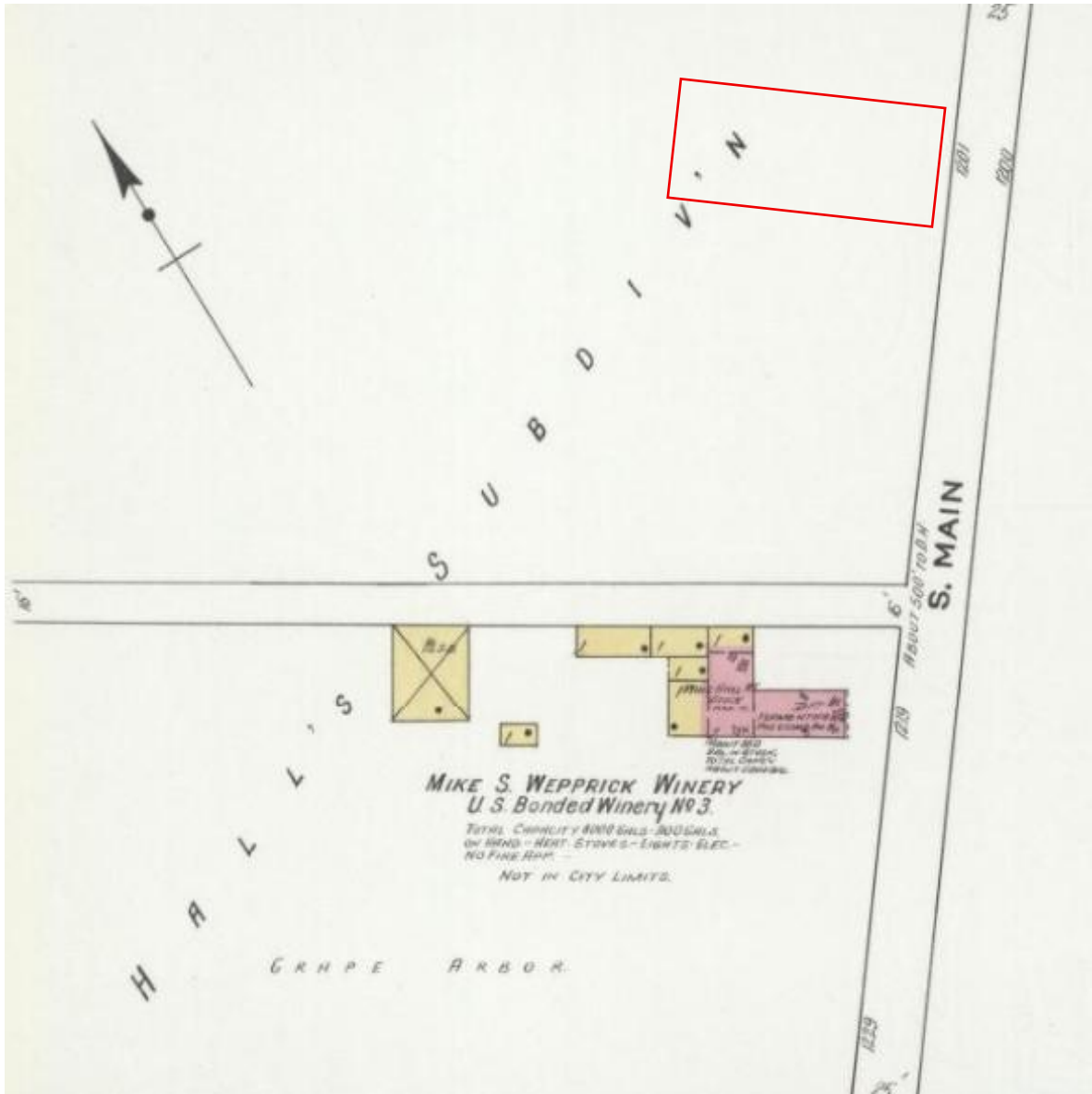
The current structure on the property is a 1 ½ story wood framed building with walk out basement. The terrain of the site is steep with the lowest basement level having access at South Main Street and the main level of the building one story above accessed at grade from the rear of the property. There is also a concrete stair from the South Main Street side to access the front porch/deck of the home. The home is currently clad in a hardboard lap siding with a wood grain texture with about a 6" siding exposure. This would not have been the original cladding material of the home. Craftsman style homes with lap siding would typically have been clad in a narrower lap wood siding with a smooth finish. The windows are mostly 1/1 aluminum double or single hung windows which are also not original to the home. Windows in Craftsman style homes

would have been wood and typically feature divided lights, particularly in the upper sash of the window. There are two windows on the rear of the home that are wood with a 2/2 configuration. These windows may be original to the home and indicative of the original style/configuration of other windows on the home at the time of its construction. The home has a low-pitched gable roof facing the front of the house with decorative braces in the gables. The eaves of the roof have exposed rafters. The home features roof dormers to both the north and the south at the upper half story that appear to be part of the original design and construction of the home. All of these features are a good embodiment of Craftsman bungalow design. The roof is clad in asphalt shingles. There is a front porch/deck that stretches across the entire front of the home along South Main Street. While a porch was most likely an original feature of the home, the current porch and deck do not appear to be original to the home and do not have any features that match the Craftsman style of the rest of the home. Craftsman porches would have features that match the main structure of the house including similar lap siding or decorative shake siding in the gable end. This porch has a wood grain panel with a faux vertical siding look, likely a product referred to as T1-11 siding that was not manufactured at the time of the construction of the home. There are no decorative gables supporting the porch roof. Craftsman porches also would feature larger decorative columns sometimes with a brick or stone base. The columns also could be tapered and would have trim detailing at the top and base. This porch has exposed treated lumber columns with no decorative elements. The basement of the home is a walk out with an entry from South Main Street to the east and a parking pad/driveway in front. This also does not appear to be an original feature of the home. There is a full glass door with full glass sidelights to either side and infilled siding panels that has been added across three quarters of the front of the basement. The door is more of a commercial appearance and may have featured more glass to either side of the sidelights at some point. There is currently a diagonal wood siding in a portion of this storefront infill. The interior of the basement also does not have the same height for the entire footprint of the home. The rear of the basement to the west is a crawl space and the front of the basement to the east that faces south main has been lowered to a full height basement to support this storefront entry. The exposed foundation at the front along South Main Street also has indications that the original grade most likely was at the height of the top of the door frame for the current walk out. There are two wood windows at this basement level only 12" in height that appear original as well. The foundation has been parged with cement but the interior is stone for a portion, most likely indicating that the original foundation was an exposed stone which is also a common feature in Craftsman style bungalows. The rear of the home has been greatly altered from its original configuration. An upper-level window has been converted to a sliding glass door and a walk-out deck stretches across the back of the home accessed from this door. The deck while deteriorated does not appear to have been constructed original to the home as it's railing conflicts with the gable roof detailing and the posts and balusters are not indicative of a craftsman style. There is also a small one-story addition at the rear that has a low slope shed roof and slab on grade foundation. It is butted up against what appears to be an original window. The rear has two non-matching doors at the main level, one of which is covered by a modern storm door, hiding any of its original features to the exterior.

Most likely constructed as a single-family residence, most recently the structure has been divided into two apartments, one on the main level of the home and one occupying the upper level. Each have a separate entrance with the upper apartment only accessible from the rear of the property. The walk out basement is currently vacant and mostly unfinished, but appears to have supported a commercial venture at some point. A recent real estate listing suggests that the lowest level also was/could be used as an additional apartment unit although currently there are not finishes or plumbing facilities to support that claim.



Current Aerial Map, City of St. Charles GIS Mapping Services  
Subject property outlined in blue



Sanborn Map, May 1917

No building indicated on property, approx.. property location outlined in red





Existing Photo, Oct. 2025 – View From South Main Street, photo shows wood front porch/deck most likely not original to home construction. Alteration to the basement level to add storefront entry, also not original to home.



Existing Photo, Oct. 2025 – View from Rear, photo shows sliding glass door & upper-level deck, features that were most likely not original to the home. 2/2 wood windows at first level may be original.



Existing Photo, Oct. 2025 – View from Rear & south side, photo shows rear addition to home



Existing Photo, Oct. 2025 - detail showing wood grain siding (not original to home), decorative gable braces & exposed rafter tails (most likely original to home construction)

## Historic Criteria Review

As part of an application for demolition, any structure located within a Historic District that is greater than 50 years of age requires a report analyzing the historical/architectural significance of the property. The standards for review are as outlined per City of St. Charles Ordinance 400.1280(F).

### Standards for Review:

- 1. Its character, interest or value as part of the development, heritage or cultural characteristics of the community, County, State or country.** The subject property is located within the locally designated Extended Historic Preservation District. This district is not listed on the National Register of Historic Places. As a locally designated district only, the EHPD establishes a boundary within the city with the purpose as stated in the Site Development Review Design Guidelines of the District “to establish a criteria of appearance codes to develop a satisfactory visual appearance within the city, preserve taxable values and promote public health, safety, and welfare.” The EHPD does not take into consideration any contributing factors of an individual building to the overall district as a whole. If the area were ever to be surveyed with the intent to be added as its own individual Historic District and apply to be listed in the National Registry, this home would most likely be considered as non-contributing to the district due to its extensive alterations including replacement of original siding, windows, and front porch as well as alteration to the lower level of the home that are all highly visible from South Main Street. As a single-family home, it does not appear to contribute any particular character or interest to the heritage or cultural aspect of the community, County, State or country. It’s existence as a single-family home is one of hundreds of single-family homes also located within the Extended Historic Preservation District and in the community as a whole.
- 2. Its location as a site of a significant local, County, State or national event.** When constructed sometime in the early 1900s, this home was not located within the original boundaries of the City of St. Charles. There is no documentation that this location is or has been associated with any significant local, County, State or national event.
- 3. Its identification with a person or persons who significantly contributed to the development of the community, County, State or country.** The building does not appear to be associated with any persons who significantly contributed to the development of the community, County, State or country.
- 4. Its embodiment of distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous material.** The original home is considered a Craftsman bungalow style, popular in style between 1900 to 1930. Although some original defining features of the home exist including decorative gable braces at the front gable, many of the original features of the home have been altered or removed. It would not be considered as a study for the Craftsman bungalow style of construction due to these extensive alterations.
- 5. Its identification as the work of a master builder, designer, architect or landscape architect whose individual work has influenced the development of the community, County, State or country.** The architect or builder of the current building is unknown.
- 6. Its embodiment of elements of design, detailing, materials or craftsmanship which renders it architecturally significant.** The only elements on the original building that still exist that embody any particular detailing or craftsmanship would be the decorative roof knee braces in the gable ends of the home. These have not been well preserved and the addition of newer siding appears to have covered some of the original detailing of how the braces would have been anchored into the home. Any other particularly distinct characteristics of a Craftsman bungalow style home have been significantly altered or removed from the building.
- 7. Its embodiment of design elements that make it structurally or architecturally innovative.** The structure is a single-family home and many other examples of Craftsman bungalow style homes exist throughout the City of St. Charles within the local Extended Preservation Historic District as well as other Nationally listed Historic Districts. There are no elements on this home that embody any particular detailing or craftsmanship that would be structurally or architecturally innovative.
- 8. Its unique location or singular physical characteristics that make it an established or familiar visual feature of the neighborhood, community or City.** There are other single-family homes on this particular block of South Main Street similar in nature to the property at 1203 S. Main. Those properties to both the north and the south of this property are

currently well maintained. The only particular reason that this building may be familiar along the block would be due to its current state of disrepair and for its lower-level commercial entrance that is not a feature of adjacent homes on the block. This is also the only building along the west side of the street that has a front driveway/parking area located with access from South Main Street. However, none of these features speak to any particular historic character of the home and were most likely not original features to the home at the time of its construction.

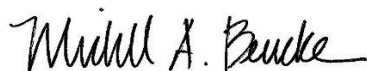
**9. Its character as a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses; accessory buildings such as summer kitchens, smokehouses or barns; schools; churches; public buildings; institutional offices; or other commercial structures with a high level of integrity or architectural significance.** The current structure has been altered from its original construction in both configuration, materials and detailing. The structure is a single-family home and many other examples of Craftsman bungalow style homes exist throughout the City of St. Charles within the local Extended Preservation Historic District as well as other Nationally listed Historic Districts. There are many other homes with Craftsman bungalow features that have been better preserved than this particular home.

**10. The fact that it has yielded, or may be likely to yield, information important in history.** The building was constructed as a single-family home. It has not and is not likely to yield any information important to history.

### Summary

This report does not find the current building located at 1203 S. Main Street to be a significant architectural or historical resource based on the established standards of review. While the home is located within the locally designated Extended Historic Preservation District, if the area were ever to be surveyed to be added as its own individual Historic District and apply to be listed in the National Registry, this home would most likely be considered as non-contributing to the district due to its extensive alterations including replacement of original siding, windows, and porch as well as alteration to the lower level of the home. The demolition of this building does not compromise any current historical status of a district nor would it likely have any impact on a future survey to establish a new district in the area.

Respectfully submitted:



Micki Beucke  
Little Hills Architecture, LLC



**STAFF REPORT  
NEW SINGLE FAMILY DWELLING  
524 NORTH 8<sup>TH</sup> STREET  
CASE NO. SP-2025-015**

**BY TAYLOR MOORE**

---

**APPLICANT:** Justin Wallace  
1315 Diehr Road  
Wentzville, MO 63385

**OWNER:** Same

**ADDRESS/LOCATION:** 524 North 8th Street

**ZONING:** R-1E—Single-Family Residential District  
CPD— Commons Preservation District.

**USE:** Vacant Single-Family Residential Lot

**MEETING DATE:** November 17, 2025

**BACKGROUND**

The subject property is 524 North 8th Street which is located in the Commons Preservation District. The property previously contained a one-story, framed, ranch-style house that was built in 1938 and was considered a contributing resource to the Commons Neighborhood National Historic District. In September 2020, the Landmarks Board concluded that due to significant deterioration, including damage to the primary load-bearing members, extensive water damage, and evidence of termite infestation, the rehabilitation of the structure was not economically or technologically feasible. The structure was then permitted to be demolished, and the property has remained vacant since. The applicant is requesting approval to construct a new two-story single-family dwelling with a detached two-car garage on the property. Submitted with the application are architectural elevations, a site plan, and current photographs of the property.

**APPLICABLE DESIGN GUIDELINES**

**SECTION 400.370: “CPD” COMMONS PRESERVATION DISTRICT**

*C. Architectural Review for Contributing Properties.*

1. No person shall alter the exterior appearance of any building without first obtaining a certificate of appropriateness from the Historic Landmarks Preservation and Architectural Review Board (HLPARB). . . In reviewing applications for a certificate of appropriateness, design guidelines adopted for the district by the HLPARB and City Council shall be used.
2. Every application for a building permit for construction of, additions to and exterior alterations of any contributing building or structure and for every new structure shall be submitted to the HLPARB for issuance of a certificate of appropriateness.

## **Design Guidelines for the St. Charles Commons Neighborhood**

### **Chapter 5: New Construction**

#### **Site Design Standards**

- 5.1 Orient the front of a primary structure toward the street.
- 5.2 New buildings should be setback from the street about the average distance of building setbacks on the block.
  - a. Typically, buildings in the Commons Neighborhood had shallow setbacks from the street right-of-way and small front yards. Traditionally, front porches were often within “conversation distance” of public sidewalks.

#### **Building Scale Standards**

- 5.3 New buildings should be constructed to reinforce a sense of human scale, similar in scale to that established in the block.
  - a. The front of a building should include a one-story element, such as a porch.
- 5.4 Build to heights similar to those found historically in the district.
- 5.5 New buildings should be constructed of similar width to that of nearby historic buildings.
- 5.6 Wall-to-window ratio should be similar to that found in historic structures in the district.
  - a. Large surfaces of glass are inappropriate in residential areas.
  - b. Large glass areas should be divided into smaller windows.
- 5.7 City zoning codes limit the square footage of new accessory buildings to no more than one half the ground floor area of the main building on the lot.

#### **Building Form Standards**

- 5.8 Use building forms traditionally found on the block.
  - a. Simple rectangular shapes are most common. Complex or irregular building shapes are usually appropriate for only late Victorian buildings which had more elaborate massing.
- 5.9 Use roof forms similar to those traditionally found on the block.
  - a. Gable and hip roofs are most appropriate for primary buildings.
- 5.10 New buildings should have proportions of façade height to width similar to traditional buildings in the block.

#### **Building Details**

- 5.11 Use of traditional materials, such as red brick, wood, and limestone, is strongly encouraged for primary building materials.
  - a. New materials that are similar in character to traditional materials may be acceptable with appropriate detailing.
  - b. New materials should appear similar in scale, proportion, texture, and finish to those used historically.
  - c. Cinder block, particle board, and roll roofing are not permitted for exterior finish of new buildings.
- 5.12 Doors, windows, and porches should be of sizes and proportions as traditionally found on the block and the area.
  - a. Windows in vertical emphasis are encouraged.

### **STAFF RECOMMENDATION**

The proposed new residence will be appropriately situated on the lot and will restore a consistent streetscape pattern along North 8<sup>th</sup> Street. The former residence of the property was set significantly further back from the street than typical within the district, creating a visual gap in the otherwise uniform facades of the Commons Neighborhood streets. The proposed dwelling will be oriented toward the street with a setback more in keeping with the surrounding historic properties, thereby improving the relationship of the site with adjacent properties and complying with design guidelines of the Common Preservation District.

The design if the new home incorporates several features that reflect the architectural character of the surrounding district. The front façade will feature a full-width, brick-based porch supported by square columns, a design element that draws from the traditional front porches seen on historic dwellings. While the porch roof is proposed to be standing seam metal rather than shingle, this element is considered appropriate by Staff as it subtly distinguishes the new construction from original historic structures, all while maintaining similar size and scale.

The new residence will be clad in white, vinyl lap siding with vinyl double-hung windows and feature an asphalt shingle roof. The proposed materials and proportions are consistent with those found throughout the neighborhood and are in keeping with the district's residential character. A wooden front door has been chosen by the applicant and will feature a six grid window that incorporates 2/3 of the door. Light fixtures for the porch and back deck have yet to be selected, but the applicant has stated they are searching for appropriate designs for the historic character of the neighbored. The existing asphalt driveway will be replaced with a new concrete driveway, which will extend along the south side of the house to the rear of the lot to access the location of a proposed detached garage. In addition to the driveway improvements, the applicant has stated they plan to fence the backyard with a 6' white vinyl privacy fence. This installation will require a fence permit to be submitted to the City and receive approval from Planning & Zoning Staff. However, the subject property is not a corner lot, and therefore the fence will be administratively approved rather than require special approval from the Board.

The proposed 2-car garage will be located at the rear of the property, consistent with traditional outbuilding placements in the district. As there is no alley access along this block, the garage openings will face the rear of the primary structure and align with the extended driveway. The garage will feature materials and finishes that match the primary residence, including vinyl siding and asphalt shingles. This will ensure a cohesive appearance between the two new structures on the site. The proposed doors of the garage will be white paneled overhead doors. Similar to the primary structure, light fixtures have yet to be selected by the applicant for the garage. Likewise, they are proposed to match the design of the fixtures selected for the house.

Overall, Staff finds that the proposed new construction is compatible in scale, massing, and materials with the surrounding historic district. The new single-family dwelling and garage will be an improvement to a vacant lot that is in the center of the dense Commons Preservation District. Due to the new construction complying with the guidelines for the district and enhancing the visual continuity of the streetscape, Staff recommends approval of the project, subject to the following conditions:

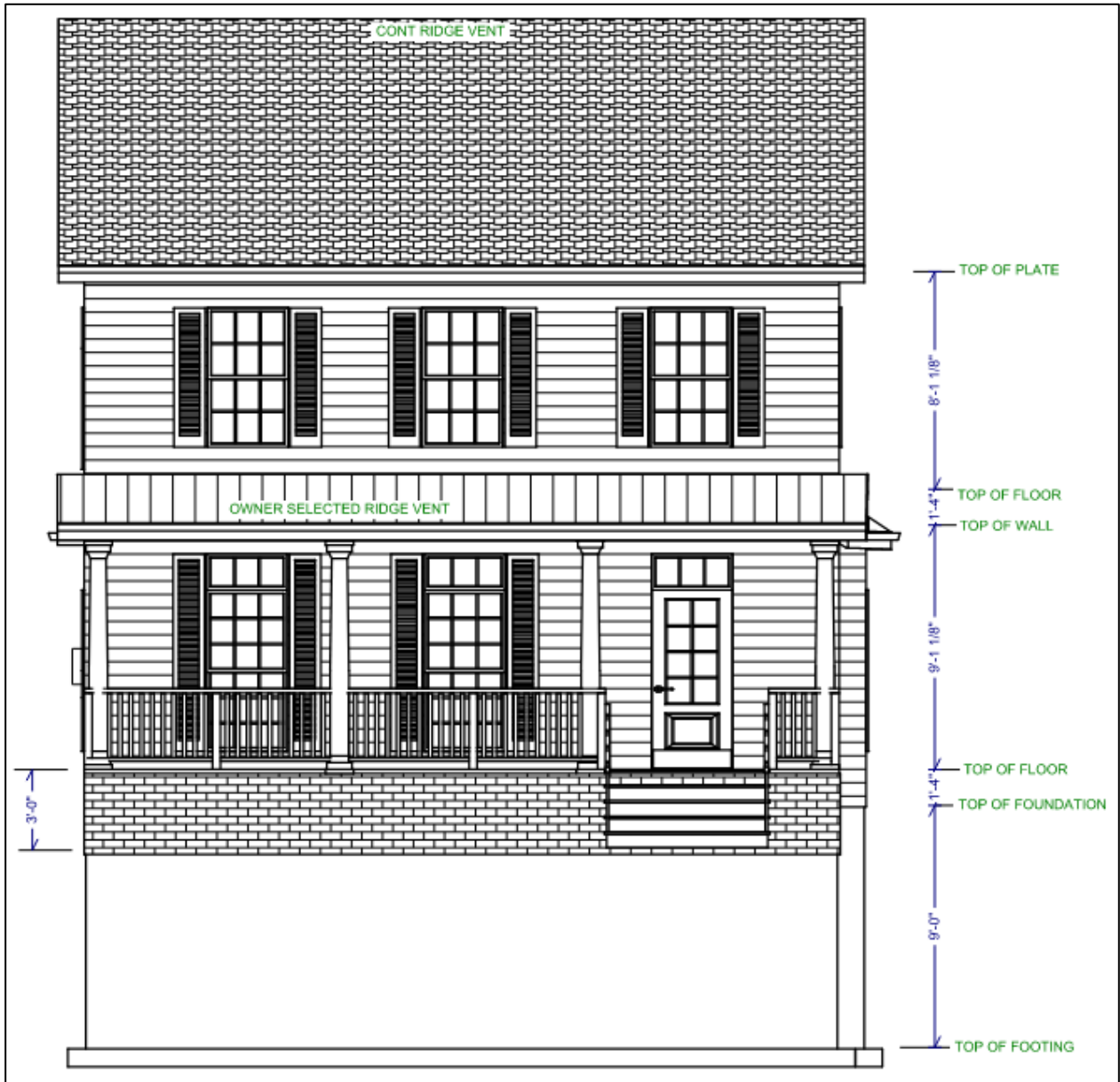
1. The light fixtures for the new construction be an appropriate design for the district.
2. The proposed fence requires a Fence Permit with review and approval from the City.

**Recommended Motions:**

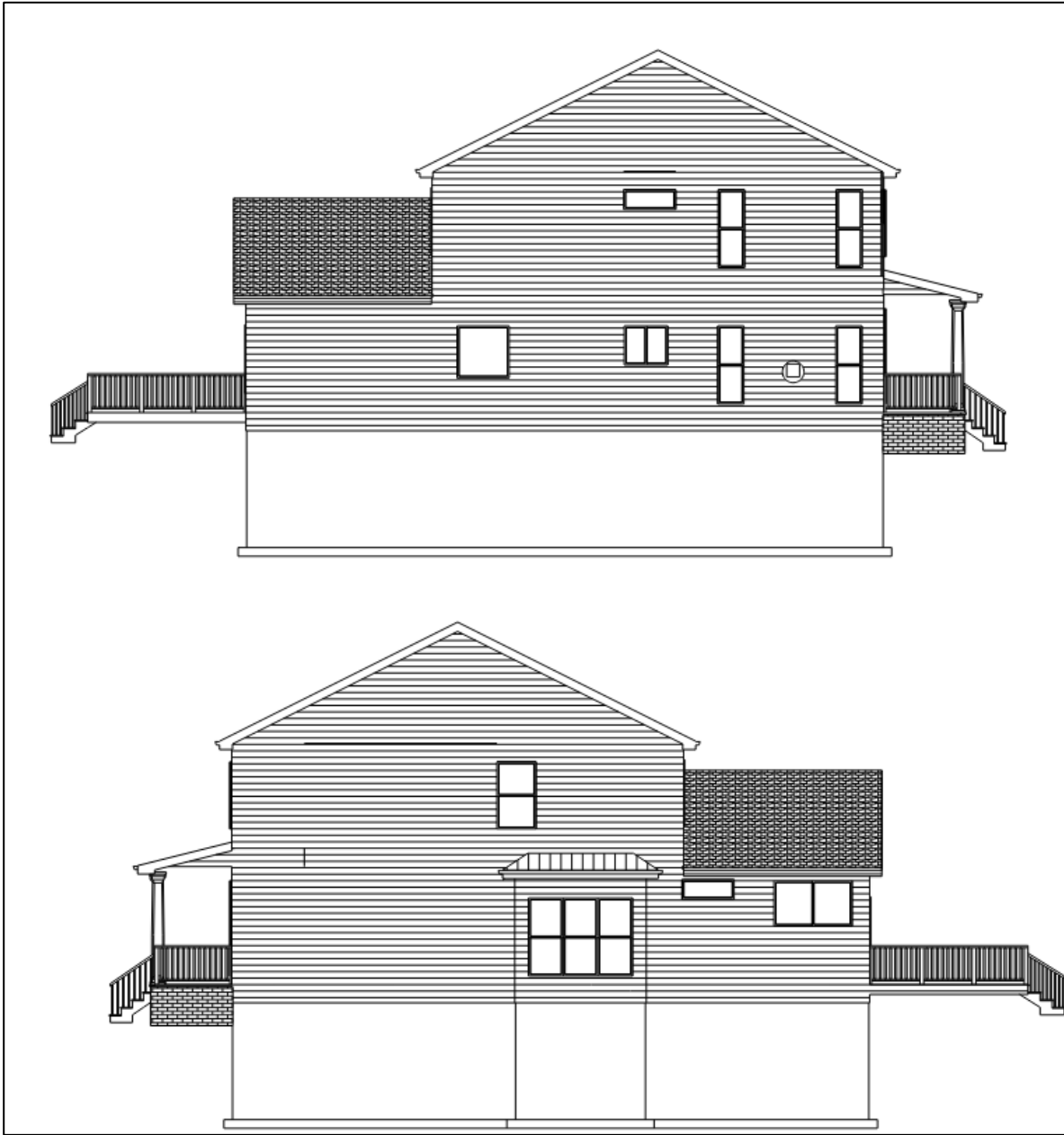
**Motion to approve the construction of a new single-family dwelling, new 2-car garage, and extended concrete driveway at 524 North 8<sup>th</sup> Street, subject to the conditions recommended by Staff.**



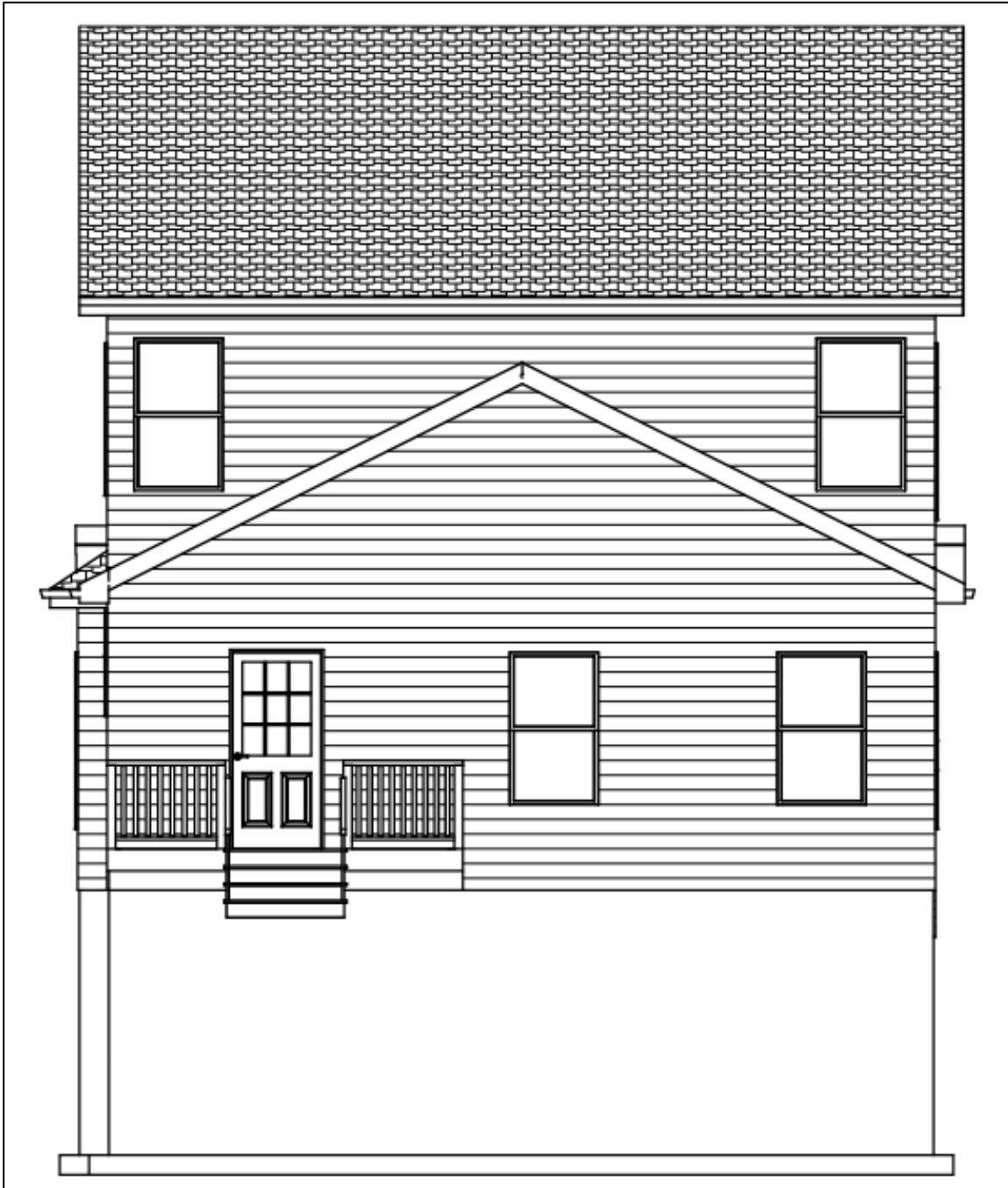
**Figure 1: Subject property seen currently.**



**Figure 2: Proposed front elevation for new home (west elevation).**



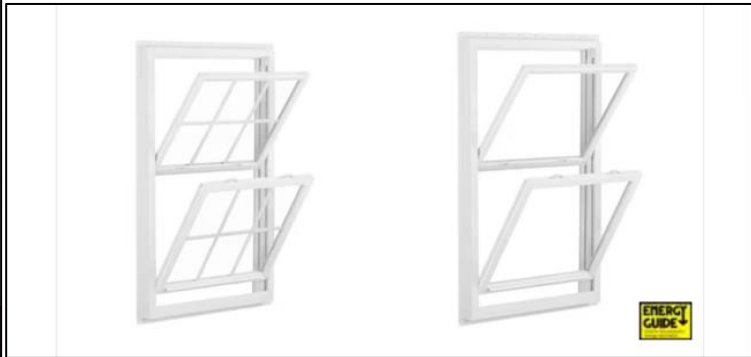
**Figure 3: Proposed side elevations (north above, south below).**



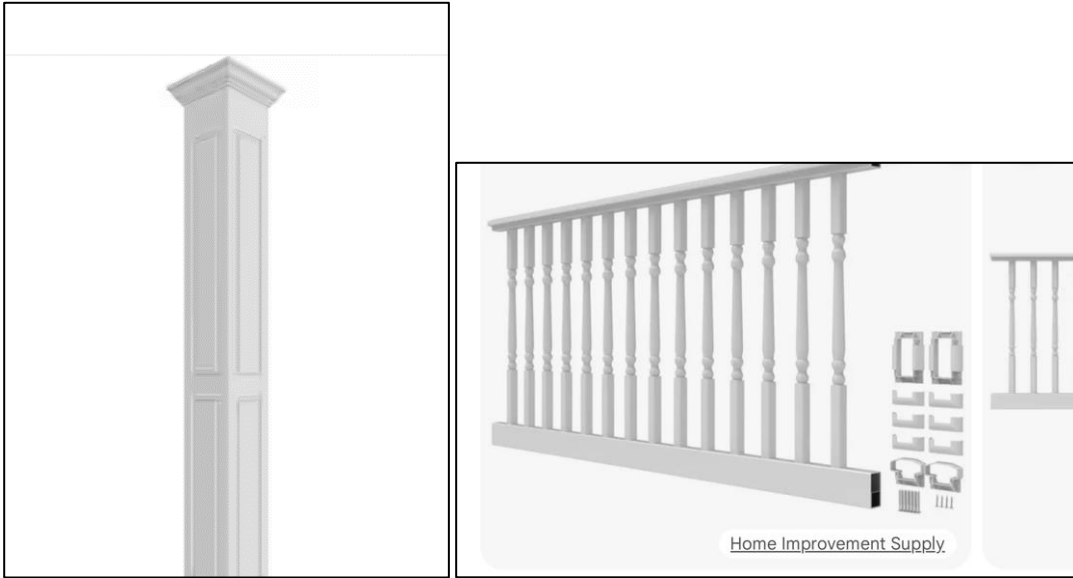
**Figure 4: Proposed rear elevation for new home (east elevation).**



**Figure 5: Proposed new garage elevations.**



**Figure 6: Examples of front door and windows for the new home.**



**Figure 7: Porch material examples.**



**Figure 8: Garage door example.**



**Figure 9: Fence example for rear yard**

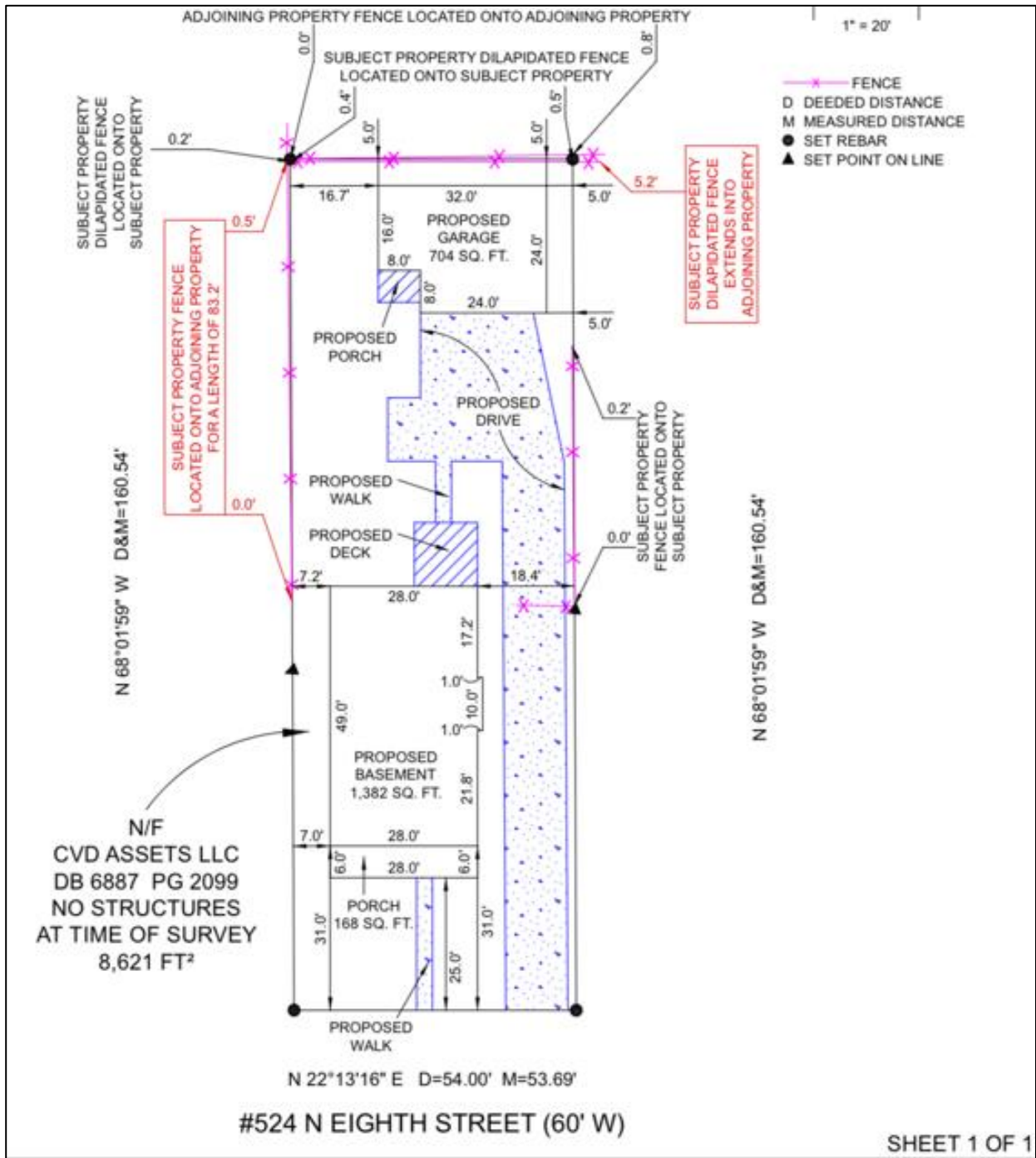


Figure 10: Site plan for proposed new single-family dwelling and 2-car garage.



**Figure 11: Former house and shed that was removed in 2020.**



**Figure 12: Driveway seen currently on the property to be repaved.**



**Figure 13: Looking north down North 8<sup>th</sup> Street from subject property.**



**Figure 14: Properties to the south of subject property on North 8<sup>th</sup> Street.**



Figure 15: Subject property's location.

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

ADDRESS OF SUBJECT PROPERTY: 524 N 8TH ST Saint Charles 63301

BUSINESS NAME (if applicable): \_\_\_\_\_

APPLICANT: Justin Wallace

(Name)

1315 Diehr rd Wentzville 63385

(Address)

636-279-9900 JWallace@chapter.net

(Phone & Email Address)

PROPERTY OWNER: Justin Wallace

(Name)

1315 Diehr rd Wentzville 63385

(Address)

636-279-9900 JWallace@chapter.net

(Phone & Email Address)

#### HISTORIC DISTRICT LOCATION:

Commons Preservation District

Extended Historic Preservation District

Frenchtown Preservation District

Historic Downtown Preservation District

South Main Preservation District

DATE OF ORIGINAL CONSTRUCTION: New Construction

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Vacant lot

Previous slab home was removed years-ago before I purchased the lot. I believe it was due to a fire or something.

**PROJECT DESCRIPTION (mark and explain each that may apply):**

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: Residential single family

Demolish or move structure: \_\_\_\_\_

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): Property will have a fence and patio

Other (briefly explain): \_\_\_\_\_

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

New Home

## APPLICATION SUBMITTAL:

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via [Landmarks@stcharlescitymo.gov](mailto:Landmarks@stcharlescitymo.gov)). Directions for digital submittal are attached. The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: Justin Wallace Date: 10-23-25

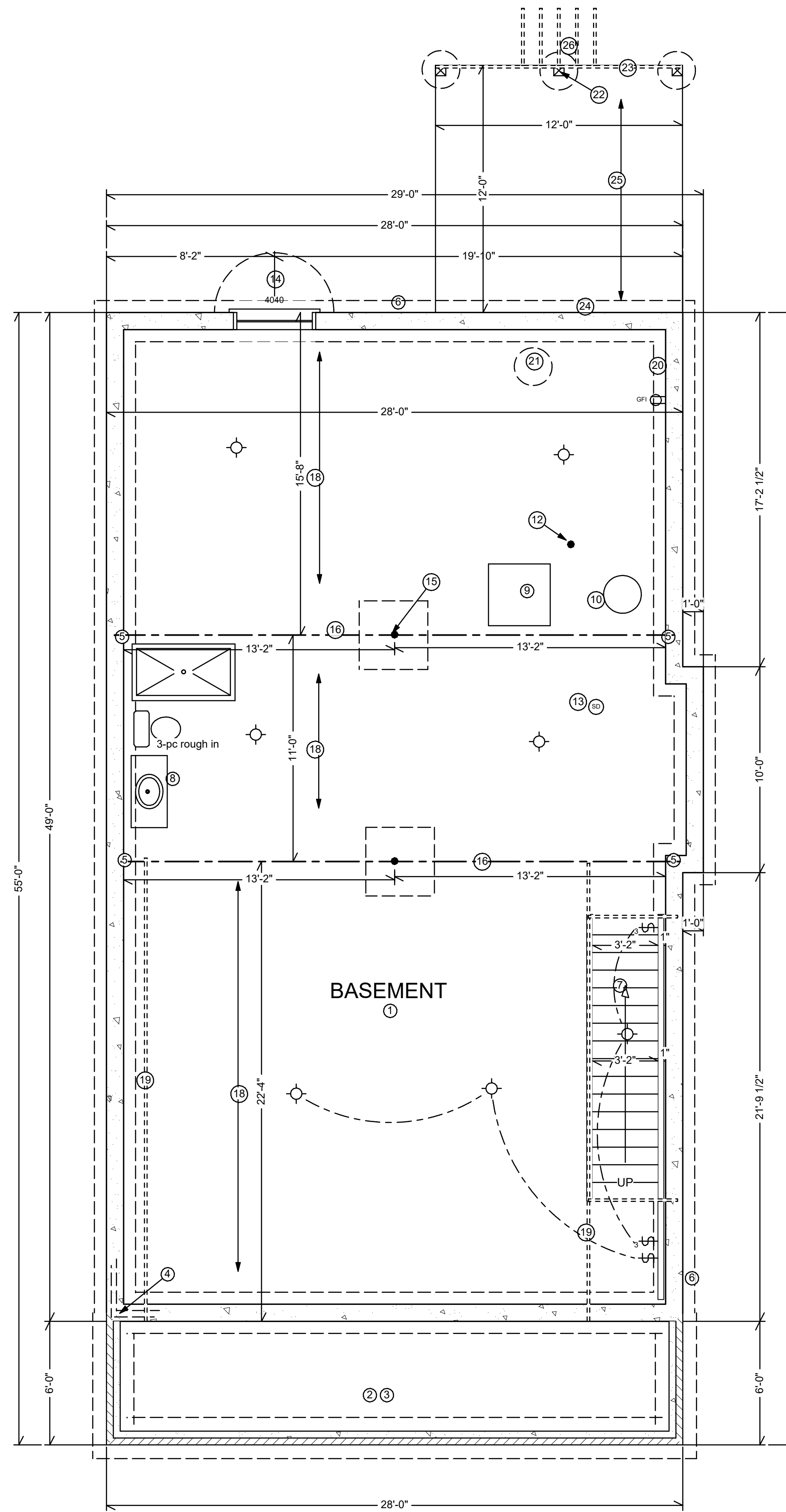
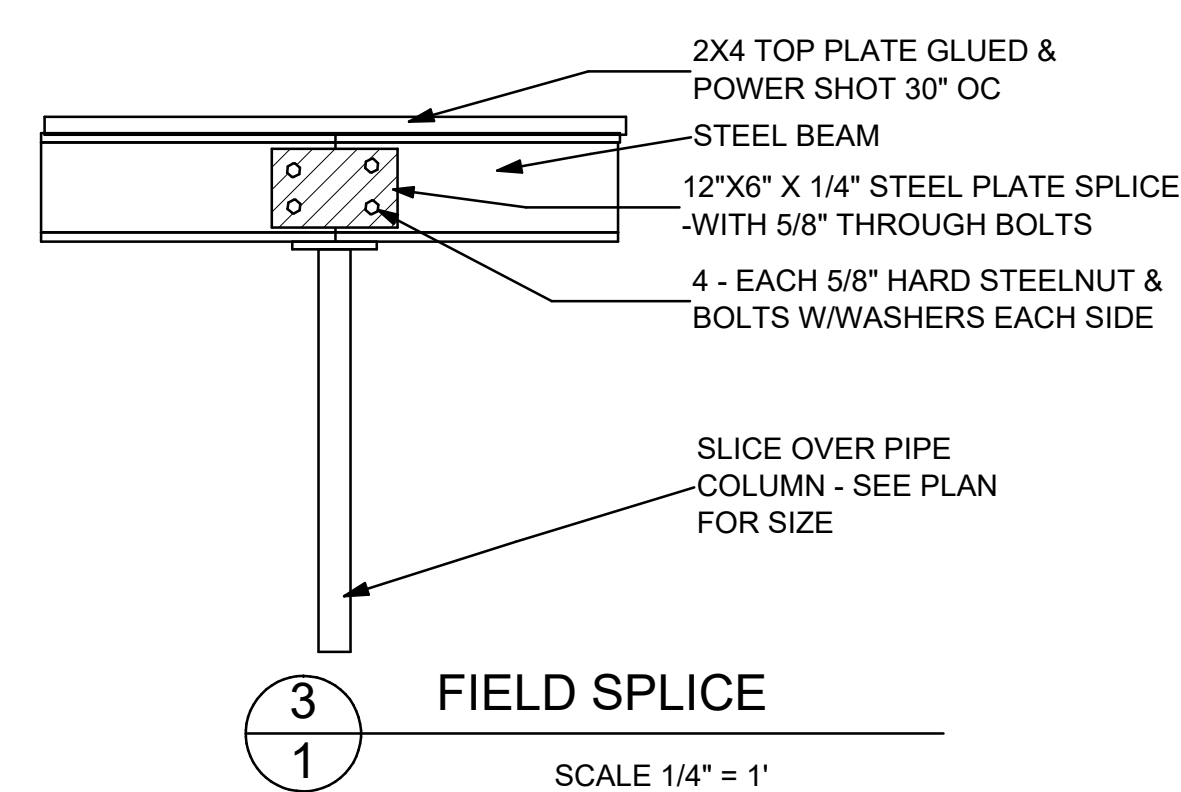
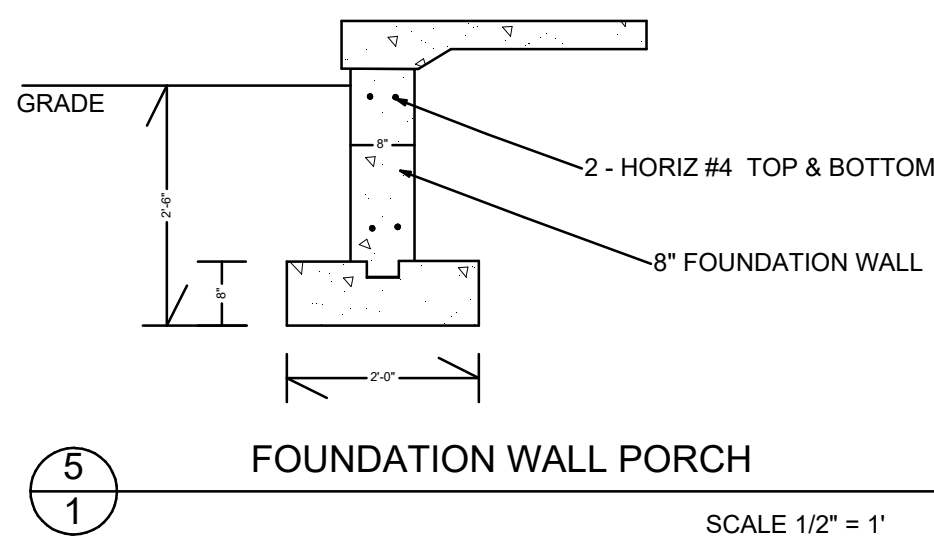
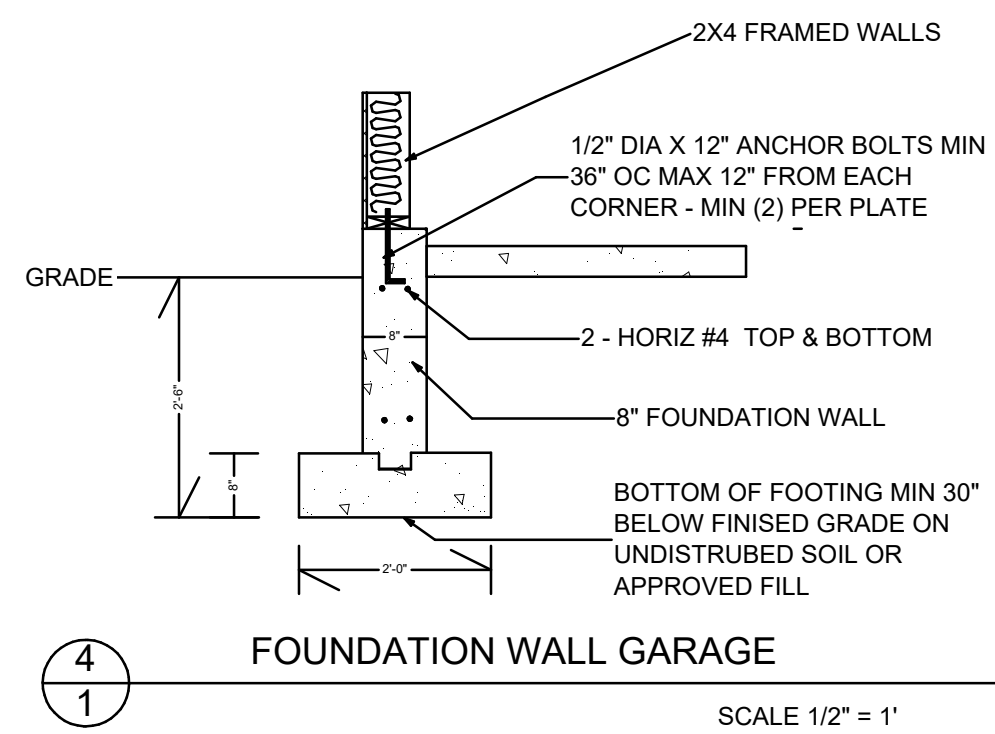
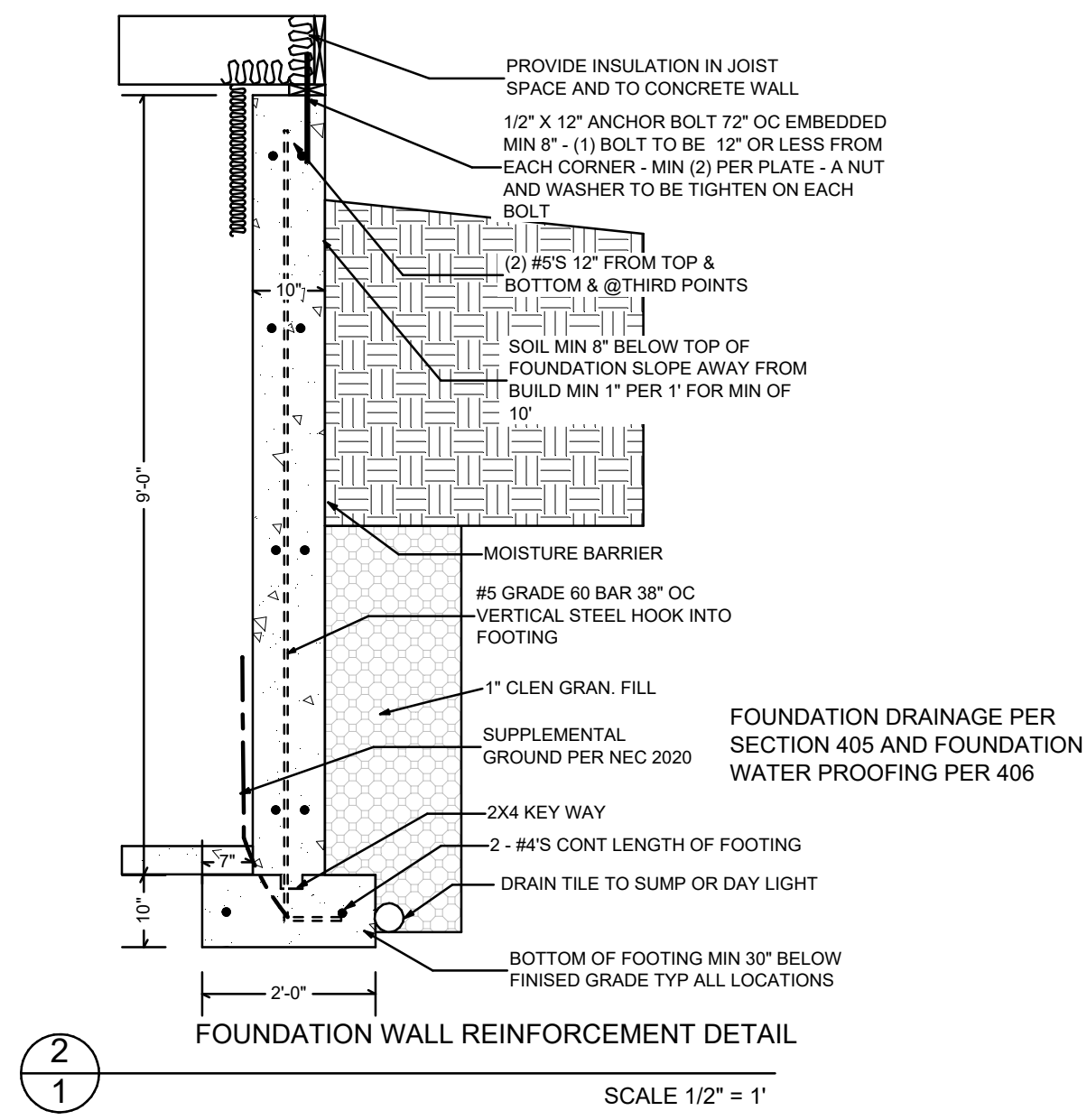
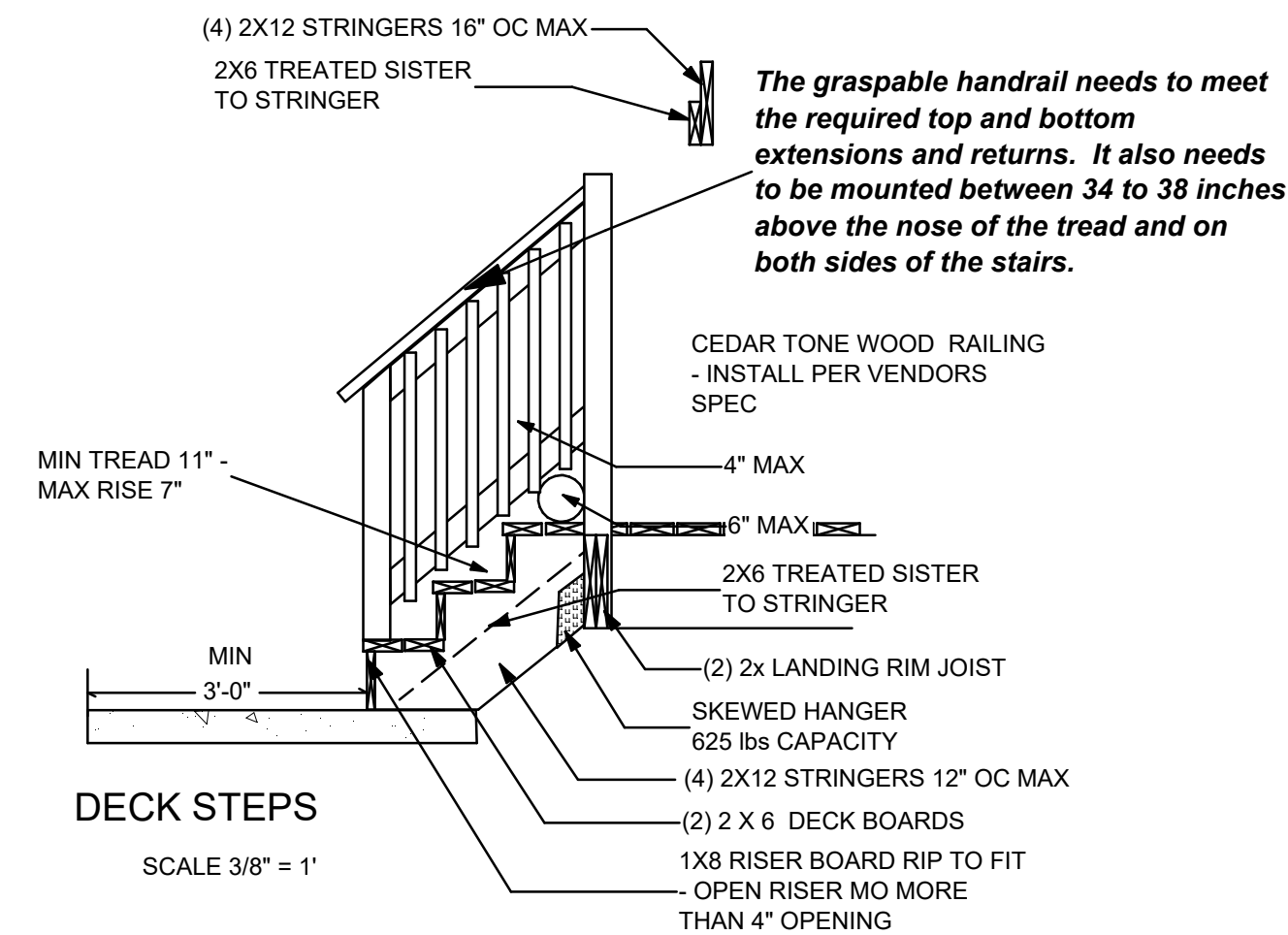
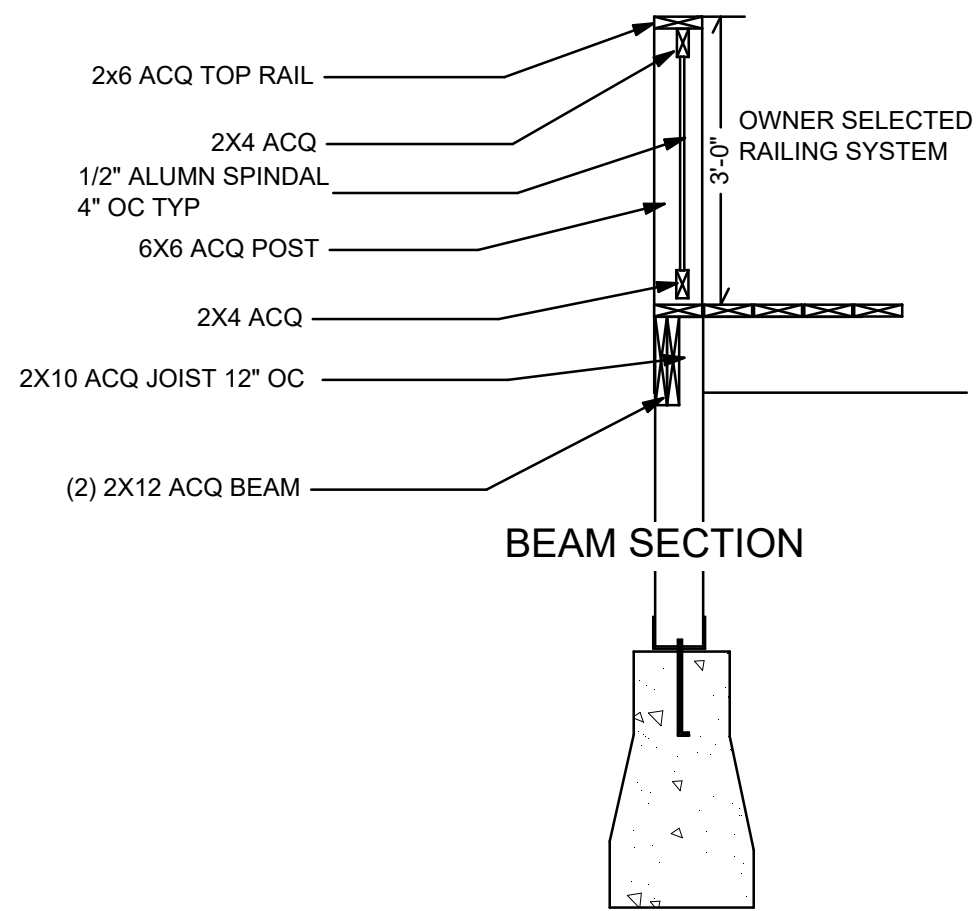
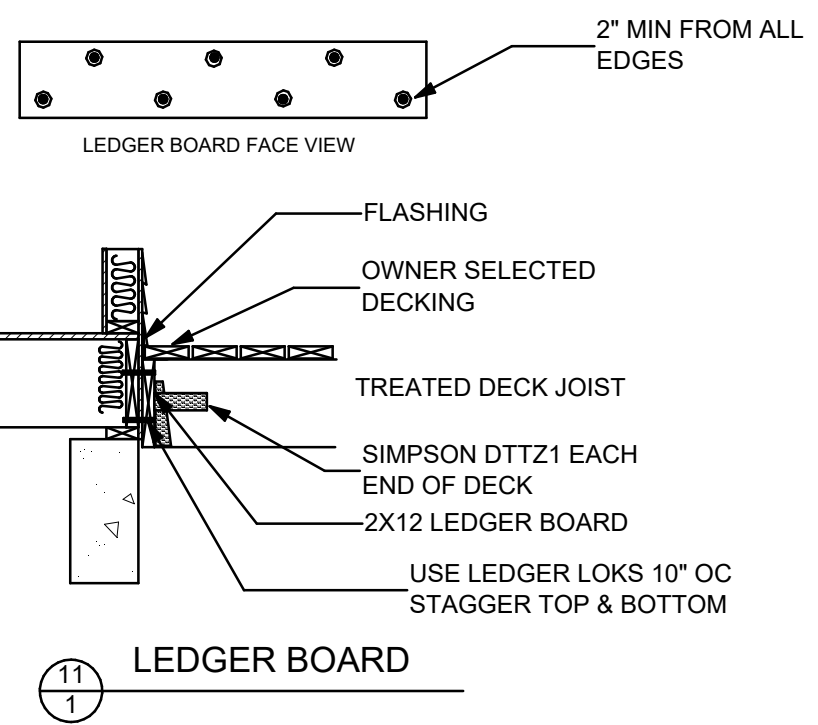
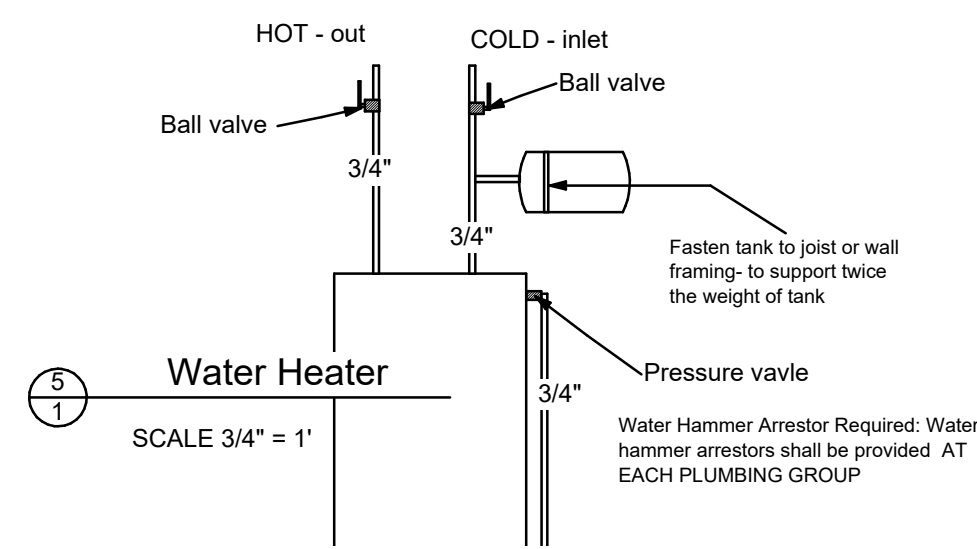
Signature of the property owner: Justin Wallace Date: 10-23-25

- Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.

### Application Fees:

Site Plan:	\$200.00
Exterior Changes & Demolitions:	\$50.00





DESIGN CRITERIA IRC 2015 NEC 2014
DESIGN LOADS: 1. Roof loads total 40 PSF Top chord live load = 20 PSF Top chord dead load = 10 PSF Bottom chord dead load = 10 PSF 2. Floor loads total 55 PSF Live load = 40 PSF Dead load = 15 PSF 3. Wind load & Seismic load = Designed per Category 'D' of the IRC 2015
SITE WORK 1. A soil bearing capacity of 1500 PSF is assumed. 2. Backfill shall be clean and installed in lifts with each lift being compacted to remove voids. 3. Finish grade to be a minimum of 12" below top of foundation.

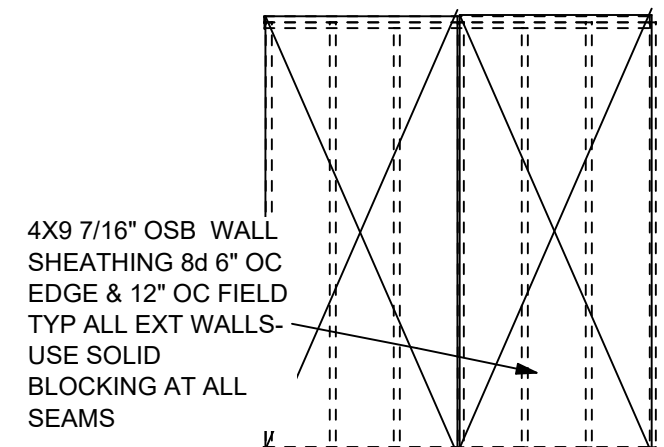
- KEYED NOTES**
- 3 1/2" CONCRETE SLAB THROUGHT (SLOPE FLOOR TO DRAIN) OVER 6MIL POLY OVER 4" ROCK FILL
  - 4" CONCRETE SLAB OVER COMPACTED FILL
  - #4 REINFORCING RODS 48" X 48" BENT INTO PORCH SLAB @ 24 O.C. TYPICAL ACROSS PORCH)
  - 2 - #4 ROUND REINFORCING RODS 24" X 24" @ 12" O.C. PROPERLY LAPPED & TIED (TYPICAL AT ALL INTERSECTING CORNERS)
  - MIN 4" BEARING BEAM POCKET (GROUT WITH CEMENT) STEEL SHIMS ONLY
  - NO FREEZE HOSE BIBB
  - WOOD STAIRS MIN 10" RUN MAX 7 3/4 RISE
  - 3-PC ROUGH IN FIELD VERIFY LOCATION
  - FORCED AIR FURNACE
  - WATER HEATER - WITH EXPANSION TANK
  - RIM JOIST VENTED HVAC EQUIPMENT
  - FLOOR DRAIN
  - 120V A.C. POWER SMOKE DETECTOR (INTERCONNECTED) INSTALLED PER NEC 2014
  - EGRESS WINDOW WITH ESCAPE WELL
  - 4 X 7.58# STEEL COLUMN ON 42 X 42 X 12 CONC PAD W/ (4) #4'S EACHWAY
  - W10X30# STEEL BEAM W/ SHOP COAT OF PAINT
  - USE SIMPSON HU210-2 AT H-FRAMING & HU210 JOIST TO BEAM CONNECTION
  - 2X10 #1 SYP FLOOR JOIST 16" OC
  - (2) 2X10 #1 SYP DBL JST
  - MIN 200 AMP ELECTRIC SERVICE
  - SUMP PUMP DISCHARGE TO DAYLIGHT 110 SINGLE OUTLET WITH COVER
  - 6X6 POST ON SIMPSON BASE ON 14" DIA PIER FLARED TO MIN 18"
  - (2) 2X10 YP TREATED DECK BEAM
  - 2X10 LEDGER BOARD - USE LEDGER LOKS (2) @ 15" OC - FLASH LEDGER AS REQUIRED
  - 2X10 JOIST 16" OC - WITH SIMPSON HANGER EACH END (12" OC FOR COMPOSITE DECKING)

DATE: 15 Sept 2025
REVISED:
APPROVED BY:
HOME OWNER:
DRAWN BY: TJ
CHECKED BY: LS

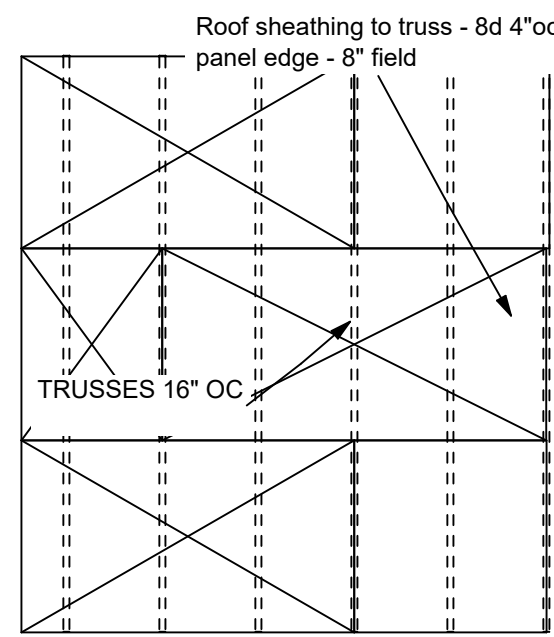
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314.287.2833  
Design & Drafting Services

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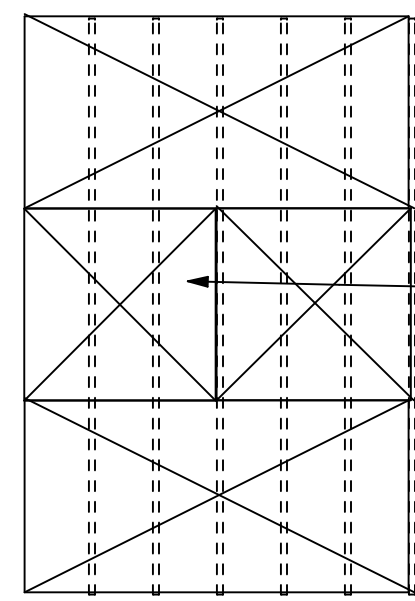
**Justin Wallace**  
524 North 8th Street



2 WALL SHEATHING NAILING CS-WSP



3 ROOF SHEATHING NAILING SCALE 1/4" = 1'



4 SUBFLOOR SHEATHING NAILING SCALE 1/4" = 1'

**Trades & Contractors**

**Electrical Contractor-** Provide manufacture spec's on smoke detectors, C/O detectors, Panel box- service entry type size manufacture.

**Plumbing Contractor-** Provide manufacture spec's on water heater and expansion tank to be used, and purposed fixtures ie, shower valve, vanity and sink valves, Frost proof exterior hose bibs.

**Mechanical Contractor -** Provide heat gain/ loss calc, model and spec's of purposed hvac equip, any flue or vent requires for models. Fireplace sections and venting requirements. All ducts, air handlers filter boxes & building cavities used as ducts shall be sealed.

**Contractors to provide Manufactures spec's to the Building Department for approval prior to beginning work.**

**NFRC labels MUST be in place on ALL windows and doors for inspection.**

**Fastener Schedule**

Sill plate to foundation - 1/2" diameter 12" long min 8" embedded- HOT DIPPED GALV anchor bolts 36" oc

Joist to sill plate - (2) #16cc toe nailed each side of joist into plate

Rim joist to sill plate - (2) 8d 6" oc toe nailed

Subfloor ply wood to joist - Glued and nailed 8d panel edge 4" oc - field 8" oc

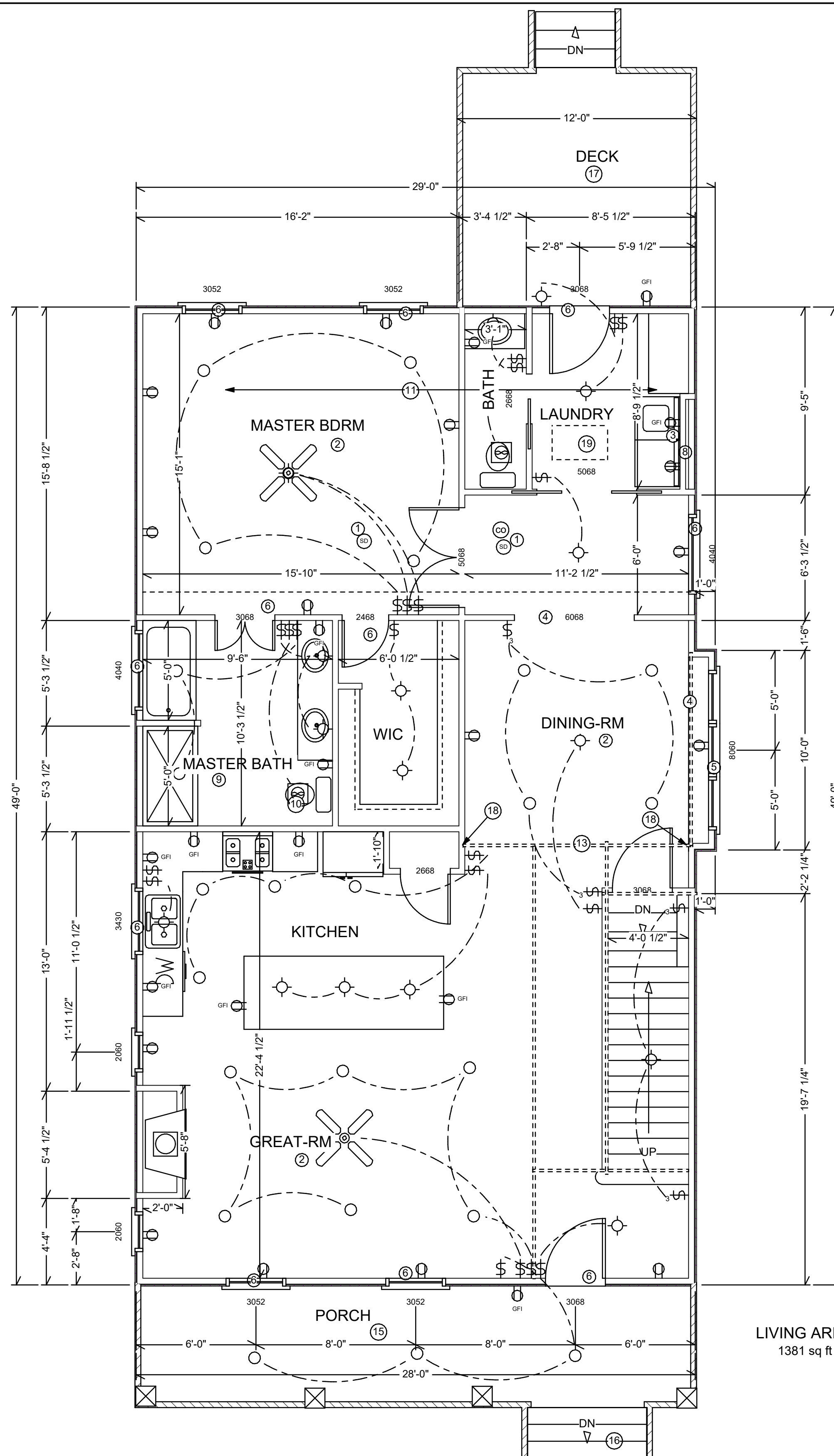
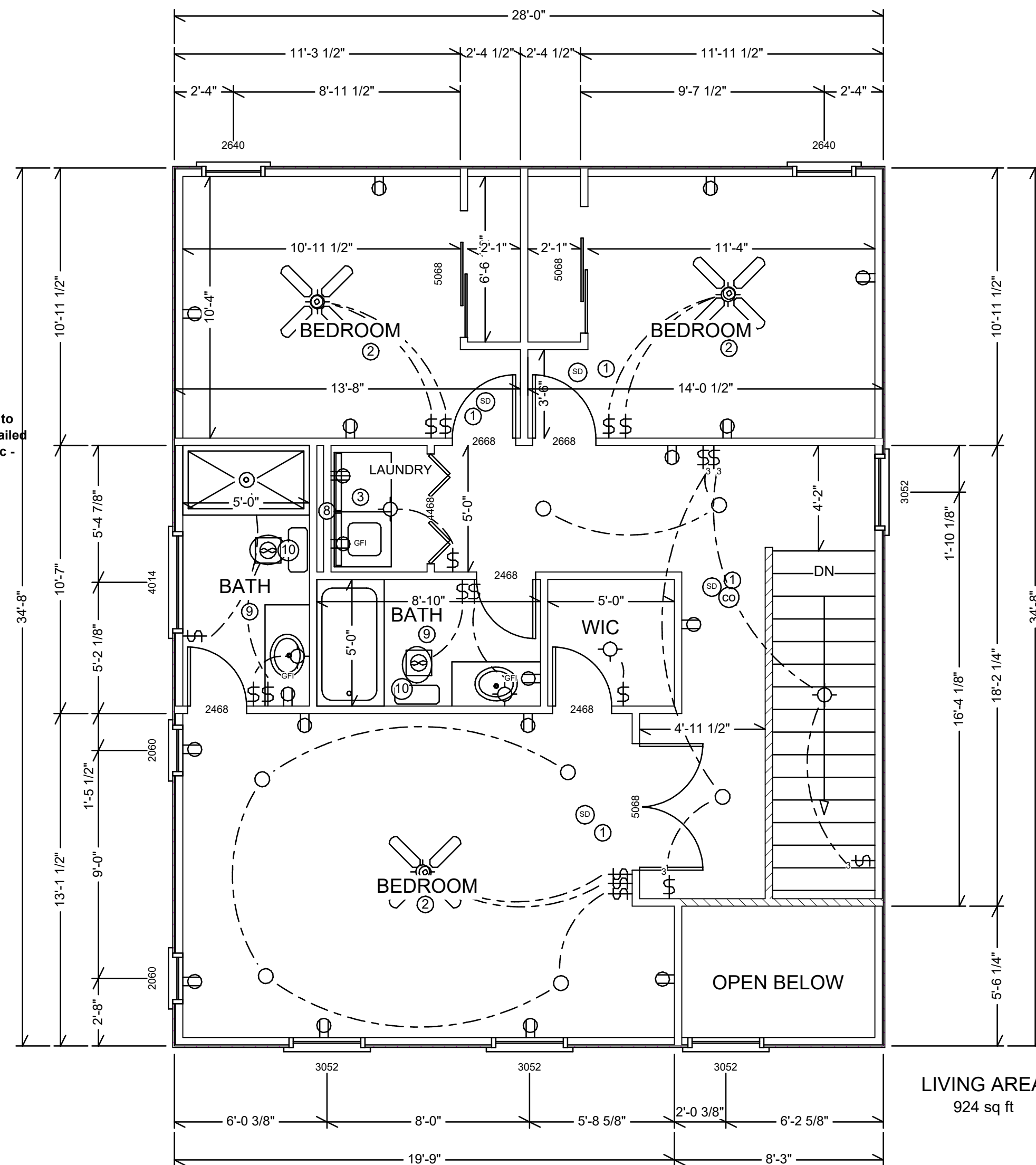
Wall to joist - (2) #16cc thru bottom plate & ply wood into each joist at braced wall panels - 16d nail to each joist

7/16" wall sheathing - 8d common nails @ 6" oc panel edge & 12" oc field

Sheathing to cover rim joist - Pasload 15 gauge 2" wide crown 4" oc T&B

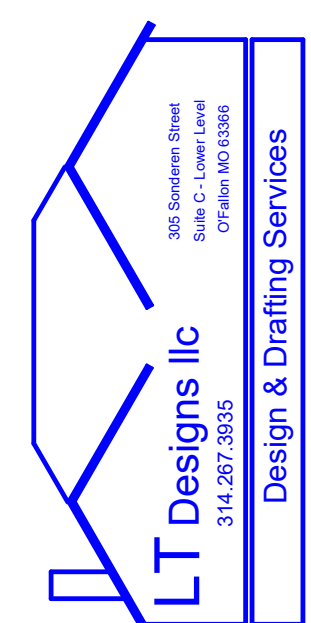
Trusses to top plate - (2) #16cc toe nailed one side & (1) 16cc toe nailed opposite side - Use Simpson H-1 to rafter (8) 8d to plate (4) 8d

Roof sheathing to truss - Pasload - 15ga 2" wide crown 4" oc panel edge - 8" field



- KEYED NOTES**
- 1 120 VOLT W/ BATTERY BACK UP INTERCONNECTED SMOKE DET. INSTALL PER NEC 2014
  - 2 ALL FINISHED SPACES TO HAVE ARCI RECPTS PER 2014 NEC 212.12
  - 3 VENT DRYER TO EXT
  - 4 (2) 1-3/4" X 11-7/8" LVL MIN 2.0E HDR WITH (3) 2X4'S E.E.
  - 5 (2) 2x12 SYP #1 w/ (2) 2x4 SPF STUD, E.E.
  - 6 (2) 2x10 SYP #1 HEADER w/ (2) 2x4 SPF JACK STUD U.N.O.
  - 7 1 LAYER OF 5/8" FIRE CODE DRYWALL ON GARAGE SIDE AND ON ENTIRE CEILING
  - 8 20 MIN FIRE DOOR
  - 9 MIN 4" STEP
  - 10 MIN 2" SLOPE OF FLOOR TO OVER HEAD DOOR
  - 11 OUT LET IN CEILING FOR OPENER
  - 12 TRUSSES 24" OC DBO
  - 13 GIRDER TRUSS
  - 14 LAUNDRY SPACE SAVER HOOK UP
  - 15 INSTALL GREEN BOARD TYP WET AREAS
  - 16 MIN 50 CFM BATH FAN
- CO CO DETECTOR

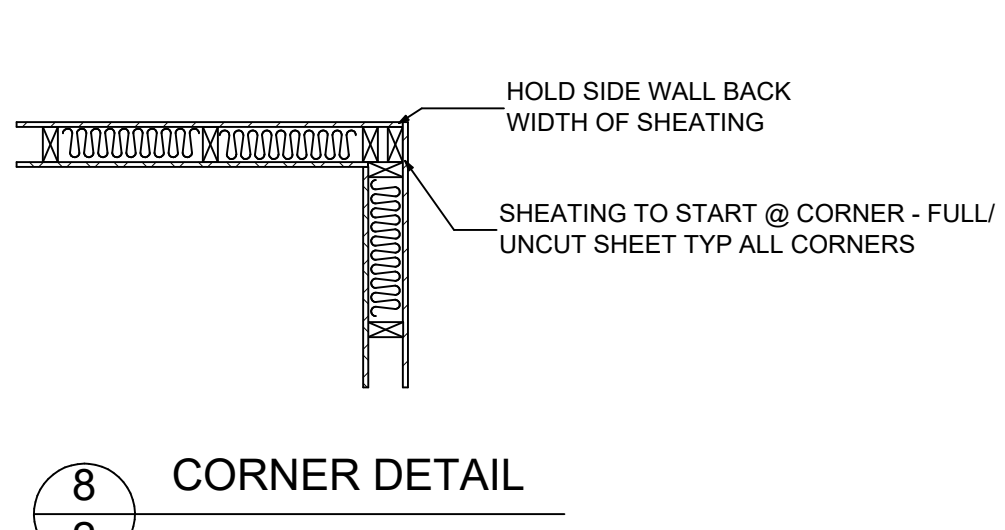
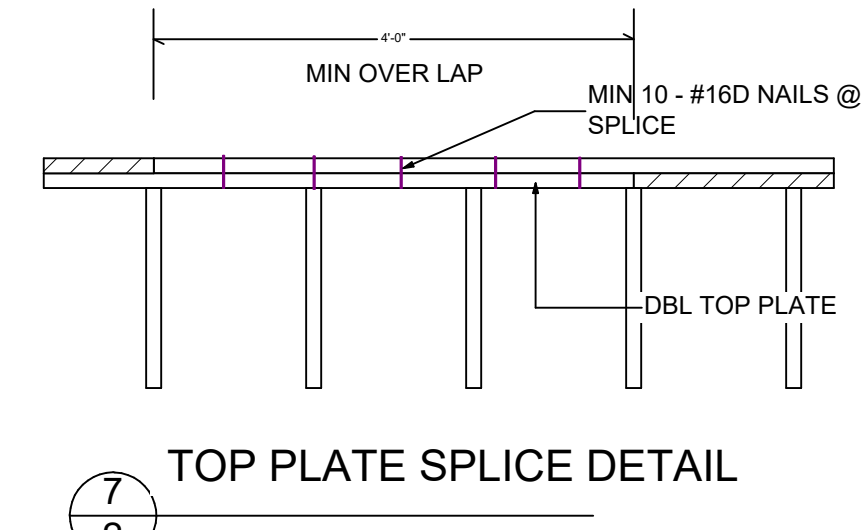
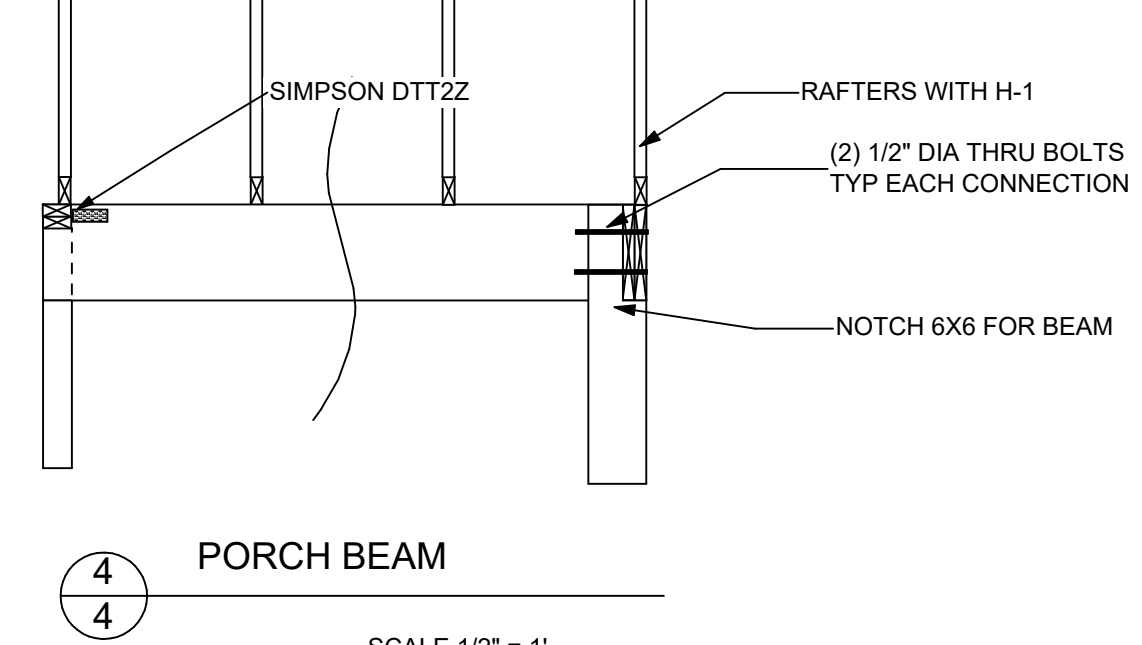
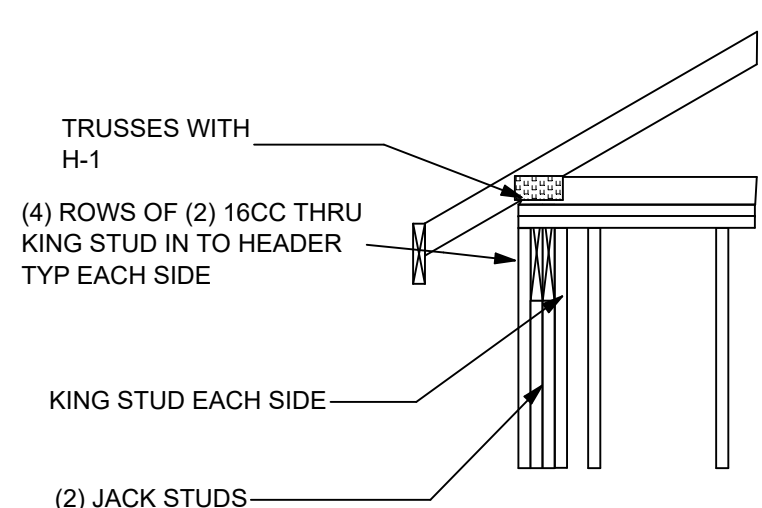
DATE: 15 Sept 2025  
 REVISED:  
 APPROVED BY:  
 HOME OWNER:  
 DRAWN BY: TJ  
 CHECKED BY: LS



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 1ST FLOOR PLAN

Justin Wallace  
 524 North 8th Street

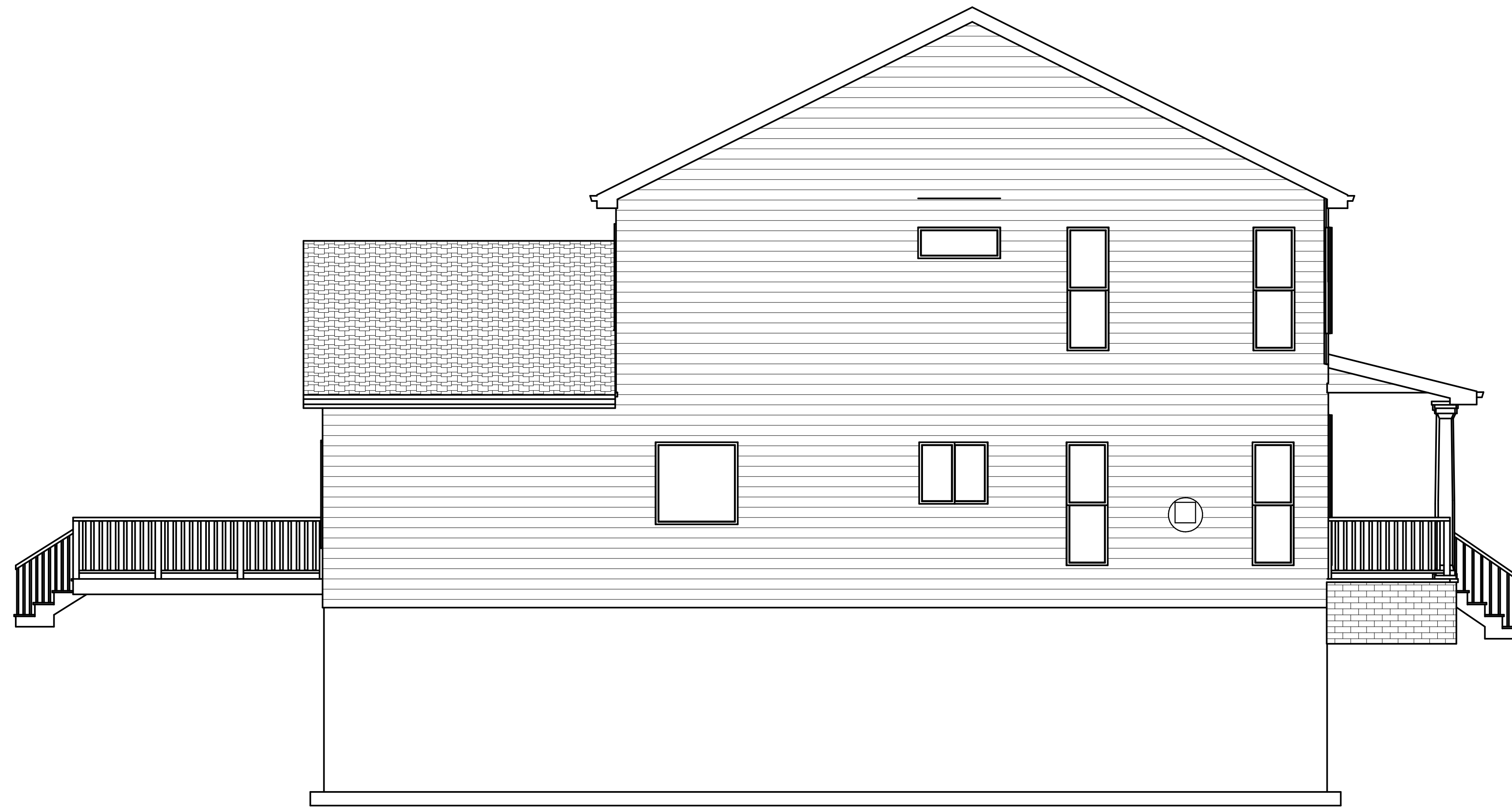
PAGE 2



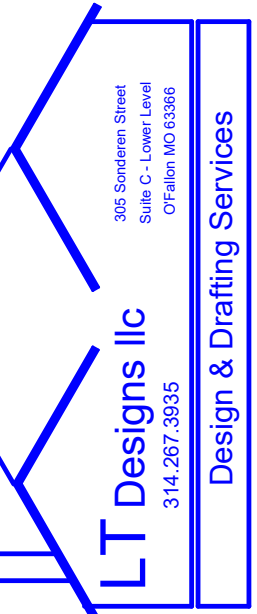
**WALL BRACING METHODS:** PROVIDE 4" CS-WSP'S @ 20' OC  
 CS-WSP CONTINUOUSLY SHEATHED WOOD STRUCTURAL PANEL .USE 7/16" OSB SHEATHING ON EXTERIOR AND 1/2" GYPSUM BOARD ON THE INTERIOR. GYPSUM BOARD ON INTERIOR REQUIRED UNLESS NOTED OTHERWISE ON PLAN. FASTEN OSB W/ 6d COMMON NAILS (2" X 0.113) @ 6" O.C. ALONG PANEL EDGES AND 12" O.C. IN THE FIELD. ALL HORIZONTAL JOINTS SHALL BE BLOCKED.

4-0" - CS-WSP

DO NOT SCALE DRAWINGS VERIFY ALL DIMENSIONS



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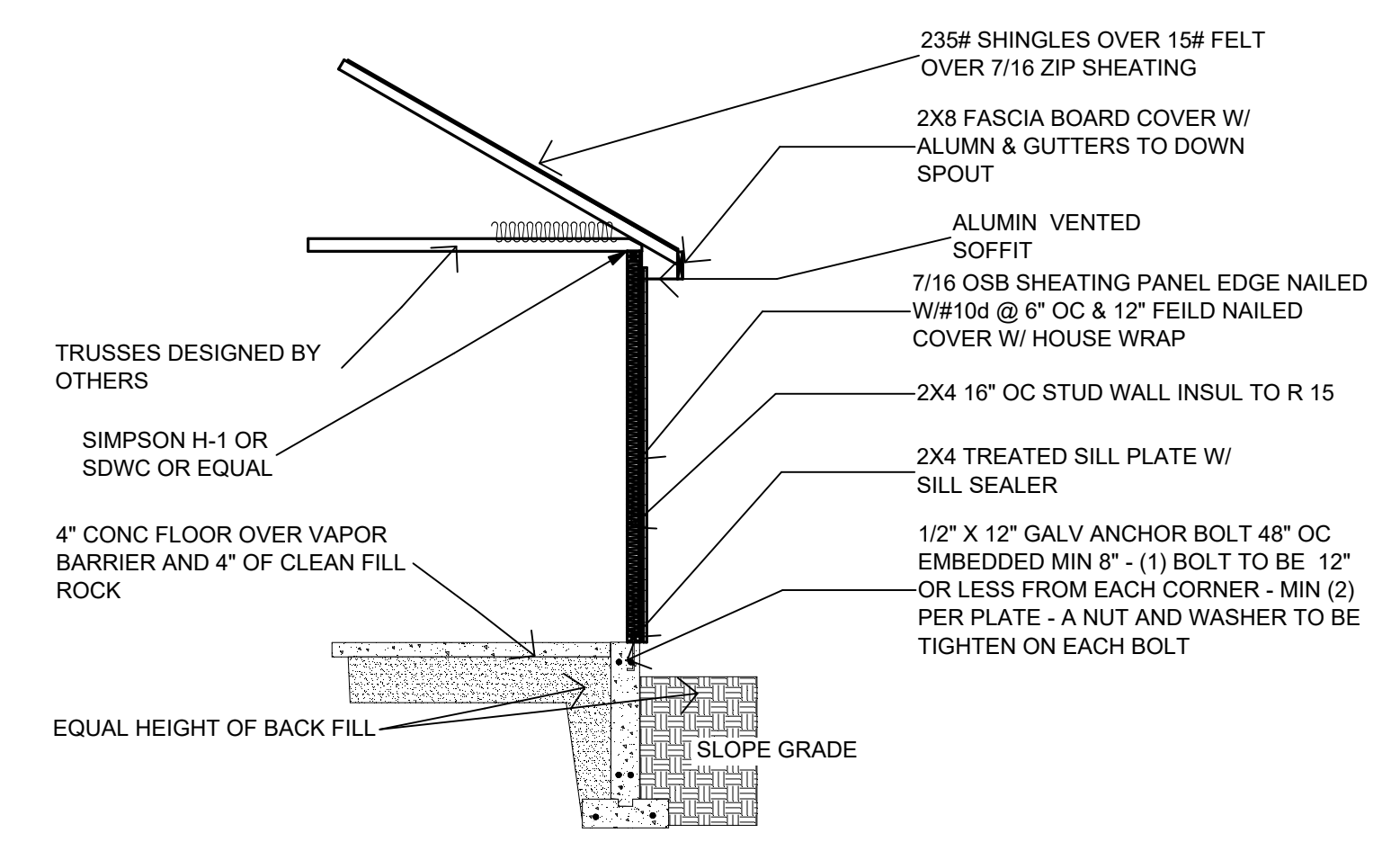
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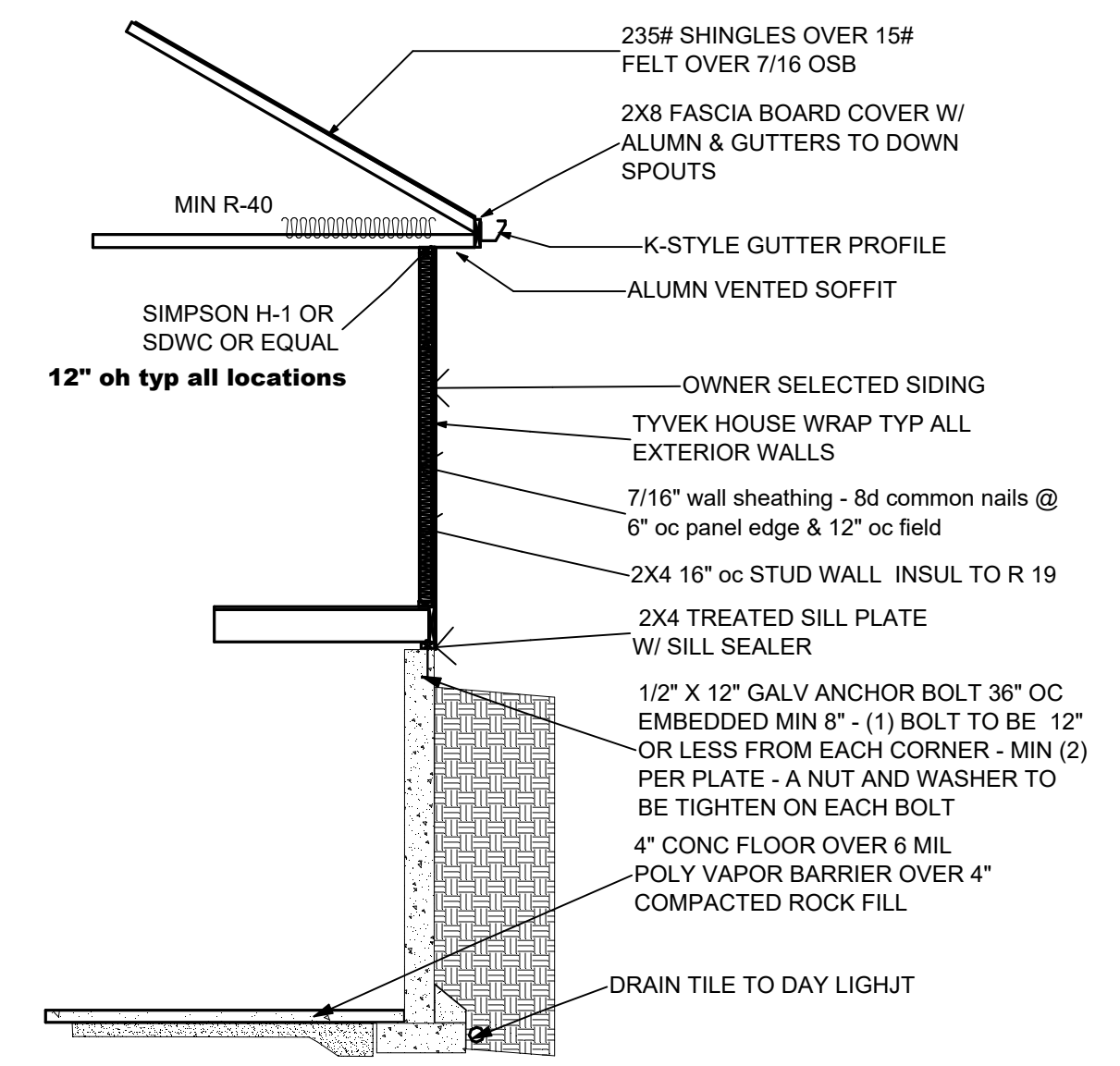
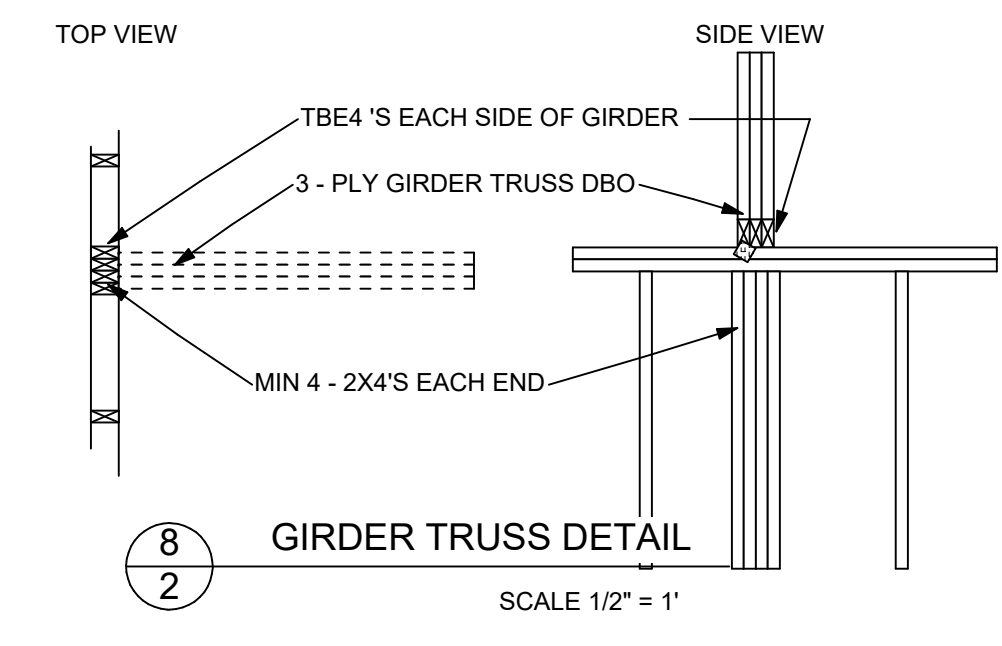
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**LT Designs llc**  
 305 S. Business Street  
 314.287.2833  
 Orange, VA 22959  
 Design & Drafting Services

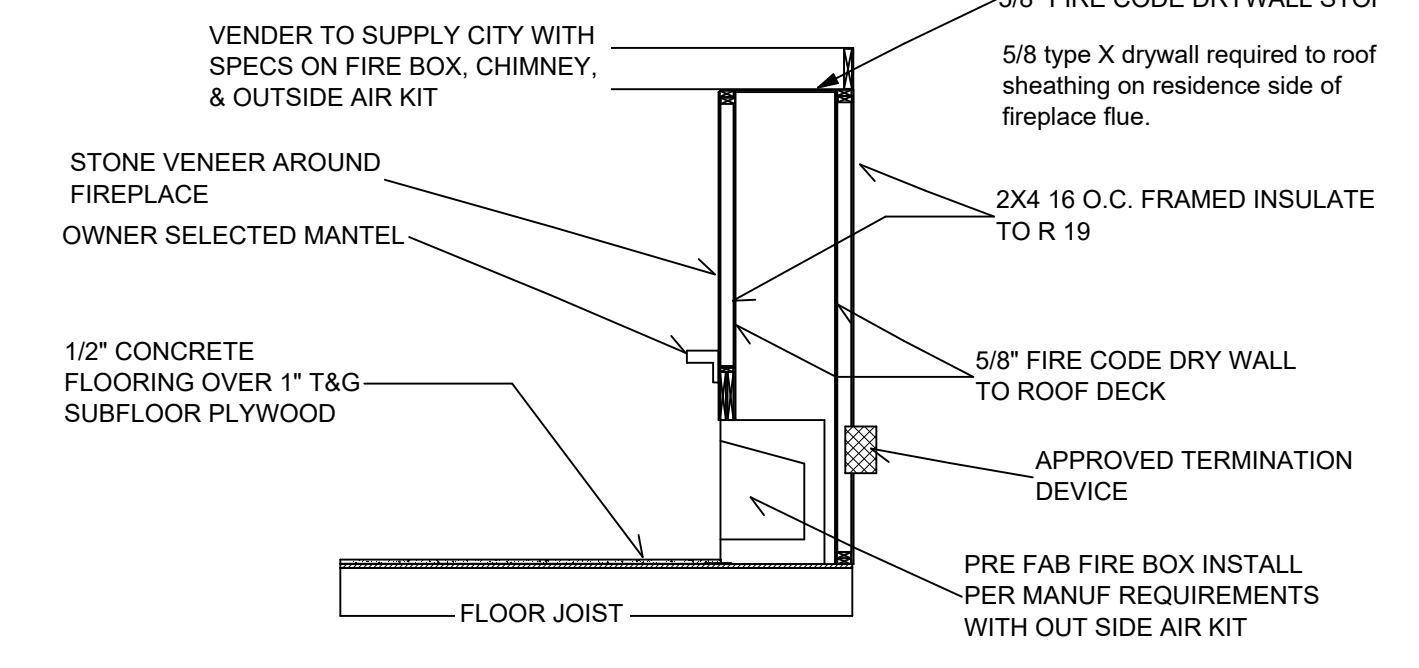


4  
3  
TYPICAL WALL SECTION

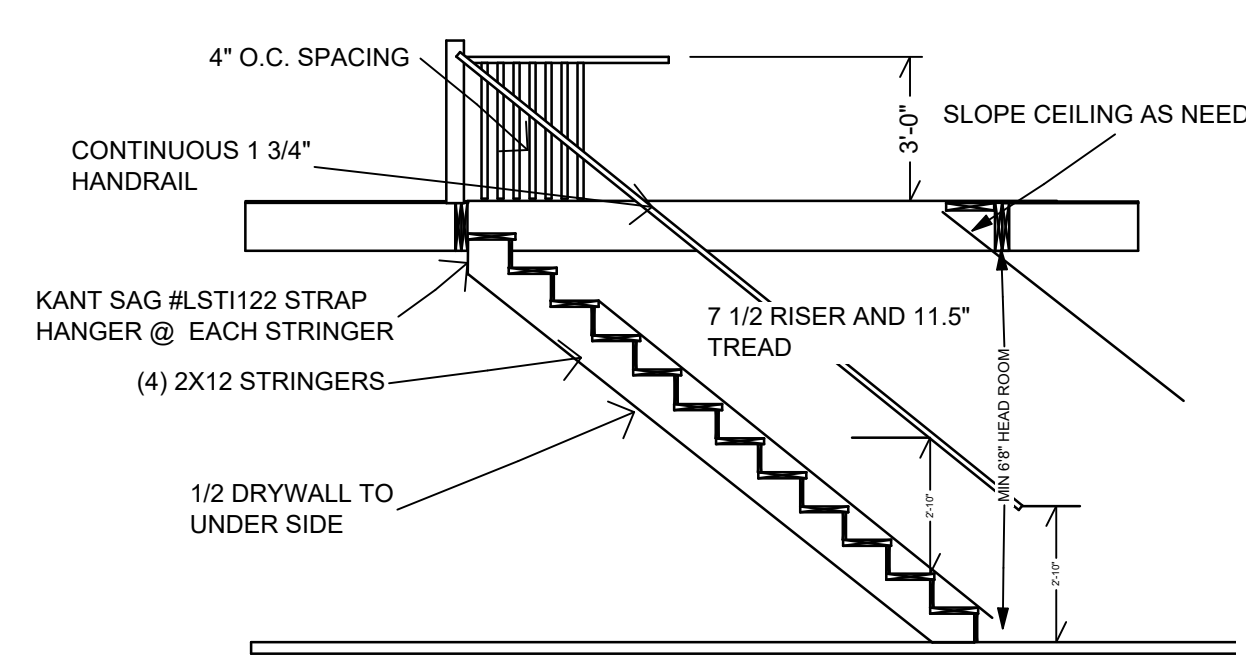


2  
3  
TYP. WALL SECTION  
 SCALE 1/4" = 1'

**MFG INSTALL INSTRUCTIONS TO BE ON SITE**



5  
2  
FIREPLACE SECTION  
 SCALE 1/4"=1'



3  
4  
STAIR DETAIL  
 SCALE 1/4"=1'

**IRC 2021**  
 311.5.6 Handrails.  
 Handrails shall be provided on at least one side of each continuous run of treads or flight with four or more risers.  
 311.5.6.1 Height.  
 Handrail height, measured vertically from the sloped plane adjoining the tread nosing, or finish surface of ramp slope, shall be not less than 34 inches (864 mm) and not more than 38 inches (965 mm).  
 311.5.6.2 Continuity.  
 Handrails for stairways shall be continuous for the full length of the flight, from a point directly above the top riser of the flight to a point directly above lowest riser of the flight. Handrail ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 1 1/2 inch (38 mm) between the wall and the handrails.  
 Exceptions:  
 1. Handrails shall be permitted to be interrupted by a newel post at the turn.  
 2. The use of a volute, turnout, starting easing or starting newel shall be allowed over the lowest tread.  
 311.5.6.3 Handrail grip size.  
 All required handrails shall be of one of the following types or provide equivalent graspability.  
 1. Type I. Handrails with a circular cross section shall have an outside diameter of at least 1 1/4 inches (32 mm) and not greater than 2 inches (51 mm). If the handrail is not circular it shall have a perimeter dimension of at least 4 inches (102 mm) and not greater than 6 1/4 inches (160 mm) with a maximum cross section of dimension of 2 1/4 inches (57 mm).  
 2. Type II. Handrails with a perimeter greater than 6 1/4 inches (160 mm) shall provide a graspable finger recess area on both sides of the profile. The finger recess shall begin within a distance of 3/4 inch (19 mm) measured vertically from the tallest portion of the profile and achieve a depth of at least 5/16 inch (8 mm) within 7/8 inch (22 mm) below the widest portion of the profile. This required depth shall continue for at least 3/8 inch (10 mm) to a level

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**Justin Wallace**  
 524 North 8th Street

DO NOT SCALE DRAWINGS VERIFY ALL DIMENSIONS

### GENERAL NOTES

IN FIELD LAYOUT AND SHOP DETAILING THE CONTRACTOR MUST VERIFY AND COORDINATE DIMENSIONS ON ARCHITECTURAL, MECHANICAL AND STRUCTURAL DRAWINGS AND REPORT ANY DISCREPANCIES TO LT DESIGNS LLC. CONTRACTOR TO ASSUME FULL RESPONSIBILITY, UNRELIEVED BY REVIEW OF SHOP DRAWINGS OR PERIODIC OBSERVATIONS OF CONSTRUCTION FOR COMPLIANCE WITH THE CONTRACT DOCUMENTS. FOR DIMENSIONS TO BE CONFIRMED AND CORRELATED ON THE JOB SITE AND BETWEEN INDIVIDUAL DRAWINGS OR SETS OF DRAWINGS, FOR FABRICATION PROCESSES AND CONSTRUCTION TECHNIQUES (INCLUDING EXCAVATION, SHORING, SCAFFOLDS, BRACING, ERECTION, FORM WORK, ETC.) FOR COORDINATION OF THE VARIOUS TRADES AND FOR SAFE CONDITIONS ON THE JOB SITE. VARIATION IN THE FIELD CONDITIONS RELATIVE TO THE CONTRACT DOCUMENTS SHALL BE REPORTED TO LT DESIGNS LLC. WORK SHALL NOT PROGRESS UNTIL WRITTEN PERMISSION FROM LT DESIGNS LLC IS OBTAINED.

DO NOT SCALE DRAWINGS

- CONCRETE**
- (1) STANDARDS
- (A) ACI 318 BUILDING CODE REQUIREMENT FOR REINFORCED CONCRETE
- (B) ACI 315 MANUAL OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE STRUCTURES
- (C) ACI 347 RECOMMENDED PRACTICE FOR CONCRETE FORMWORK
- (D) ACI 304 RECOMMENDED PRACTICE FOR MEASURING, MIXING, TRANSPORTING AND PLACING CONCRETE
- (E) ACI 309 RECOMMENDED PRACTICE FOR CONSOLIDATION OF CONCRETE (ACI 309-72)
- (F) ACI 308 RECOMMENDED PRACTICE FOR CURING CONCRETE
- (G) ACI 306 RECOMMENDED PRACTICE FOR COLD WEATHER CONCRETING
- (H) ACI 305 RECOMMENDED PRACTICE FOR HOT WEATHER CONCRETING

- (1) ALL DETAILING, FABRICATION AND ERECTION FOR REINFORCING BARS AND THEIR SUPPORT IN THE FORMS WITH ACCESSORIES MUST FOLLOW THE ACI "MANUAL OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE STRUCTURES." (ACI 315- LATEST)
- (2) ALL POURED IN PLACE CONCRETE SHALL BE READY-MIXED AND HAULED IN ACCORDANCE WITH ASTM C94 WITH A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3000 PSI (20000 KPa) AT EXTERIOR SLABS ON GRADE AND GARAGE SLABS AND A MINIMUM OF 5 SACKS OF CEMENT PER CUBIC YARD. FOUNDATION WALLS AND FOOTINGS TO HAVE A MAXIMUM SLUMP OF 2 TO 5 SLABS ON GRADE AND WALKS TO HAVE A MAXIMUM SLUMP OF 2 TO 4. USE A WATER REDUCING AGENT (ASTM C494 TYPE A OR D) AND AIR ENTRAINING AGENT PER TABLE 1907.1.1 (ASTM C260: 8% +/- 1% IN ALL CONCRETE). THE AGENTS MUST BE COMPATIBLE WITH EACH OTHER AND ALL OTHER INGREDIENTS IN THE CONCRETE. FINE AGGREGATE SHALL BE CLEAN, HARD, DURABLE AND FREE OF DELETERIOUS SUBSTANCES AND CONFORM TO ASTM C33. COARSE AGGREGATE SHALL BE CLEAN, HARD AND DURABLE WITHOUT FLAT OR ELONGATED PIECES AND SHALL CONFORM TO ASTM C33 '67. PORTLAND CEMENT SHALL CONFORM TO ASTM C150 TYPE 1. WATER SHALL BE POTABLE. FORMS SHALL BE PLYWOOD IN GOOD CONDITION. APPLY A FORM RELEASE AGENT TO ALL FORMS IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.
- (3) CONTINUOUS WALL FOOTINGS HAVE BEEN PROPORTIONED FOR AN ALLOWABLE SOIL BEARING PRESSURE OF 1500 PSF. SPREAD FOOTINGS HAVE BEEN PROPORTIONED FOR A NET ALLOWABLE SOIL BEARING PRESSURE OF 1500 PSF. BOTTOM OF FOOTINGS MUST EXTEND 1'-6" BELOW PRESENT GRADE OR INTO "ENGINEERED FILL" AND 2'-6" BELOW PROPOSED GRADE AND MUST BE ON UNDISTURBED SOIL OR "ENGINEERED FILL". SOIL BEARING PRESSURE IS ASSUMED BASED ON INFORMATION FURNISHED BY OWNERS AND SHOULD BE VERIFIED AT THE SITE BY A QUALIFIED SOILS ENGINEER.
- (4) REINFORCING BARS ARE TO BE ASTM A615. TABLES BASED ON GRADE @ STEEL UNLESS OTHERWISE NOTED. EXCEPT GRADE 60 STEEL AT ALL RETAINING WALLS. WELDED WIRE FABRIC ASTM A185, W1, 4XW1.4. WELDED WIRE FABRIC MUST LAP 2" AT SIDE AND 6" AT ENDS AND BE WIRED TOGETHER.
- (5) CONCRETE COVER OVER MAIN REINFORCING SHALL BE AS FOLLOWS, FOOTINGS 3", SLABS-ON-GRADE 1 1/2", WALLS 2" WHERE EXPOSED TO ACTION OF WEATHER OR GROUND. ALL BARS INCLUDING TEMPERATURE BARS, ARE TO EXTEND WITHIN 3" OF THE OUTER FACES OF THE MEMBER INTO WHICH THEY FRAME.
- (6) DOWELS IN WALL FOOTINGS TO BE EQUIVALENT IN SIZE AND NUMBER TO VERTICAL BARS. DOWELS MUST BE IN POSITION BEFORE PLACING CONCRETE. PUSHING BARS INTO FRESHLY POURED CONCRETE IS NOT ACCEPTABLE.
- (7) ALL BARS SHALL LAP A MINIMUM OF 36 DIAMETERS WITH 1'-6" MINIMUM LAP. TEMPERATURE IN WALLS SHALL HAVE A 1'-0" MINIMUM LAP. ANY SPLICE OF BARS OTHER THAN SHOWN ON PLANS MUST HAVE PRIOR APPROVAL OF THE STRUCTURAL ENGINEER.
- (8) ALL STRUCTURAL STEEL MUST BE PROTECTED BY 3" OF CONCRETE WHERE EARTH WOULD OTHERWISE BE IN CONTACT WITH STEEL.
- (9) PROVIDE THE FOLLOWING ADDITIONAL REINFORCING UNLESS OTHERWISE CALLED FOR ON STRUCTURAL PLANS:
- (A) CORNER OF ALL CONCRETE WALLS TO MATCH HORIZONTAL REINFORCING.
- (B) 2-#5 BARS AROUND ALL OPENINGS IN SLABS AND WALLS - EXTEND 2'-0" PAST FACE OF OPENING EACH SIDE (AT OPENING WHICH INTERRUPT 2 OR MORE BARS).

- (1) THE MECHANICAL DRAWINGS MUST BE REFERRED TO FOR ALL MECHANICAL FLOOR REQUIREMENTS AND THE VARIOUS TRADES ARE RESPONSIBLE FOR THE PLACING OF SLEEVES, OUTLET BOXES, ANCHORS, ETC., THAT MAY BE REQUIRED.
- (2) WHEN FOUNDATION WALLS SPAN FROM GROUND FLOOR TO FIRST FLOOR BOTH GROUND FLOOR SLAB AND FIRST FLOOR SLAB MUST BE IN PLACE BEFORE BACKFILL IS PLACED.
- (3) EXCAVATION FOR TOE RETAINING WALL FOOTINGS MUST BE HAND DUG AND CONCRETE PLACED AGAINST THE EARTH FOR FULL DEPTH OF FOOTING.
- (4) CONCRETE WALLS SHALL HAVE CONSTRUCTION JOINTS NOT FURTHER THAN 100'-0" APART.

- STRUCTURAL STEEL**
- (1) ALL STRUCTURAL STEEL DETAILS SHALL COMPLY WITH AISI "SPECIFICATIONS FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDING."
- (2) ALL STRUCTURAL STEEL SHALL CONFORM TO THE ASTM A36 SPECIFICATIONS.
- (3) ALL WELDING WILL BE MADE ONLY BY OPERATORS WHO HAVE BEEN PREVIOUSLY QUALIFIED BY TESTS, AS PRESCRIBED IN THE "STANDARD QUALIFICATION PROCEDURE" OF THE AMERICAN WELDING SOCIETY.
- (4) COLUMNS TO BE ADJUSTABLE PIPE TYPE COLUMNS TO BE SET ON CONC. FOOTING MIN 4" BELOW TOP OF SLAB. GENERAL CONTRACTOR SHALL INSTALL COLUMNS ON A TRUE & LEVEL MANNER.

- WOOD ROOF TRUSSES**
- (1) REFERENCE STANDARDS:
- (A) THE DESIGN AND FABRICATION CRITERIA OF ALL WOOD TRUSSES SHALL COMPLY WITH AFPA NDS-91 AND ANSI/TPI 1-2002
- (1) LUMBER:
- (A) ALL LUMBER USED FOR TRUSS MEMBERS SHALL CONFORM TO THE PUBLISHED STRESS RATINGS FOR THE SPECIES AND GRADES AS SET OUT IN THE OFFICIAL GRADING RULES OF THE APPROPRIATE LUMBER ASSOCIATION OR AS LISTED IN THE REFERENCE SPECIFICATIONS, EXCEPT THAT WHERE THESE SPECIFICATIONS OR NOTES ON THE PLANS OR TRUSS ENGINEERING DESIGNS CALL FOR LUMBER WHICH EXCEEDS THE MINIMUM SET FORTH THEREIN, THE SPECIFICATIONS AND PLANS SHALL BE APPLICABLE AND INFORMATION STATED OR SHOWN IN ONE SHALL APPLY AS IF IN BOTH.
- (B) THE MOISTURE CONTENT OF ALL LUMBER SHALL BE WITHIN THE PROPER LIMITS, AS STATED IN THE REFERENCE SPECIFICATIONS, BUT SHALL NOT IN ANY CASE EXCEED 19%, NOR BE LESS THAN 7% AT THE TIME OF FABRICATION.
- (1) CONNECTORS:
- (A) ALL TRUSS CONNECTOR PLATES SHALL BE MANUFACTURED FROM ONLY PRIME COMMERCIAL QUALITY GALVANIZED SHEET STEEL NO LESS THAN 20 GAUGE

THICKNESS, WHICH HAS A MINIMUM YIELD OF 33,000 PSI AND A MINIMUM ULTIMATE TENSILE STRENGTH OF 48,000 PSI. THE CORROSION RESISTANCE COATING SHALL BE 1.25 OZ PER SQUARE FOOT COMMERCIAL CLASS HOT DIPPED GALVANIZED OR EQUIVALENT.

- (B) THE CONNECTOR PLATES SHALL BE MANUFACTURED SO AS TO HAVE A SERIES OF NAIL-LIKE PROJECTIONS. EACH PROJECTION SHALL BE MANUFACTURED SO ITS LENGTH IS NOT LESS THAN FIVE TIMES THE DIMENSION OF ITS GREATER WIDTH, AND FORMED IN A MANNER WHICH PERMITS THE PROJECTION TO SEPARATE RATHER THAN TO CUT THE WOOD FIBERS IN ACCORDANCE WITH ACCEPTED NAILING TECHNIQUES. EACH PLATE SHALL BEAR THE STAMPED NAME OF ITS MANUFACTURER WHICH SHALL BE THE SAME AS THE COMPANY FURNISHING THE APPROVED TRUSS ENGINEERING DESIGN.
- (C) WHERE FIELD CONNECTIONS OF TRUSS SUB-ASSEMBLIES ARE NECESSARY, SPECIAL NAIL-ON SPLICE PLATES ARE ACCEPTABLE PROVIDING THE PLATE SIZES AND POSITIONS ARE SHOWN ON THE TRUSS ENGINEERING DESIGNS AS APPROVED BY A PROFESSIONAL ENGINEER.

- FABRICATION OF WOOD TRUSSES**
- (1) ALL TRUSSES AND OTHER ROOF STRUCTURAL COMPONENTS SHALL BE FABRICATE IN PROPERLY EQUIPPED MANUFACTURING FACILITY OF PERMANENT NATURE. THEY SHALL BE MANUFACTURED BY EXPERIENCED WORKMEN, USING PRECISION CUTTING AND TRUSS FABRICATION EQUIPMENT UNDER THE DIRECT SUPERVISION OF A QUALIFIED FOREMAN. ALL TRUSSES SHALL BE FABRICATED UNDER STRICT RULES OF INSPECTION AND QUALITY CONTROL AS THE LOCAL CODE MAY REQUIRE AND BE OPEN TO INSPECTION BY CONTRACTOR AND LT DESIGNS LLC AT ALL TIMES.

- TRUSS ANCHORS**
- (2) ANCHOR EACH TRUSS BEARING POINT AT WALL WITH TYPE HI, NO. 18 GAUGE STEEL TIE BY SIMPSON CO. OR PER THE NAILING SCHEDULE AS INDICATED ON THE DRAWINGS. OR SDWP PER VENDORS REQUIREMENTS
- ENGINEERING DESIGN AND SHOP DRAWINGS**
- (3) ALL TRUSS DESIGNS SHALL BEAR THE NAME, SEAL AND/OR REGISTERED NUMBER OF A LICENSED PROFESSIONAL ENGINEER.
- (4) TRUSS DESIGN SHALL CONTAIN THE FOLLOWING DATA, AND COMPLY WITH REQUIREMENTS OF IRC 2015 CODE WITH MINIMUM LOADS AS LISTED:

- (A) LOADING (UNIFORM)
- (1) TOP CHORD: 20PSF LIVE LOAD 10 PSF DEAD LOAD, SNOWDRIFT PER 2015 IRC CODE.
- (2) BOTTOM CHORD: 10 PSF DEAD LOAD. DEAD LOAD MAY BE REDUCED TO 5 PSF OR THE ACTUAL DEAD LOAD WHERE THE CLEAR HEIGHT BETWEEN THE BOTTOM CHORD AND ANY OTHER MEMBER OF THE TRUSS IS LESS THAN 3'0" FOR NO MORE THAN 12' HORIZONTALLY. DEAD LOAD PLUS LIVE LOAD OF 20 PSF WHERE TRUSS CONFIGURATION ALLOWS A RECTANGULAR SPACE OF 42" VERTICALLY BY 24" HORIZONTALLY BETWEEN THE WEBS AND BOTTOM CHORD, IF ACCESSIBLE BY A PERMANENT OR PULL-DOWN STAIR AND THE PITCH OF THE BOTTOM CHORD IS LESS THAN 2:12.

- EXCEPTION: (1) ATTICS WITH DRYWALL CEILING ACCESSIBLE ONLY BY A 2'X3'0" SCUTTLE OPENING WITHOUT A STAIR. (2) WARNING SIGNS ARE ATTACHED TO THE TRUSSES ON EACH SIDE OF THE OPENING AT LEAST 36" ABOVE THE BOTTOM CHORD AND WITHIN 18" OF THE EDGE OF THE OPENING. THE SIGNS SHALL BE CONSTRUCTED OF METAL OR OTHER APPROVED DURABLE MATERIALS SUITABLE FOR THE LOCATION AND BE A MIN. OF 40 SQ. IN. IN AREA WITH 3/4" MIN. HIGH LETTERS ON A CONTRASTING BACKGROUND THAT READS "WARNING - TRUSSES NOT DESIGNED FOR ATTIC STORAGE." (3) ATTIC AREAS OVER GARAGE AREAS WITH DRYWALL CEILING SHALL BE PROVIDED WITH A HORIZONTAL RAILING ATTACHED TO THE TRUSSES ON EACH SIDE OF THE OPENING AT LEAST 24" AND NOT MORE THAN 36" ABOVE THE BOTTOM CHORD. THE RAILING IS INTENDED TO BE AN OBSTRUCTION TO EASY ACCESS FOR STORAGE AND SHALL BE CONSTRUCTED OF 1x4s, 2x4s OR 3/8"x6" PLYWOOD. IT MAY BE SHOP OR FIELD APPLIED.
- (A) METAL CONNECTOR GAUGE SIZES AND NAME OF CONTRACTORS MANUFACTURER AND CAPACITY OF EACH CONNECTION.
- (B) LUMBER SPECIFICATIONS
- (C) PITCH, SPAN AND SPACING OF TRUSSES
- (D) DESIGN LOADS AND ALLOWABLE STRESS INCREASE, IF ANY
- (E) SIZE AND LOCATION OF ALL CONNECTOR PLATES
- (F) TRUSS SUPPORTS
- (G) CAMBER, IF ANY
- (H) PERMANENT BRACING
- (I) HANDLING AND ERECTION INSTRUCTIONS
- (1) THREE COPIES OF EACH TRUSS DESIGN AND/OR SHOP DRAWINGS SHALL BE SUBMITTED TO LT DESIGNS LLC FOR REVIEW PRIOR TO THE FABRICATION OF ANY COMPONENTS
- (2) STRUCTURAL ENGINEER'S REVIEW OF DRAWING PREPARED BY CONTRACTORS, SUPPLIERS, ETC., ARE ONLY FOR CONFORMANCE WITH DESIGN CONCEPT. CONSTRUCTION SHALL NOT START WITHOUT SAID REVIEW.
- (3) TRUSS COMPANY WILL VERIFY KNEE HEIGHTS AND ROOF CONFIGURATION, AND TO NOTIFY THE ARCHITECT OF ANY INCONSISTENCIES PRIOR TO FABRICATION.

- MASONRY**
- (1) STONE VENEER TO BE INSTALLED PER MANUFACTURERS SPECIFICATIONS & WARRANTY REQUIREMENTS
- WOOD**
- (2) STANDARDS: "TIMER CONSTRUCTION MANUAL" BY AMERICAN INSTITUTE OF TIMER CONSTRUCTION (LATEST EDITION). "NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION" BY THE NATIONAL FOREST PRODUCTS ASSOCIATION (LATEST EDITION).
- (3) ALL LUMBER SHALL CONFORM TO THE SPECIES AND FULLY RECOGNIZE MINIMAL SIZES SHOWN ON THE PLANS OR TRUSS ENGINEER'S DESIGNS. ALL MEMBERS SHALL BE CUT FROM LUMBER, WHICH BEARS THE PROPER GRADEMARK STAMP OF A RECOGNIZED GRADING ASSOCIATION OR LICENSED LUMBER INSPECTION AGENCY. NO LUMBER SHALL BE USED WHICH DOES NOT APPEAR TO CONFORM TO THE PROPER DIMENSIONS AND/OR GRADE.
- (4) SIZE AND SHAPE OF SHEAR WALLS AND SHEAR WALL SEGMENTS WITHIN SHEAR WALLS CONTAINING OPENINGS SHALL BE LIMITED AS SET FORTH IN IRC 2015

- DRYWALL**
- (2) DRYWALL INSTALLATIONS MUST BE IN ACCORDANCE WITH THE GYPSUM ASSOCIATION RECOMMENDED PRACTICES. THICKNESS, NAILING AND TAPING OF FIRE RATED TYPES MUST BE INSTALLED ACCORDING TO APPROVED TEST ASSEMBLIES.
- (3) PROVIDE WATER-RESISTANT GYPSUM BACKER BOARD AS A SUBSTRATUM IN BATHTUB AND SHOWER AREAS.

- WINDOWS & DOORS**
- Insulate Equal to R-Value of Surrounding Wall or Ceiling Insulation R-Value

- CAULKING & SEALANTS**
- (1) EXTERIOR JOINTS AROUND WINDOWS AND DOOR FRAMES, BETWEEN WALL AND PENETRATIONS OR UTILITY SERVICES THROUGH WALL, FLOORS, AND ROOFS, AND ALL OTHER OPENINGS IN THE EXTERIOR ENVELOPE SHALL BE SEALED IN AN APPROVED MANNER. CORROSION RESISTANT FLASHING REQUIRED AT THE TOP AND SIDES OF ALL EXTERIOR DOORS AND WINDOWS AND AT THE INTERSECTION OF ALL MASONRY CONSTRUCTION AND FRAME CONSTRUCTION. (EXCEPTION: NOT REQUIRED WHERE APPROVED WATER RESISTANT SHEATHING AND CAULKING IS USED SO AS TO BE LEAKPROOF.)

- DAMP PROOFING AND WATERPROOFING**
- (2) NO GROUND WATER PRESENT - PROVIDE DRAIN TILE OR PERFORATED PIPE AROUND THE PERIMETER OF THE OUTSIDE OF THE FOUNDATION OR INSIDE THE FOUNDATION UNDER SLAB. DRAIN DISCHARGE SHALL BE BY GRAVITY TO DAYLIGHT OR BE CONNECTED TO A BASEMENT FLOOR SUMP
- (A) AN APPROVED FILTER MEMBRANE SHALL BE PLACED OVER THE TOP OF THE JOINTS/PIPE PERFORATIONS. THE TILE/PIPE SHALL BE PLACED ON 2" MINIMUM GRAVEL OR CRUSHED STONE AND HAVE 6" MINIMUM COVER.
- (B) PROVIDE DAMP PROOFING OF FLOOR SLAB OF 6 MIL POLYETHYLENE FILM BELOW SLAB WITH POINTS IN MEMBRANE LAPPED (MIN 6") AND SEALED.
- (C) WALLS SHALL BE DAMP PROOFED WITH A BITUMINOUS MATERIAL, 3/16" PER SQ YD OF ACRYLIC MODIFIED CEMENT, 1"8" COAT OF SURFACE BONDING MORTAR, OR BY ANY OF THE MATERIALS PERMITTED FOR WATERPROOFING.
- (1) 4 INCH MINIMUM GRAVEL BASE IS REQUIRED UNDER FLOOR SLAB AND SHALL PROVIDE A CONTINUOUS DRAINAGE TO A SUMP OR "DAYLIGHT"
- (2) SUMP SHALL DISCHARGE TO A STORM SEWER, OR SWELL AT LEAST 10'-0" AWAY FROM PROPERTY LINE, OR TO AN APPROVED WATERCOURSE.
- (3) BACKFILL SHALL BE FREE OF DEBRIS AND LARGE ROCK, INSTALLED IN LIFTS AND EACH LIFT COMPACTED TO FILL ALL VOIDS.
- (4) GUTTERS AREA REQUIRED WHERE ROOF OVERHANGS ARE LESS THAN 36"
- (5) DOWN SPOUTS SHALL DIRECT WATER AWAY FROM THE FOUNDATION, AND NOT BE CONNECTED TO A SANITARY SEWER.
- (6) BASEMENT AREAWAY DRAINS AND FOUNDATION DRAIN TILES ARE NOT TO BE CONNECTED TO A SANITARY SEWER.

- GLAZING**
- (1) EVERY SLEEPING ROOM SHALL HAVE AT LEAST ONE OPERABLE WINDOW OR EXTERIOR DOOR APPROVED FOR EMERGENCY EGRESS OR RESCUE. WHERE WINDOWS ARE PROVIDED FOR THIS PURPOSE, THE WINDOW SHALL HAVE THE BOTTOM OF THE CLEAR OPENING NOT MORE THAN 44" ABOVE THE FLOOR. ALL EGRESS OR RESCUE WINDOWS SHALL CONFORM TO THE FOLLOWING:
- (A) MINIMUM NET CLEAR OPENING OF 5.7 SQ FT IF THE SILL IS 6 FT OR MORE ABOVE FINISHED GRADE.
- (B) MINIMUM NET CLEAR OPENING OF 5.0 FT IF THE SILL IS LESS THAN 6 FT ABOVE FINISHED GRADE.
- (C) MINIMUM NET CLEAR OPENING HEIGHT OF 24".
- (D) MINIMUM CLEAR OPENING WIDTH OF 20".
- (1) GLAZING IN STORM DOORS, EXTERIOR OR INTERIOR DOORS, GUARDS AND RAILINGS, PATIO DOORS, SHOWER AND TUB ENCLOSURE WALLS, PANELS AND DOORS TO BE FULLY TEMPERED, LAMINATED SAFETY, OR APPROVED SHATTER RESISTANT PLASTIC.
- (2) GLAZING IN ANY PORTION OF A BUILDING WALL ENCLOSURE BATHTUBS, SHOWERS, HOT TUBS, ETC. WHICH IS LOCATED 60" BELOW A STANDING SURFACE SHALL BE SAFETY GLAZING.
- (3) ANY GLAZING MATERIAL ADJACENT TO A DOOR WHERE THE NEAREST VERTICAL EDGE TO THE GLAZING MATERIAL IS WITHIN A 24" ARC OF EITHER VERTICAL EDGE OF A DOOR IN THE CLOSED POSITION, AND IF THE BOTTOM EDGE OF THE GLAZING MATERIAL IS LESS THAN 60" ABOVE THE FLOOR, MUST BE LAMINATED SAFETY GLAZING, FULLY TEMPERED GLASS OR APPROVED SHATTER RESISTANT PLASTIC.
- (4) SAFETY GLAZING IS REQUIRED FOR FIXED OR OPERABLE PANELS THAT MEET ALL OF THE FOLLOWING:
- (A) INDIVIDUAL PANE GREATER THAN 9 SQ FT
- (B) BOTTOM EDGE LESS THAN 18" ABOVE FLOOR
- (C) TOP EDGE MORE THAN 36" ABOVE FLOOR
- (D) WALKING SURFACE WITHIN 36" HORIZONTALLY.
- EXCEPTION: THE FOLLOWING PRODUCTS AREA SPECIFICALLY EXEMPT FROM THE STANDARD FOR ARCHITECTURAL GLAZING MATERIALS: LOUVERS OF JALOUSIE DOORS, OPENING IN DOORS THROUGH WHICH A 3/4" DIAMETER SPHERE IS UNABLE TO PASS, AND LEADED GLASS OR FACETED GLASS PANELS.
- (1) SLOPED GLAZING:
- (A) MULTIPLE LIGHT INSTALLATION - EACH LIGHT OR LAYER SHALL CONSIST OF ANY ONE OF THE FOLLOWING MATERIALS:
- (1) LAMINATED GLASS WITH 30 MIL POLYVINYL BUTYL INTERLAYER.
- (2) WIRED GLASS.
- (3) APPROVED PLASTIC.
- (4) HEAT STRENGTHENED GLASS.
- (5) FULLY - TEMPERED GLASS.
- (A) SCREENS SHALL BE INSTALLED BELOW MULTIPLE LIGHTS, WHICH CONTAIN HEAT-STRENGTHENED GLASS. FULL - TEMPERED GLASS AND WIRE GLASS AS THE BOTTOM LAYER. SCREENS SHALL BE NOT MORE THAN 4" BELOW THE GLASS, LESS THAN 12 GAUGE, NOT LARGER THAN 1"X1" MESH, AND SHALL BE DESIGNED TO SUPPORT THE WEIGHT OF THE GLASS.

- INSULATION**
- (1) BATT OR BLANKET INSULATION VAPOR RETARDER, BREATHER PAPER, OR OTHER PAPER OR OTHER COVERINGS SHALL NOT BE LEFT EXPOSED IN UNFINISHED BASEMENTS UNLESS THAT MATERIAL HAS A FLAME SPREAD RATING OF 25 OR LESS AND A SMOKE DEVELOPMENT RATING OF 450 OR LESS.
- (2) FOAM PLASTIC INSULATION SHALL BE SEPARATED FROM THE INTERIOR OF THE BUILDING BY 1/2" GYPSUM WALLBOARD.
- FIRE STOPPING**
- (1) ALL PARTITIONS TO BE FIRE STOPPED AT THE TOP AND BOTTOM. ALL BEARING PARTITIONS TO BE FIRE STOPPED AT MIDPOINT. FIRE STOP WALL AT DROPPED SOFFITS AND DROPPED CEILING'S FIRE STOPPING REQUIRED BETWEEN STAIRWAY STRINGERS AT THE TOP AND BOTTOM OF THE RUN. (THESE ITEMS TO BE VERIFIED WITH THE LOCAL FIRE AUTHORITY.)
- (2) ALL DROPPED CEILING BELOW WOOD JOISTS OR ATTACHED DIRECTLY TO WOOD FLOOR TRUSSES SHALL BE DRAFT STOPPED AT A MAXIMUM 500 SF. INTERVALS PARALLEL TO FRAMING MEMBERS. PROVIDE A IRC 2015 APPROVED SELF-CLOSING 22"X30" ACCESS PANEL IN ALL DRAFT STOPPED AREAS WITH A CLEAR HEIGHT OF OVER 39".

- ENERGY CONSERVATION**
- (1) DESIGN REQUIREMENTS BY ACCEPTED PRACTICE: R- VALUES INDICATED MUST BE OBTAINED BY THE INSULATION MATERIAL USED, NOT BY THE TOTAL SYSTEM.
- ROOF/CEILING**
- MIN R-38
- FRAME WALL & BAND JOISTS MIN R-15
- FLOOR OVER UNHEATED CRAWL SPACE MIN R-30
- BASEMENT FOUNDATION WALL MIN R-13
- MECHANICAL DUCT WORK IN UNHEATED MIN R-30

### HEATING, VENTILATING & AIR CONDITIONING

- (1) WORK SHALL CONSIST OF ALL SERVICES TYPICALLY KNOWN AS "DESIGN/BUILD" WORK, AND SHALL INCLUDE THE FURNISHING OF CONSTRUCTION DOCUMENTS, SPECIFICATIONS, ALL MATERIALS, LABOR, EQUIPMENT AND TOOLS REQUIRED TO PROVIDE A COMPLETE HVAC SYSTEM. ALL HVAC EQUIPMENT AND DUCT WORK SHALL COMPLY WITH THE IRC 2015 BASIC MECHANICAL CODE AND INSTALLED PER SMACNA RECOMMENDATIONS.
- (2) THERMOSTATS USED FOR HEATING AND COOLING SHALL BE CAPABLE OF BEING SET FROM 55 DEGREES F TO 85 DEGREES F AND SHALL BE CAPABLE OF OPERATING THE SYSTEM'S HEATING AND COOLING SEQUENCES. AT LEAST ONE THERMOSTAT SHALL BE PROVIDED FOR EACH HVAC SYSTEM. PROVIDE NIGHT SETBACK THERMOSTAT.
- (3) DRYER VENTS AND BATH FANS SHALL BE 50 CFM MIN. AND VENT TO THE EXTERIOR KITCHEN RANGE WITH HOOD AND DOWNDRAFT COOK TOP FANS SHALL BE 100 CFM MIN. AND VENT TO THE EXTERIOR. NATURAL VENTILATION MAY BE SUBSTITUTED FOR A KITCHEN RANGE WITHOUT A HOOD THROUGH OPERABLY WINDOWS, WITH A MINIMUM VENT AREA OF 4% OF THE FLOOR AREA BEING SERVED.
- (4) MIN. CLEARANCE TO COMBUSTIBLES IS 18" UNLESS THE LISTED MANUFACTURER'S INSTALLATION INSTRUCTIONS ALLOW AN ALTERNATE CLEARANCE DIMENSION. A MINIMUM OF 36" OF CLEARANCE IS REQUIRED AT THE FRONT OF THE APPLIANCE FOR SERVICE. FUEL BURNING APPLIANCES IN A PRIVATE GARAGE SHALL HAVE A CLEARANCE OF 18" MIN (OR HIGHER IF REQ.) BY MANUFACTURER BETWEEN FINISHED FLOOR LEVELS AND THE COMBUSTION CHAMBER, AND BE PROTECTED FROM DAMAGE BY PIPE BOWLD OR OTHER APPROVED METHOD. SUSPENDED FUEL BURNING APPLIANCES IN PRIVATE GARAGES SHALL BE INSTALLED WITH A MIN. CLEARANCE OF 6'-0" ABOVE THE FLOOR.
- (5) GAS VENTS SHALL EXTEND A MIN. OF 3'-0" ABOVE THE ROOF AT THE PENETRATION AND AT LEAST 2'-0" THAN ANY PART OF THE BUILDING WITHIN 10'-0"
- (6) EACH GAS APPLIANCE SHALL HAVE A GAS SHUTOFF VALVE AND GROUND JOINT UNION. A SEDIMENT TRAP IS REQUIRED AT EACH APPLIANCE OR GROUP OF APPLIANCES.
- (7) GAS PIPING SHALL BE IDENTIFIED AT INTERVALS OF NO MORE THE 5 FEET IN CONCEALED LOCATIONS.
- (8) ATTIC AND ENCLOSED RAFTER SPACE VENTILATION AREA IS TO BE AT LEAST 1/150 OF THE AREA SERVED. MIN. TWO REMOTE VENTS REQUIRED. WHERE RIDGE OR GABLE VENTS ARE USED 1/2 OF THE AREA IS TO BE PROVIDED BY RIDGE OR GABLE VENTS AND 1/2 BY EAVE OR CORNIC VENTS. REQUIRED VENTILATION AREA MAY BE REDUCED TO 1/300 WHERE A VAPOR RETARDER IS PROVIDED ON THE UNCONDITIONED SIDE OF THE INSULATION, OR WHERE THE GABLE OR RIDGE VENTS ARE LOCATED IN THE UPPER 1/3 OF THE ATTIC OR ENCLOSED RAFTER SPACE.
- (9) FOUNDATION CRAWL SPACES MUST HAVE AT LEAST TWO REMOTE VENTS, AS CLOSE TO THE CORNERS AS POSSIBLE. VENT AREA SHALL BE AT LEAST 1/150 OF THE AREA SERVED.
- (10) POWER VENTS MAY BE SUBSTITUTED FOR NATURAL VENTILATION. POWER VENTS MUST EQUAL 0.02 CPM MIN. PER SF. OF AREA AND COME ON AUTOMATICALLY WHEN HUMIDITY REACHES 60% OR MORE.

- ELECTRICAL**
- (1) ALL WORK SHALL CONSIST OF ALL SERVICES TYPICALLY KNOWN AS "DESIGN/BUILD" WORK, AND SHALL INCLUDE THE FURNISHING OF CONSTRUCTION DOCUMENTS AS REQUIRED, MATERIALS, LABOR, EQUIPMENT AND TOOLS TO INSTALL A COMPLETE SYSTEM OF ELECTRIC, POWER AND LIGHTING.
- (2) INSTALL NEC APPROVED SMOKE DETECTORS SHALL BE INTERCONNECTED SO THAT AN ALARM WILL SOUND THROUGHOUT THE DWELLING UNIT. PROVIDE BATTERY BACKUP. INSTALLATION SHALL MEET NFPA72-93.
- (3) RECESSED LIGHT FIXTURES INSTALLED IN INSULATED CEILING AND/OR ATTIC SHALL BE TYPE 'IC' NON-'IC' TYPE FIXTURES ARE NOT ACCEPTABLE IN INSULATED CEILING'S, EVEN WITH BOXES BUILT AROUND THEM.
- (4) KITCHEN AND DINING AREA COUNTER RECEPTACLE SHALL BE SUPPLIED BY AT LEAST 2 DIFFERENT CIRCUITS.
- (5) IN CLOTHES CLOSETS, INCANDESCENT FIXTURES WITH OPEN OR ONLY PARTIALLY ENCLOSED LAMPS AND PENDANT FIXTURES ARE PROHIBITED. FIXTURES MUST MEET THE FOLLOWING MIN. CLEARANCE TO THE NEAREST STORAGE SPACE: SURFACE MOUNTED INCANDESCENT FIXTURES - 12" MIN. & SURFACE MOUNTED FLORESCENT FIXTURES AND RECESSED FIXTURES - 6" MIN.
- (6) INTERIOR STAIRWAYS TO BE PROVIDED WITH A MINIMUM OF 10 FOOT-CANDLE MEASURED AT EVERY TREAD NOSING. ALL EXTERIOR STAIRWAYS SERVING THE DWELLING TO HAVE A MINIMUM FOOTCANDLE MEASURED ON THE TREAD RUNS. INTERIOR STAIRWAYS SHALL HAVE ILLUMINATED LIGHTING CONTROLS AT EACH FLOOR LEVEL. SWITCHES MUST BE OPERABLE FROM THE TOP AND THE BOTTOM OF THE STAIRWAY WITHOUT TRAVERSING ANY STEP OF THE STAIRWAY.
- (7) GROUND FAULT CIRCUIT INTERRUPTION PROTECTION SHALL BE PROVIDED IN THE FOLLOWING LOCATIONS:
- (A) BATHROOMS
- (B) GARAGES, EXCEPT CEILING MOUNTED RECEPTACLES FOR GARAGE DOOR OPERER
- (C) OUTDOORS
- (D) UNFINISHED BASEMENTS AND CRAWL SPACES, EXCE LAUNDRY CIRCUIT OR SUMP
- (E) RECEPTACLES INTENDED TO SERVE COUNTER TOP SURFACES
- (F) RECEPTACLES INTENDED TO SERVE THE COUNTER TOP SURFACES OF A WET BAR THAT ARE LOCATED WITHIN 6'-0" OF THE OUTSIDE EDGE OF THE SINK
- (8) ALL OUTLETS 5'5" FROM FLOOR OR LESS ARE REQUIRED TO BE TAMPER RESISTANT - EXCEPT BEHIND NOT EASILY REMOVED APPLIANCE

- (1) AT LEAST 1 LIGHTING OUTLET IS REQUIRED IN EACH ATTIC, CRAWL SPACE, BASEMENT OR UTILITY ROOM THAT IS USED FOR STORAGE OR CONTAINS HVAC EQUIPMENT REQUIRING SERVICING.
- (2) ELECTRICAL PANELS SHALL NOT BE INSTALLED IN BATHROOMS OR CLOTHES CLOSETS. LIGHTING IS REQUIRED IN THE VICINITY OF THE ELECTRICAL PANEL A MINIMUM OF 3'-0" CLEARANCE IS REQUIRED IN FRONT OF THE ELECTRICAL PANELS.
- (3) RECEPTACLE OUTLETS FOR RANGES AND CLOTHES DRYERS MUST BE THREE-POLE WITH GROUND TYPE.
- (4) IF FOOTING STEEL IS INSTALLED IT MUST BE USED AS GROUNDING ELECTRODE THE CONNECTION MUST BE MADE TO THE STEEL WITHIN 5' OF THE POINT OF ENTRANCE TO THE BUILDING. A SUPPLEMENTAL GROUNDING ELECTRODE SHALL BE PROVIDED AS SPECIFIED IN NEC SECTIONS 250-81 OR 250-83.

- PLUMBING**
- (1) ALL WORK SHALL CONSIST OF ALL SERVICES TYPICALLY KNOWN AS "DESIGN/BUILD" WORK, AND SHALL INCLUDE THE FURNISHING OF CONSTRUCTION DOCUMENTS AS REQUIRED, MATERIALS, LABOR, EQUIPMENT AND TOOLS TO PROVIDE A COMPLETE SYSTEM OF PLUMBING AND SEWER.
- (2) ALL HOSE BIBS TO BE FREEZE PROOF
- (3) LEAD-FREE SOLDER IS REQUIRED ON ALL COPPER WATER SUPPLY PIPING
- (4) THE WATER SERVICE PIPE AND THE BUILDING SEWER ARE TO BE A MIN OF 10'-0" APART HORIZONTALLY
- (5) TRAP SEAL OR PRIMER IS REQUIRED AT FLOOR DRAINS
- ROOFING**
- (1) ALL UNDERLAYMENT TO BE A MINIMUM OF TYPE I PER ASTM D226-95, CALLED NO. 15 ASPHALT FELT.
- (2) PROVIDE CORROSION RESISTANT METAL FLASHING AT ALL ROOF INTERSECTIONS, ROOF AND WALL INTERSECTIONS, INTERSECTION WITH CHIMNEYS, INTERSECTION OF EXTERIOR WALLS AND PORCHES AND DECKS, ETC. ROLLED ROOFING OR TWO LAYERS OF 15# FELT MAY BE SUBSTITUTED FOR FLASHING AT THE ROOF VALLEY PROVIDED THE SHINGLES ARE PROPERLY OVERLAPPED.
- (3) THE UNDERLAYMENT SHALL BE INSTALLED TO EXTEND AT LEAST 18" @ 2014 BEYOND A ROOF VALLEY OR HIP FROM EITHER DIRECTION.
- (4) MIN. ROOF SLOPE TO BE 1/4:12 WITH APPROVED LOW-SLOPE ROOF COVERING MATERIALS.
- (5) ASPHALT ROOF ROOFING INSTALLED ON ROOFS OF LESS THAN 3:12 SHALL BE APPLIED PARALLEL TO THE EAVES. IT SHALL BOT BE INSTALLED ON ROOF SLOPES BELOW 1:12. A SINGLE LAYER OF UNDERLAYMENT IS REQUIRED WHEN LESS THAN 4:12.

- (6) ASPHALT AND FIBERGLASS SHINGLES SHALL BE LAID WITH DOUBLE COVERAGE AND ARE TO BE APPROVED SELF-SEALING TYPES OR HAND SEALED. A SINGLE LAYER OF TYPE I UNDERLAYMENT IS REQUIRED OVER THE ENTIRE ROOF FOR ALL ROOF SLOPES LESS THAN 4:12. ASPHALT SHINGLES SHALL NOT BE INSTALLED ON ROOF SLOPES BELOW 2:12.
- (7) FOR OVERHANGS LESS THAN 12" AN ICE SHIELD IS REQUIRED. TWO LAYERS OF TYPE I UNDERLAYMENT CEMENTED TOGETHER OR AN APPROVED WATERPROOFING MEMBRANE FROM THE EDGE OF THE EAVE TO AT LEAST 24" INSIDE THE EXTERIOR WALL LINE.
- MISCELLANEOUS**
- (1) FINISH GRADES AT THE BUILDING TO BE MIN 8" BELOW TOP OF FOUNDATION AT FRAME OR BRICK VENEER WALLS AND 6" MIN BELOW TOP OF FOUNDATION AT MASONRY WALLS.
- (2) SLOPE GRADE AWAY FROM BUILDING MIN. 1" PER FOOT FOR A DISTANCE OF 8' TO SWELL. ALL AREAS TO BE SLOPPED TO LOWER ELEVATIONS OR TO DRAINAGE STRUCTURES ON OR IN THE AREA OF THE SITE.
- (3) CABINET SUPPLIER TO FIELD MEASURE AREA OF WORK AFTER ROUGH FRAMING TO ASSURE EXACT FIT OF CABINETS AND SCRIBES TO ASSURE FREE OPERATION OF ALL DOORS.
- (4) INTERIOR FINISH MATERIALS SHALL NOT HAVE A FLAME SPREAD RATING EXCEEDING 200.
- (5) PROVIDE TERMITE TREATMENT.
- (6) MASONRY CHIMNEY OUTLETS SHALL BE LOCATED A MIN. 3' ABOVE POINT OF ROOF PENETRATION, AND A MIN. OF 2' ABOVE ANY PART OF THE BUILDING WITHIN 10'.
- (7) LOCKS WITH THUMB TURNS ON THE INSIDE ARE PERMITTED. INSIDE KEY OPERATION IS PERMITTED PROVIDED THE KEY CANNOT BE REMOVED FROM THE LOCK WHEN LOOKED FROM THE INSIDE.
- (8) ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES.

### UPDATED CODES - WHERE APPLICABLE

IRC 2021
IRC 2021
UPC 2021
NEC 2020

DATE: 15 Sept 2025

REVISED:

APPROVED BY: \_\_\_\_\_  
HOME OWNER: \_\_\_\_\_

DRAWN BY: TJ

CHECKED BY: LS

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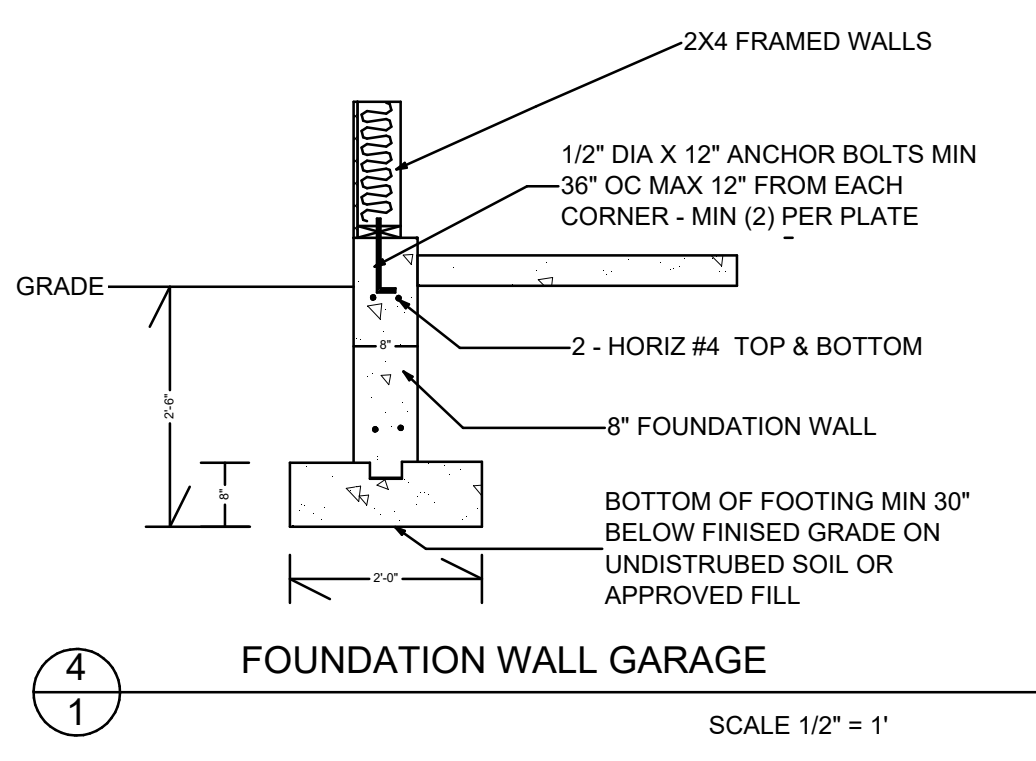
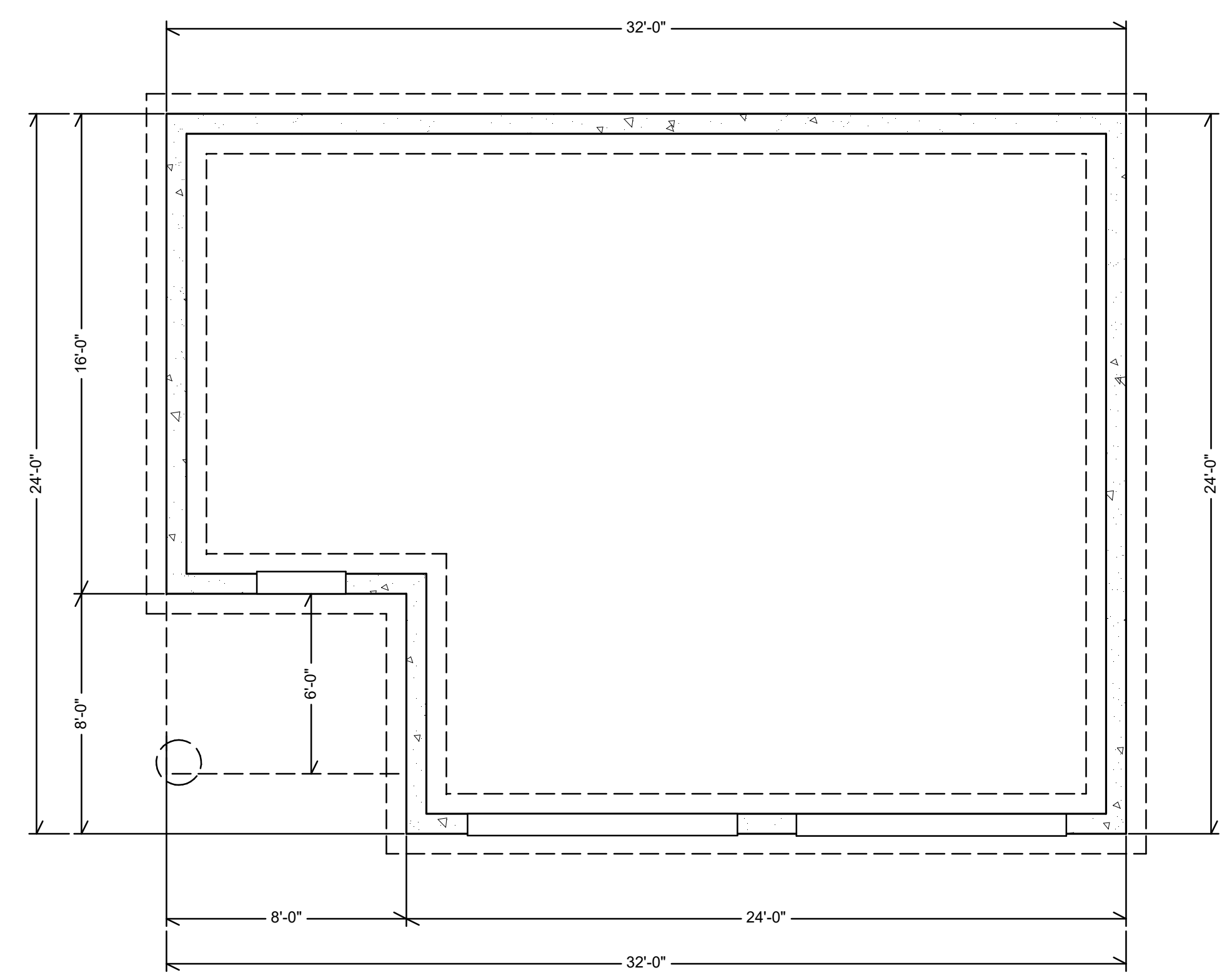
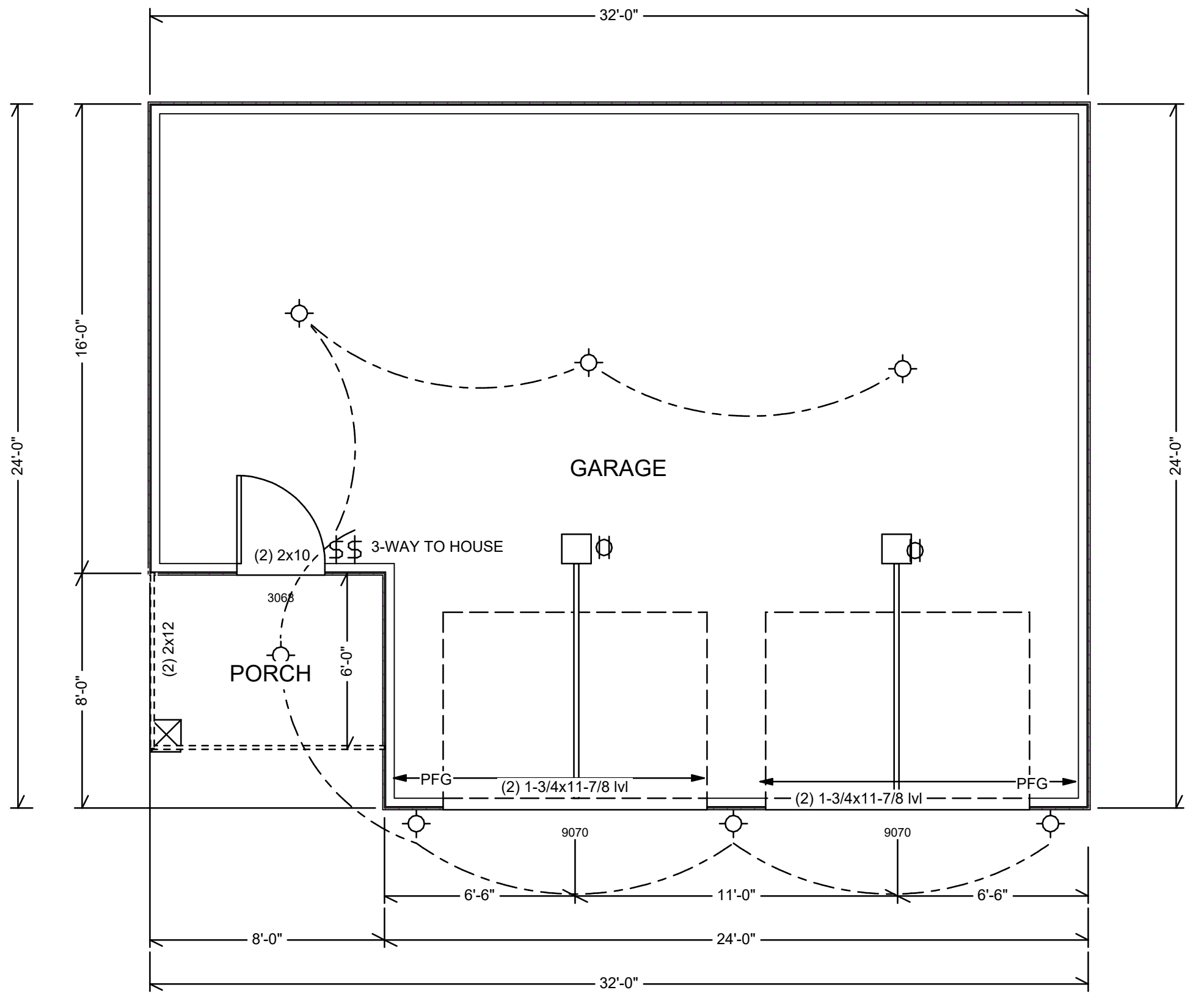
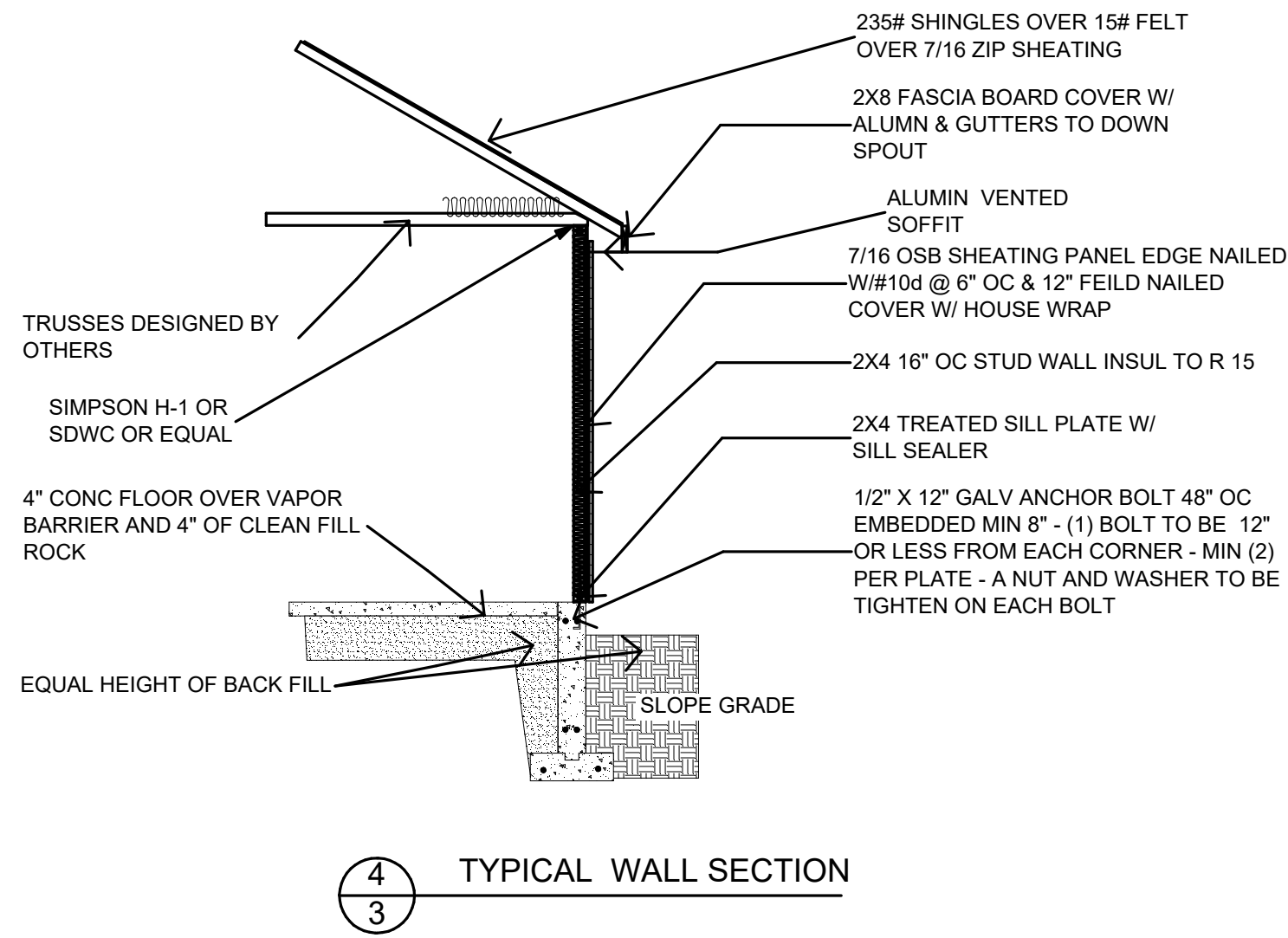
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Braced Wall layout

Justin Wallace  
524 North 8th Street

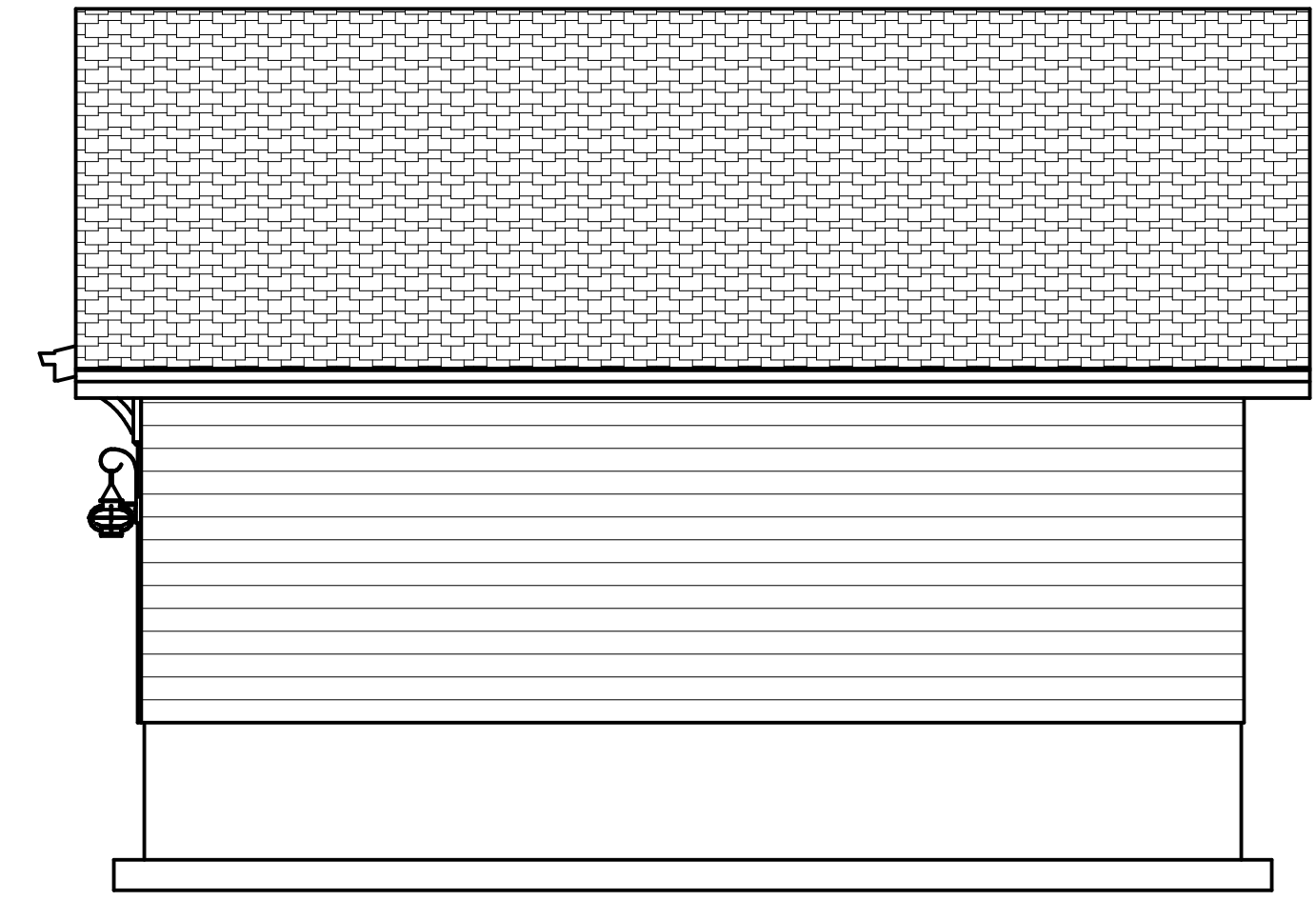
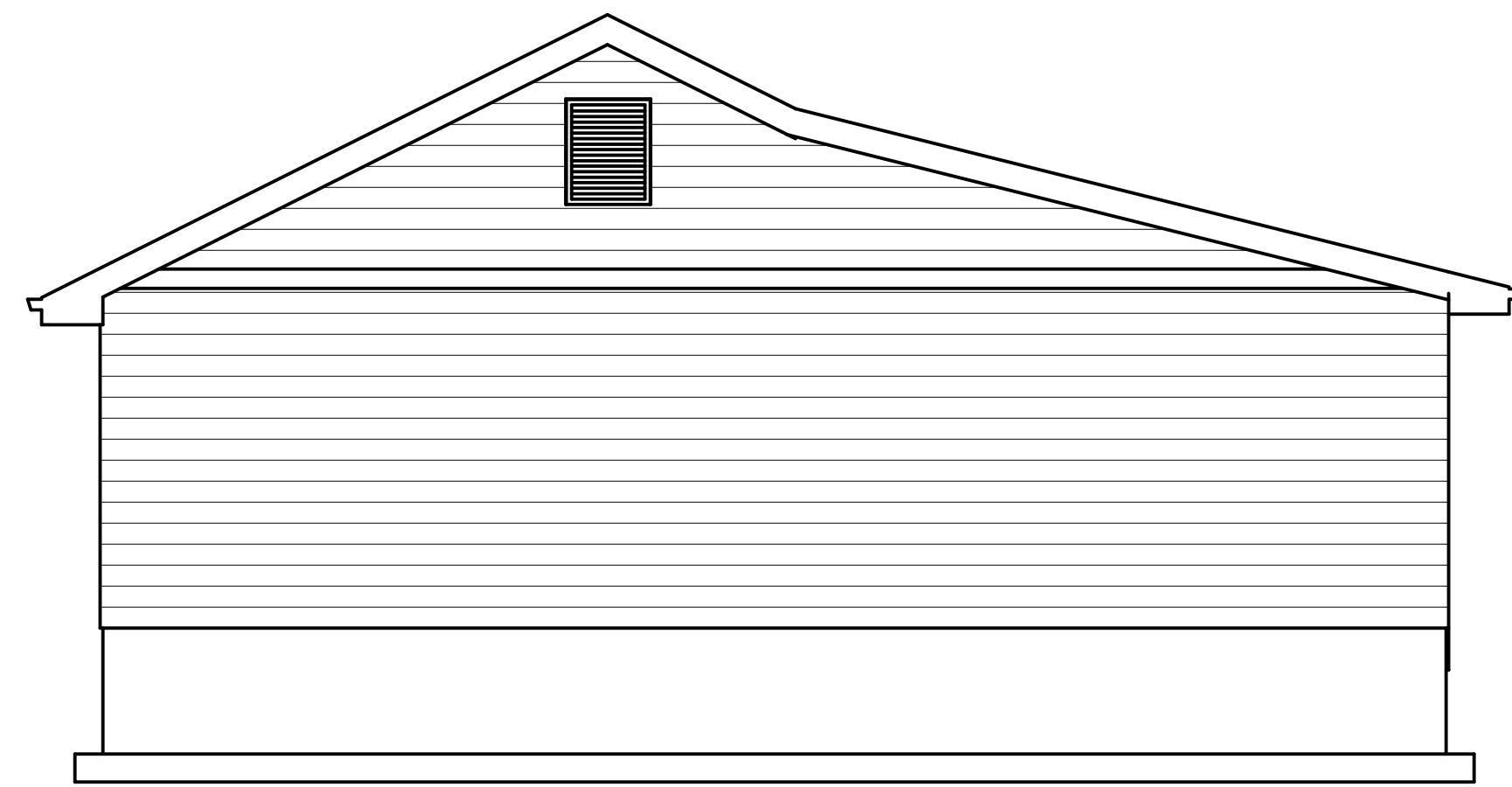
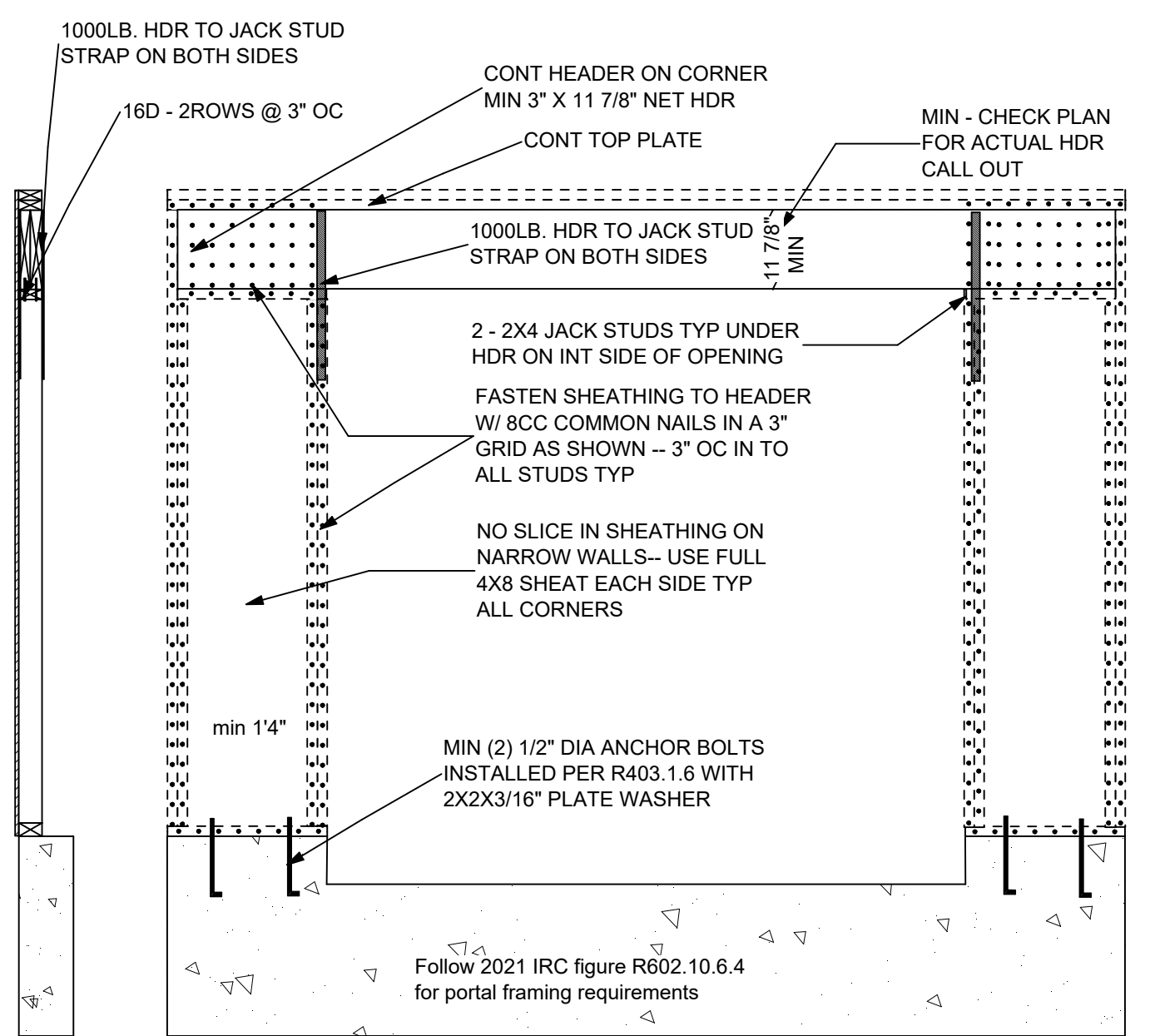
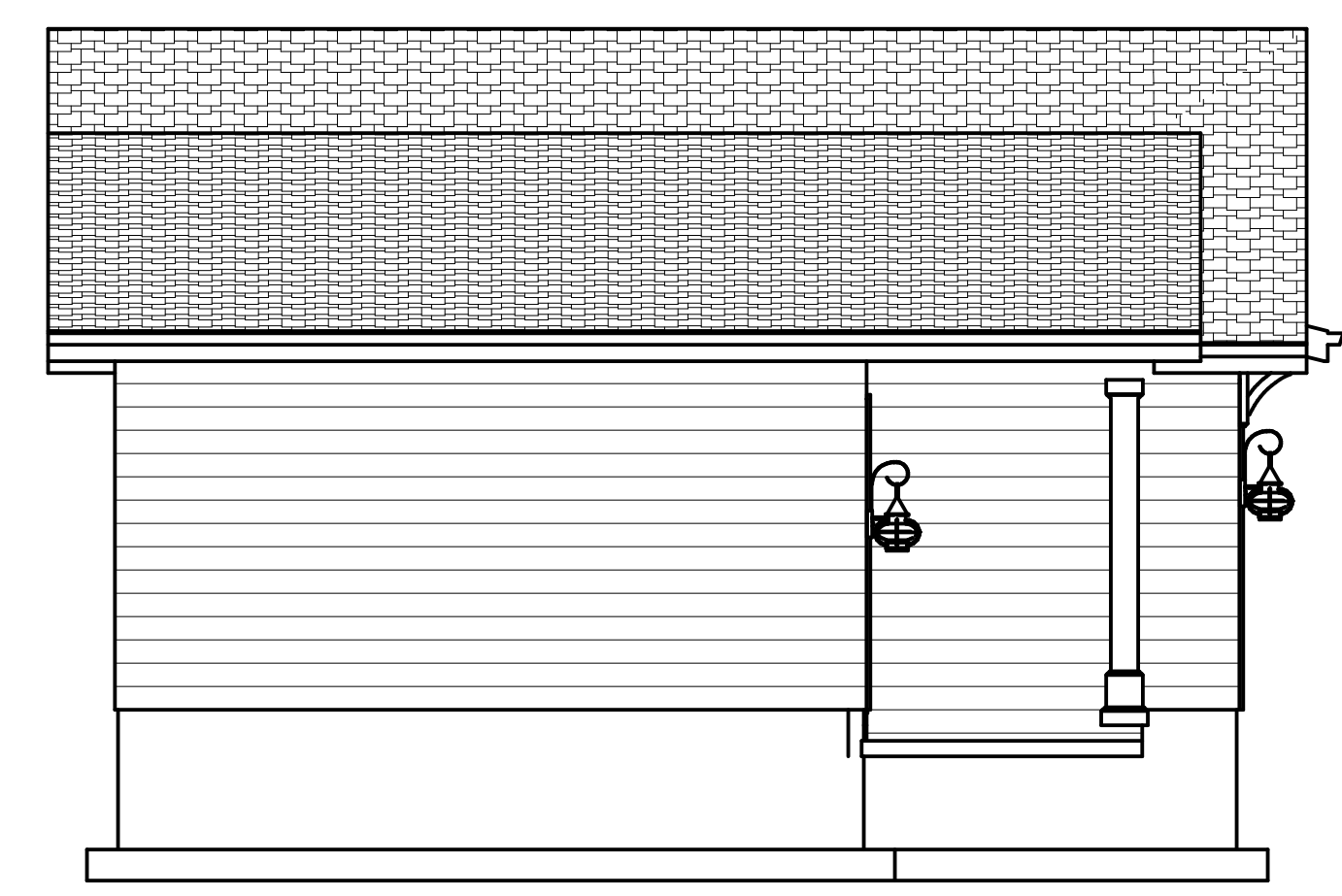
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**WALL BRACING METHODS:** PROVIDE 4' CS-WSP's @ 20' OC

CS-WSP CONTINUOUSLY SHEATHED WOOD STRUCTURAL PANEL USE 7/16" OSB SHEATHING ON EXTERIOR AND 1/2" GYPSUM BOARD ON THE INTERIOR, GYPSUM BOARD ON INTERIOR REQUIRED UNLESS NOTED OTHERWISE ON PLAN. FASTEN OSB W/ 6d COMMON NAILS (2" X 0.113) @ 6" O.C. ALONG PANEL EDGES AND 12" O.C. IN THE FIELD. ALL HORIZONTAL JOINTS SHALL BE BLOCKED.

**4'-0" - CS-WSP**



OPTIONAL GARAGE

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Justin Wallace  
 524 North 8th Street



**AGENDA ITEM #6D**

**STAFF REPORT**  
**REAR ADITION**  
**533 N 6TH STREET**  
**CASE NO. SP-2025-016**

**BY TAYLOR MOORE**

---

**APPLICANT:** Cecil & Nancy Huff  
533 N. 6<sup>th</sup> Street  
St. Charles, MO 63301

**OWNER:** Same

**ADDRESS/LOCATION:** 533 North 6th Street

**ZONING:** R-1E—Single-Family Residential District  
CPD---Commons Preservation District

**USE:** Single-Family Residential

**MEETING DATE:** November 17, 2025

**BACKGROUND**

Built in 1873, the subject property is the two-story, frame Cross Gabled house located at 533 North 6th Street. The dwelling is considered a contributing property to the Commons Preservation National Register Historic District. The applicant is requesting approval to construct a 23.5' x 26' two-story rear addition off the existing primary structure. The proposed addition will include a two-car garage on the ground level with living space located on the second floor. An elevated deck and exterior staircase are also proposed off the second-floor of the addition. Accompanying this report is a site plan, elevation drawings, material examples, and existing photographs of the property.

**APPLICABLE DESIGN GUIDELINES**

**SECTION 400.370: "CPD" COMMONS PRESERVATION DISTRICT**

*C. Architectural Review for Contributing Properties.*

1. No person shall alter the exterior appearance of any building without first obtaining a certificate of appropriateness from the Historic Landmarks Preservation and Architectural Review Board (HLPARB). . . In reviewing applications for a certificate of appropriateness, design guidelines adopted for the district by the HLPARB and City Council shall be used.
2. Every application for a building permit for construction of, additions to and exterior alterations of any contributing building or structure and for every new structure shall be submitted to the HLPARB for issuance of a certificate of appropriateness.

## **Design Guidelines for the St. Charles Commons Neighborhood**

### 4. Additions

- 4.1 Additions are most appropriate if constructed to the rear or side of an existing building.
  - a. Additions to the front of the building are not normally appropriate, especially if they alter the façade.
- 4.2 Additions to existing structures that will alter the façade of the building are prohibited.
- 4.3 Additions should not be taller or wider than the building to which it is added.
- 4.4 Whenever possible, garage doors should face the alley and are most likely inappropriate when facing the street.
- 4.5 Gutters are required for all new roofs, even additions and accessory buildings.

### **STAFF RECOMMENDATION**

The proposed addition will replace the existing enclosed rear porch and tiered deck at the back of the primary structure. The new construction will utilize materials consistent with the existing dwelling, including matching siding, roofing shingles, and double-hung one-over-one windows. A wood deck and stairway will extend from the second floor where a sliding door is proposed to allow access. The applicant plans to install porch lights adjacent to the sliding door and has chosen designs appropriate for the historic character of the home. The ground level of the addition will feature a man-door below the deck, and white paneled overhead-garage doors oriented toward Lewis Street and served by a paved driveway. Due to the proposed new concrete driveway extending from Lewis Street, the applicant will be required to obtain a right-of-way permit from the Engineering Department for review and approval of the proposed curb cut location.

Given the property's corner lot position, the addition will be highly visible. However, the proposed materials and design are compatible with the architectural character of the existing structure and confirm to the district's guidelines. The addition will meet all setback requirements for the district from both the rear and side property lines, including the Lewis Street frontage. Therefore, Staff recommends approval of the proposed addition, subject to the following condition:

1. The applicant submits a right-of-way permit to the Engineering Department for the proposed new driveway location.

### **Recommended Motion:**

**Motion to approve the construction of a 23.5' x 26' rear addition at 533 North 6th Street, subject to the conditions recommended by Staff.**



Figure 1: Subject property seen from North 6<sup>th</sup> Street.



Figure 2: Side yard and rear yard visible from Lewis Street.

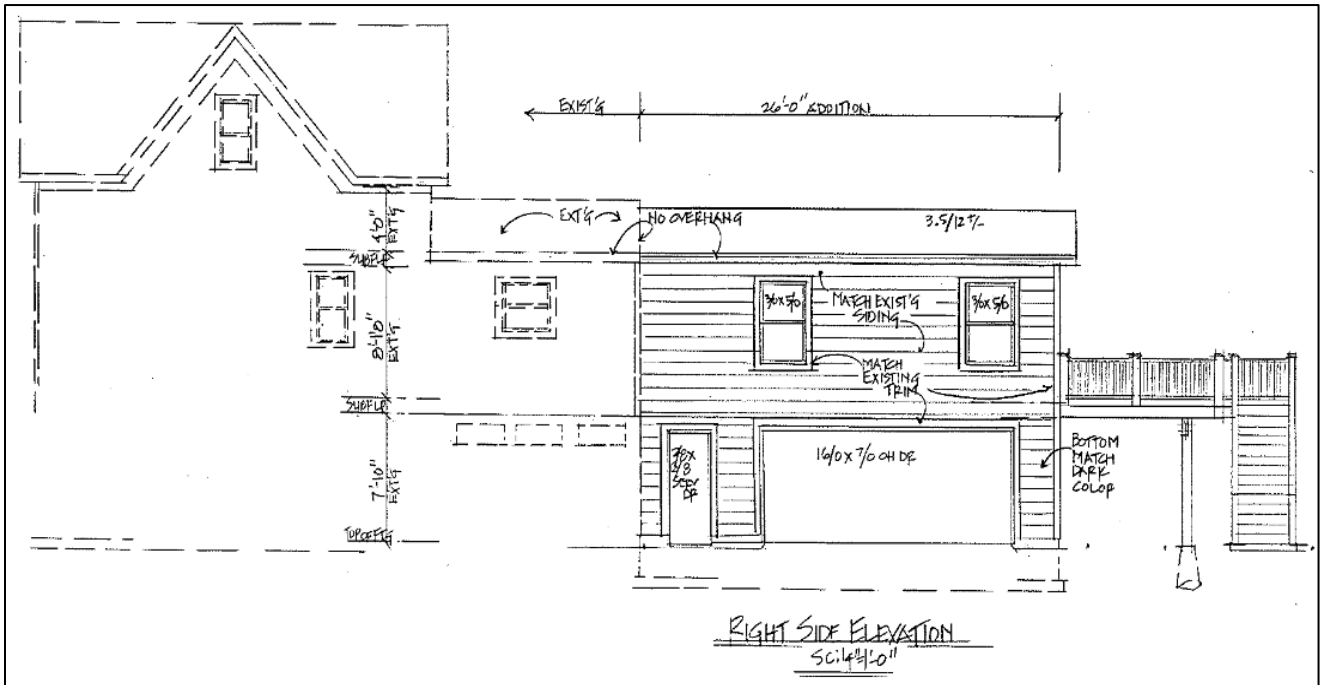


Figure 3: North elevation showcasing proposed addition.

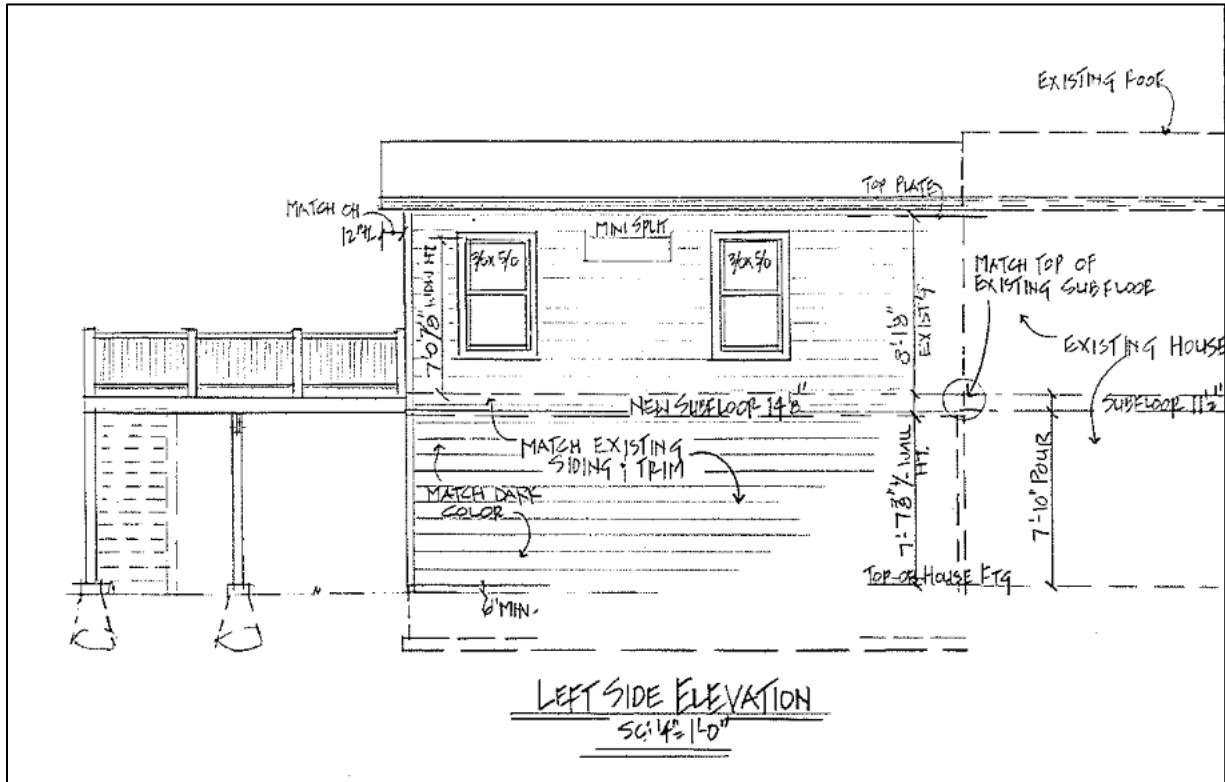


Figure 4: South elevation of proposed addition.

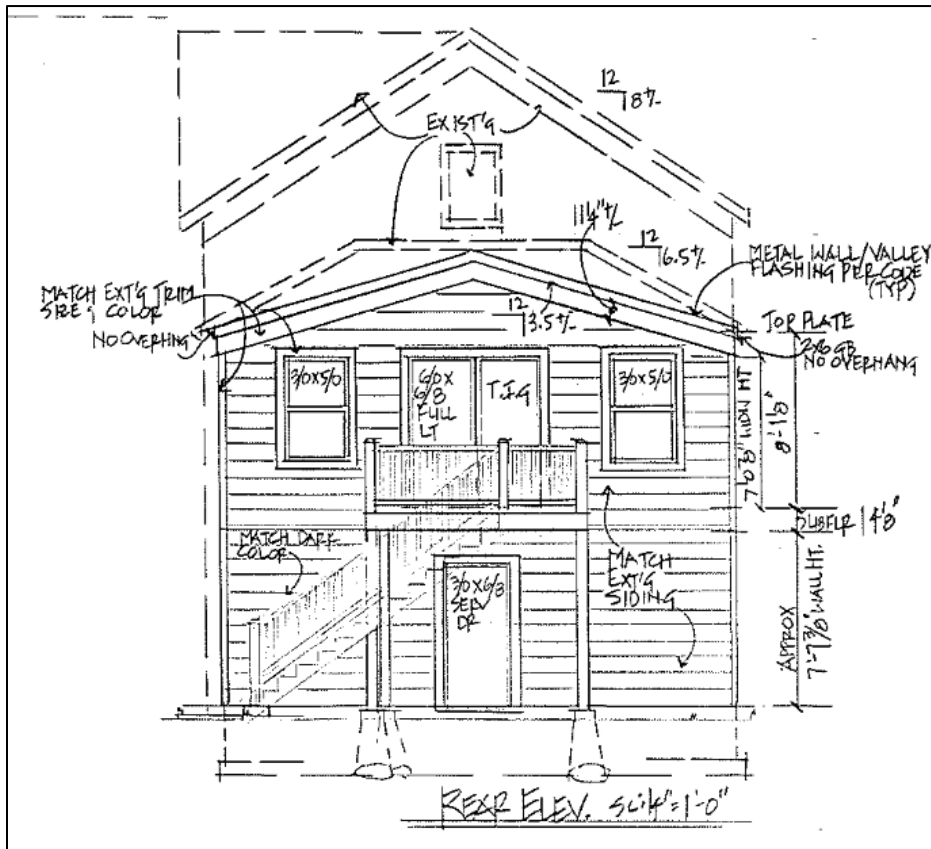


Figure 5: West/rear elevation of proposed addition.

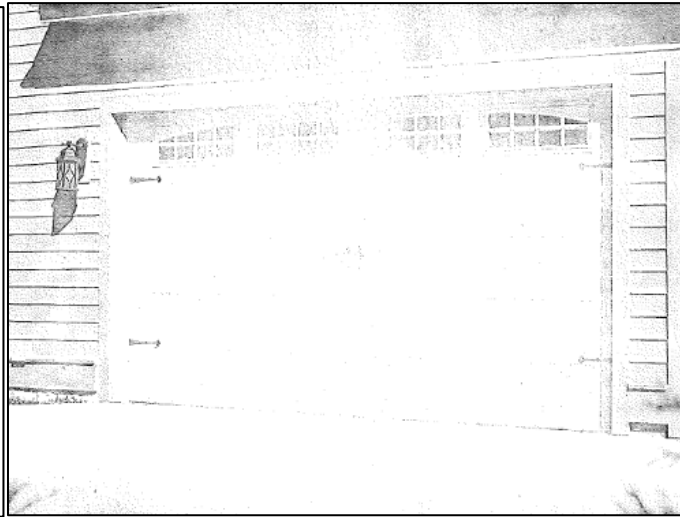
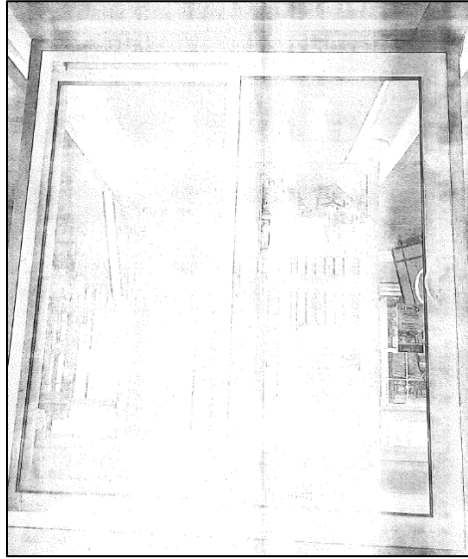


Figure 6: Example man door, sliding door, porch light, and overhead garage door.



Figure 7: Siding example

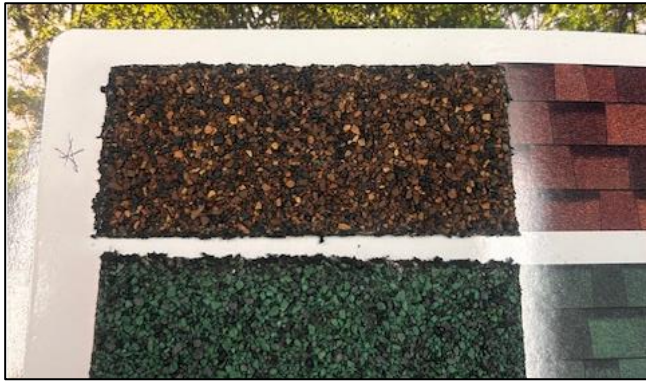


Figure 8: Roofing example.

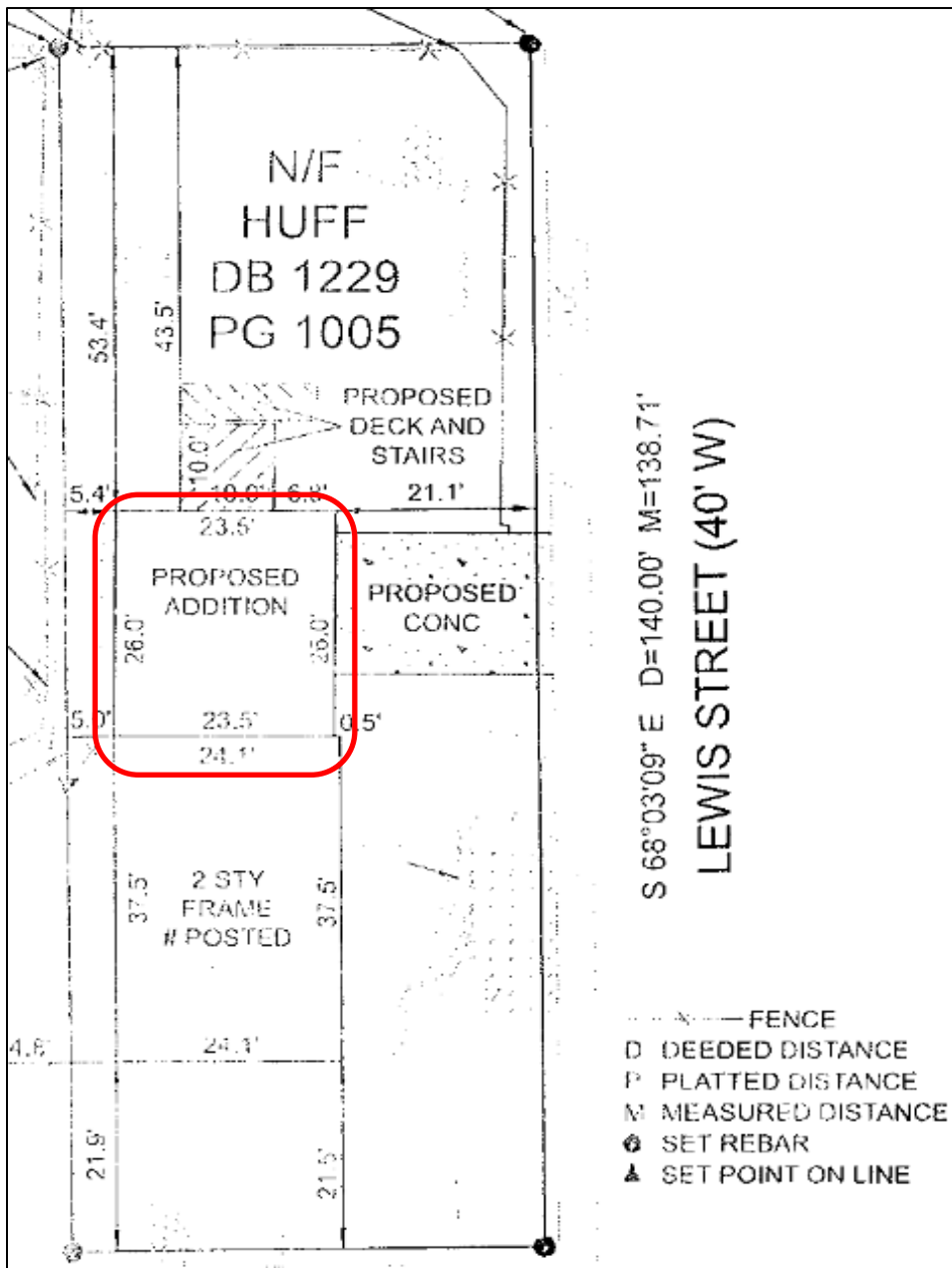


Figure 9: Site plan showcasing proposed additions.



Figure 10: Subject property's location.

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

ADDRESS OF SUBJECT PROPERTY: 533 North Sixth St. Charles

BUSINESS NAME (if applicable): \_\_\_\_\_

**APPLICANT:**

Cecil - Nancy Huff  
(Name)

533 North Sixth Street St. Charles  
(Address)

636-219-4653  
(Phone & Email Address)

**PROPERTY OWNER:**

\_\_\_\_\_  
(Name)

Same as above  
(Address)

\_\_\_\_\_  
(Phone & Email Address)

**HISTORIC DISTRICT LOCATION:**

- Commons Preservation District       Extended Historic Preservation District  
 Frenchtown Preservation District       Historic Downtown Preservation District  
 South Main Preservation District

DATE OF ORIGINAL CONSTRUCTION: 1873

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Existing home: residential  
2 story took under garage  
from side street (Lewis Street)  
Vinyl siding

**PROJECT DESCRIPTION (mark and explain each that may apply):**

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: 2 car garage with living space above

Demolish or move structure: tear off old porch deck to accommodate

Construct a new addition: garage with room above

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): \_\_\_\_\_

Other (briefly explain): \_\_\_\_\_

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

2 car garage with room above  
Siding - roof to match existing home  
New driveway attaching to Lewis Street  
wood windows to match existing home

**APPLICATION SUBMITTAL:**

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

**A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via [Landmarks@stcharlescitemo.gov](mailto:Landmarks@stcharlescitemo.gov)). Directions for digital submittal are attached.** The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

- ✓ 1. A complete application.
- 2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
- 3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
- 4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: \_\_\_\_\_

Date: 10-20-23

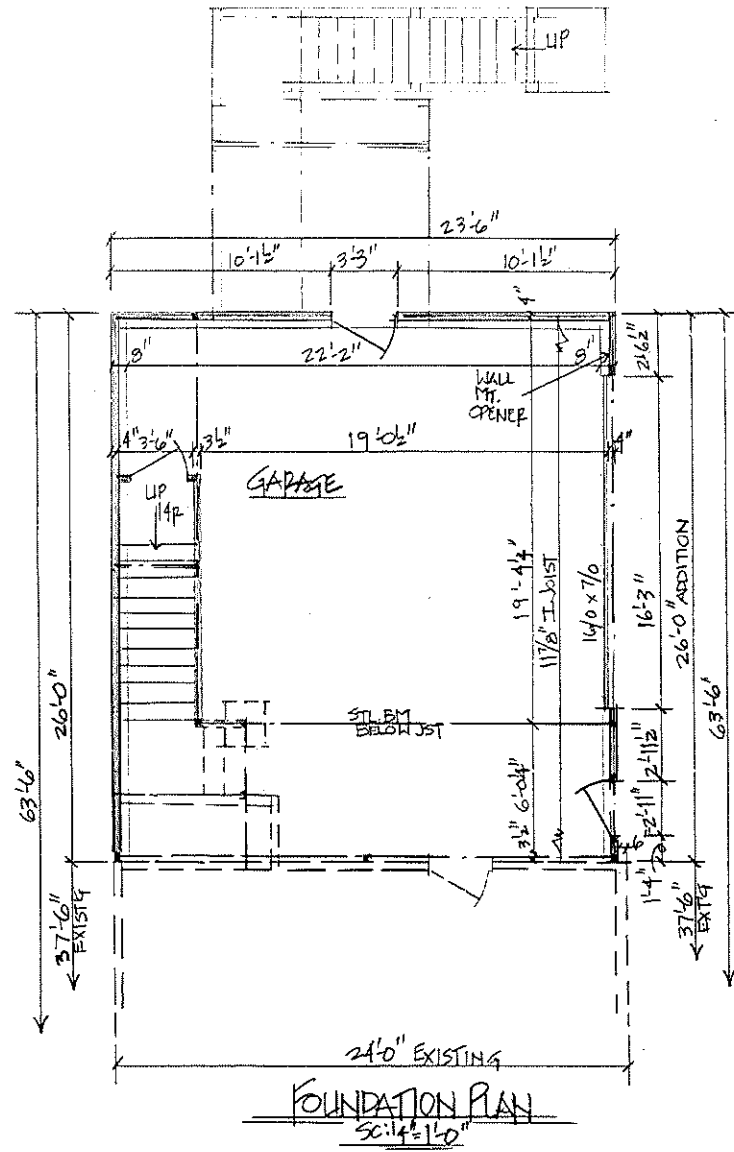
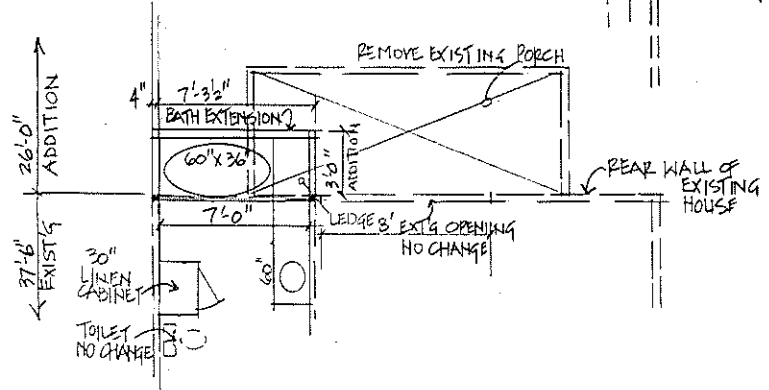
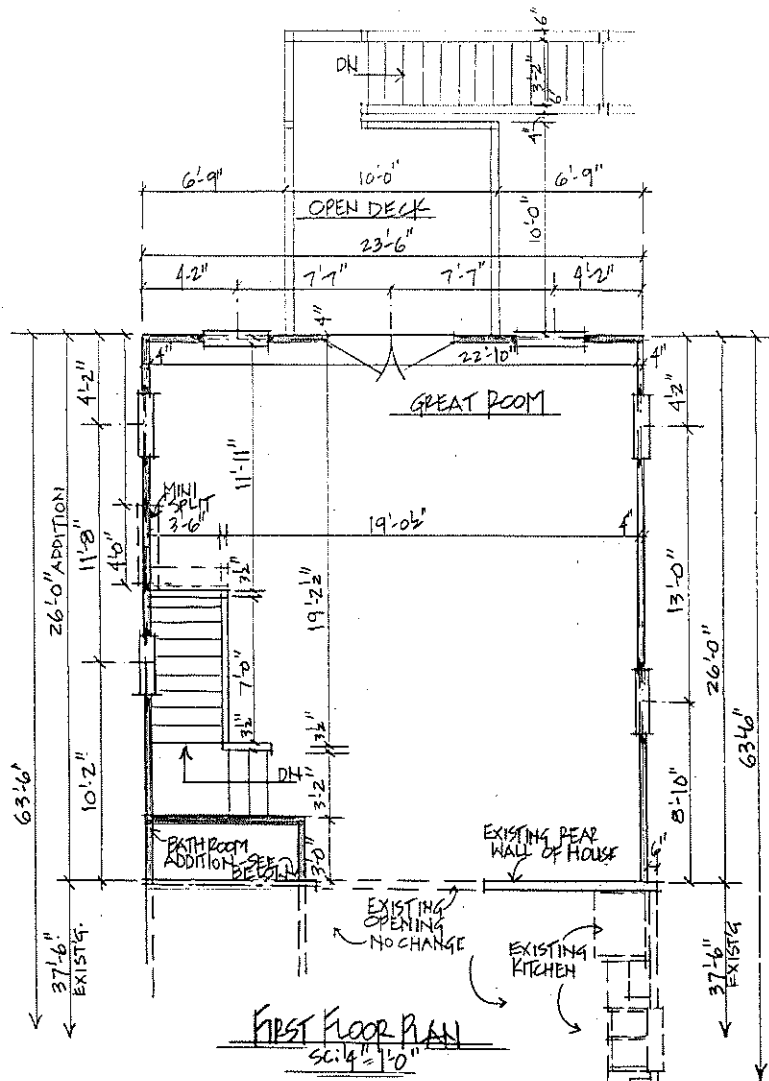
Signature of the property owner: \_\_\_\_\_

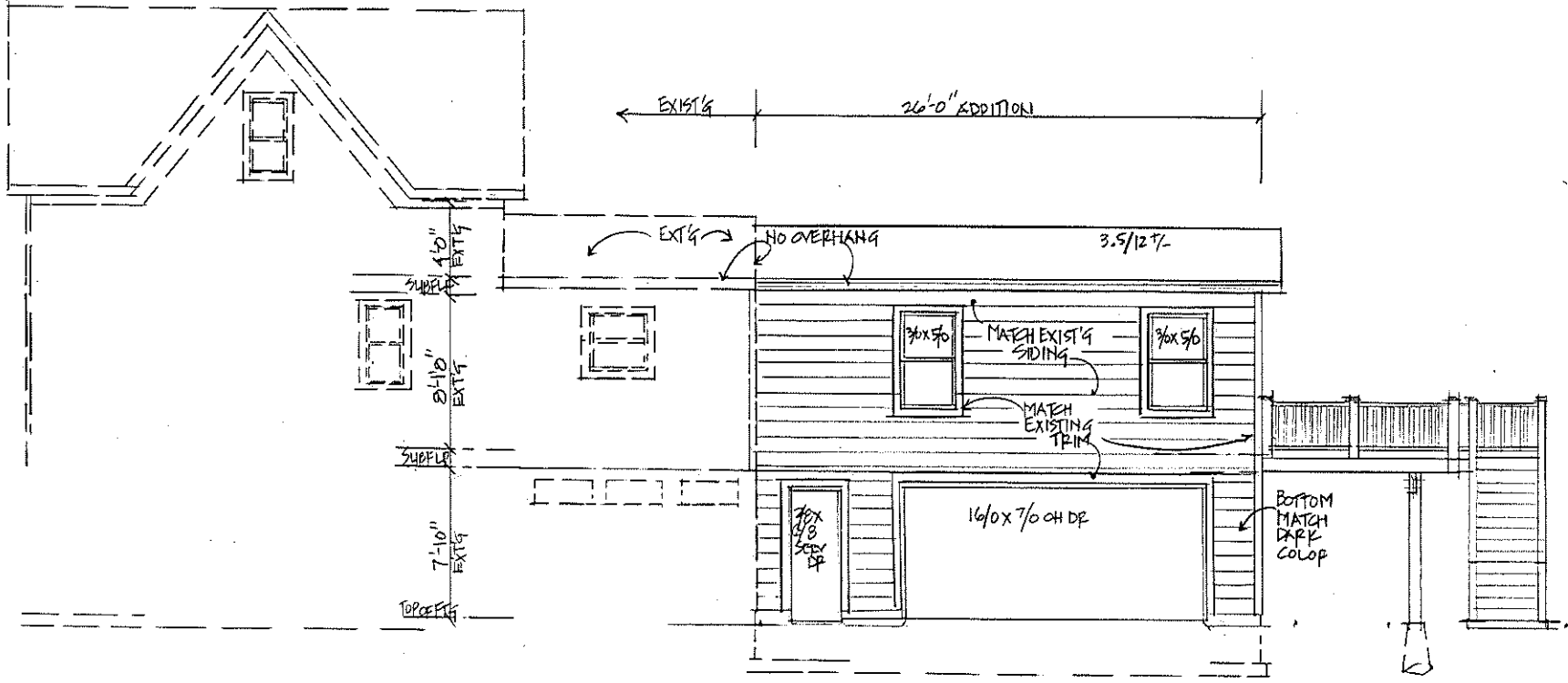
Date: 10-20-23

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

**Application Fees:**

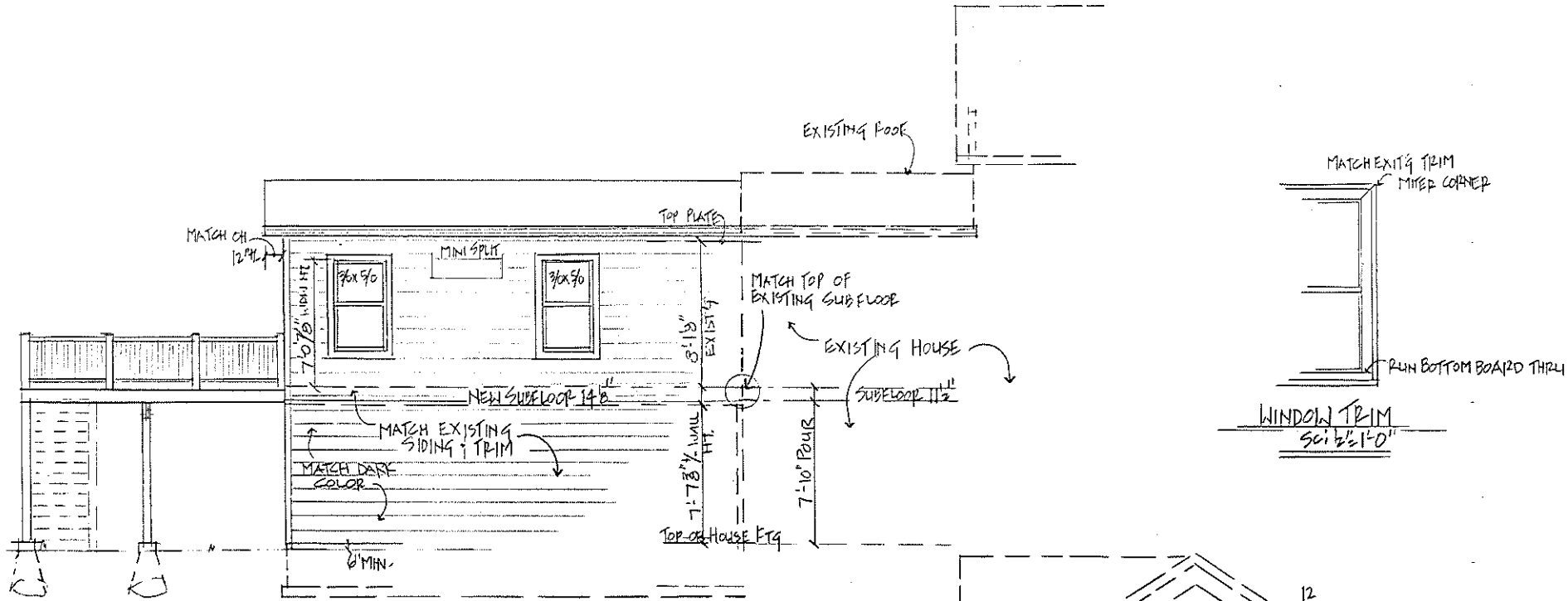
<b>Exterior Changes &amp; Demolitions:</b>	<b>\$50.00</b>
<b>Site Plan (separate application required):</b>	<b>\$200.00</b>



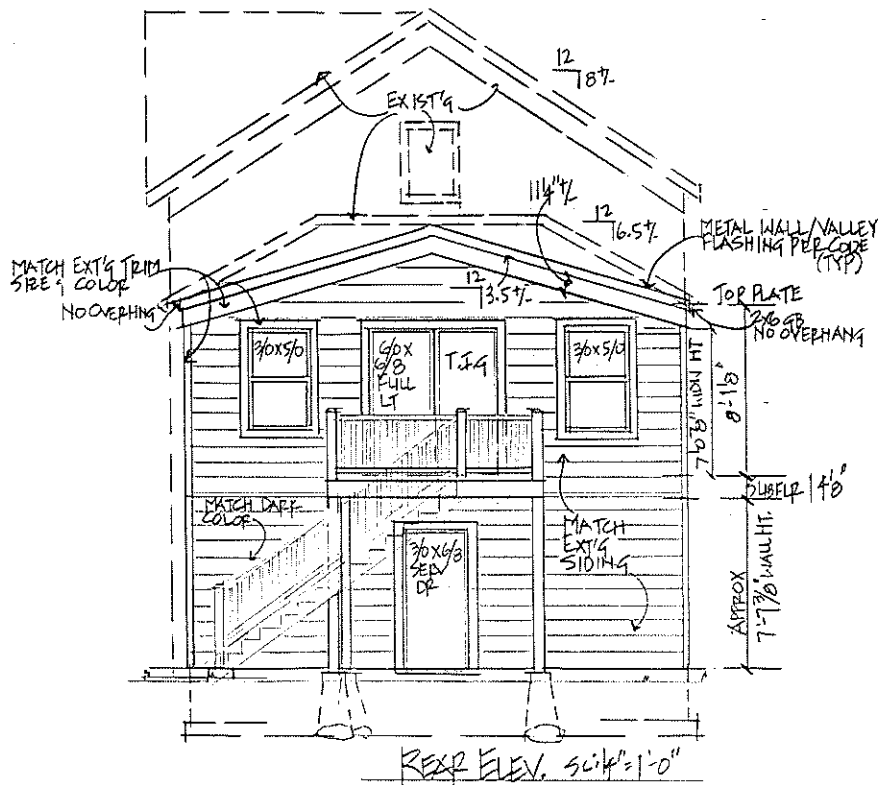


RIGHT SIDE ELEVATION  
50'4 1/2" x 10"

10.6.2025  
 RBM CONSTRUCTION  
 (314) 575-3226  
 PROPOSED ROOM ADDITION  
 523 N. 08TH ST. ST. LOUIS, MO 63101  
 SHEET 2



LEFT SIDE ELEVATION  
SC: 1/4" = 1'-0"



REAR ELEV. SC: 1/4" = 1'-0"

10.6.2005

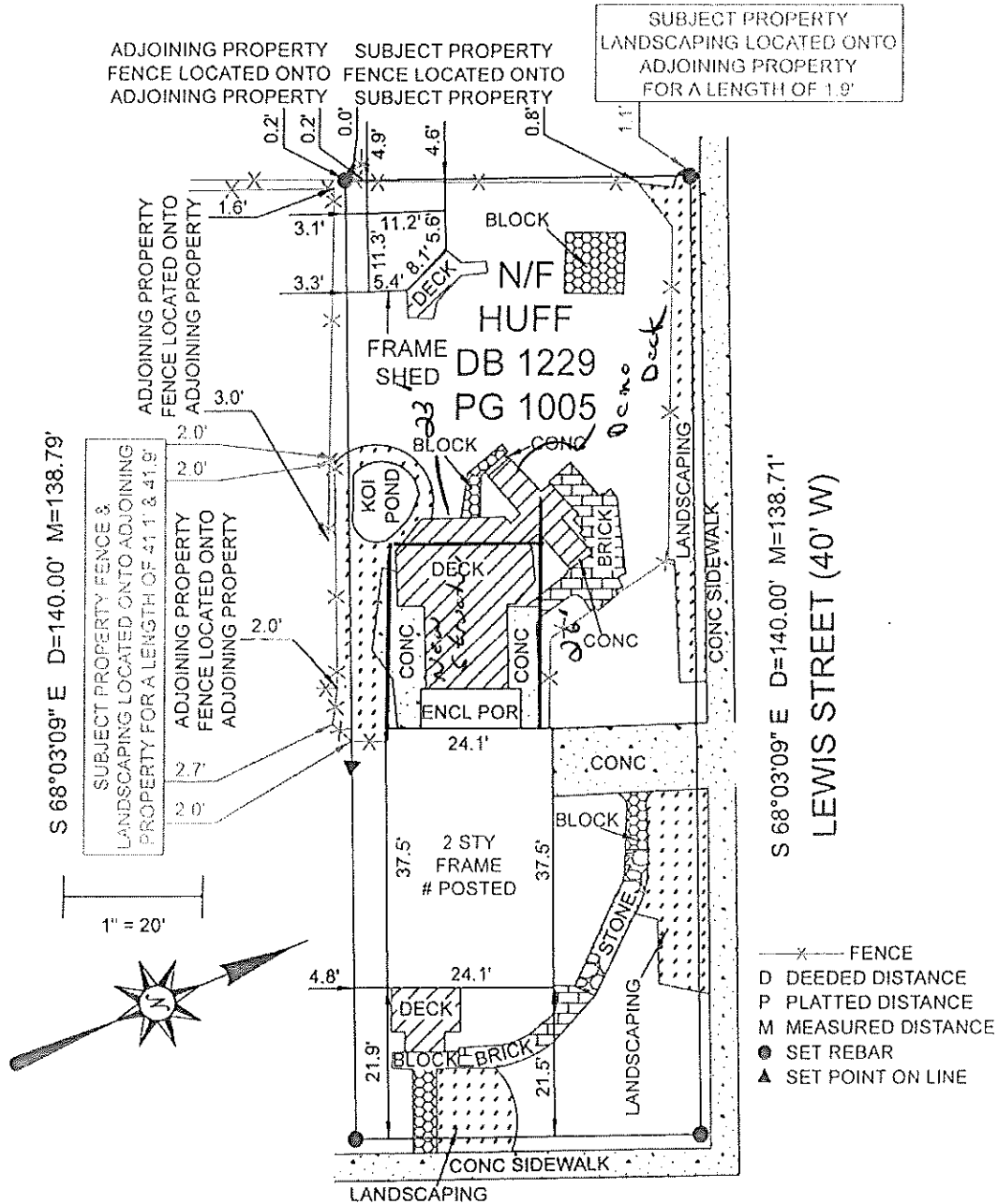
RBM CONSTRUCTION  
(314) 575-3230

PROPOSED ROOM ADDITION  
533 NORTH 16TH STREET  
CITY OF CHARLES CITY, IA 52501

SHT. 3

# BOUNDARY SURVEY PART OF CITY BLOCK 210 ST CHARLES COUNTY, MO

N 22°11'55" E D&M=50.00'



N 22°11'55" E D&M=50.00'  
#533 N SIXTH STREET (60' W) SHEET 1 OF 2

**Cardinal**  
Surveying & Mapping

PO BOX 278  
COTTLEVILLE, MO 63338  
PHONE: 636.922.1001  
Corp # 2005000229  
www.CardinalSurveying.com  
inbox@cardinalsurveying.com

JOB #2505118  
FB 787.41

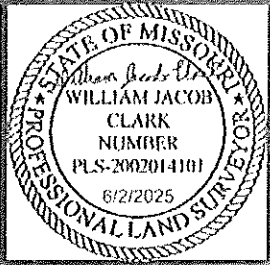
FIELD WORK BY: ZSN

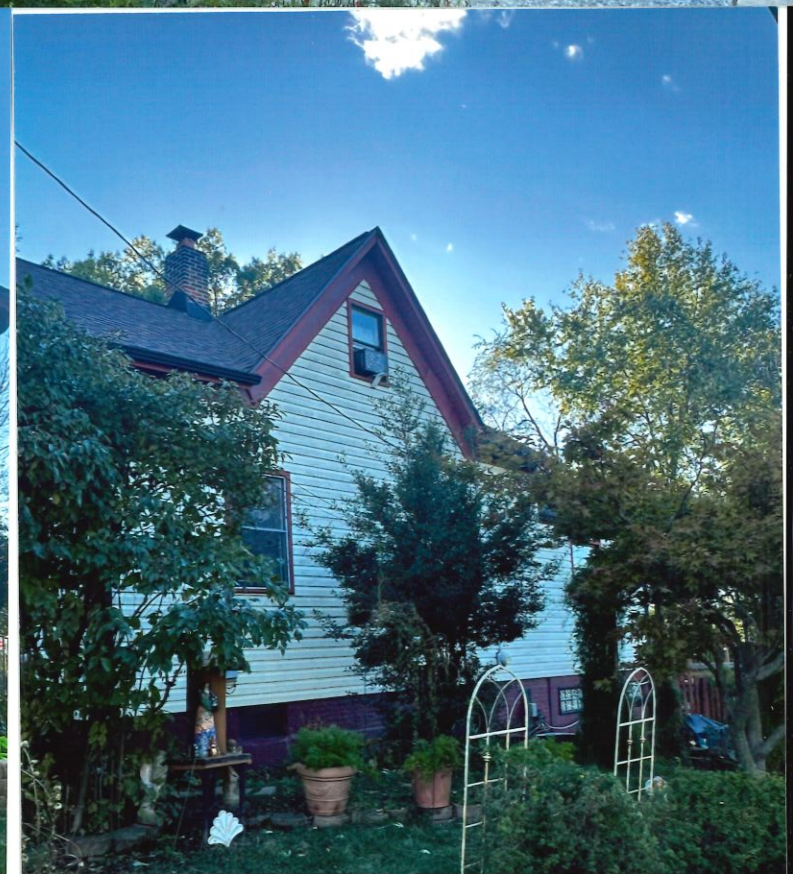
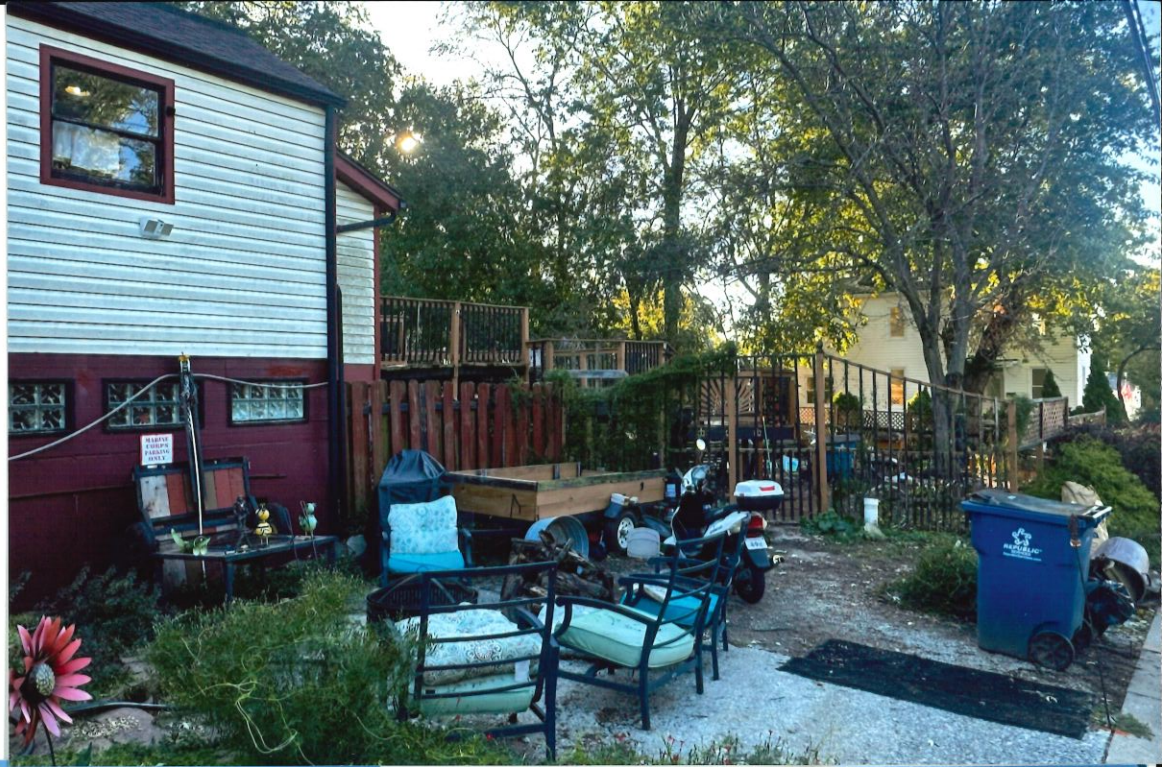
DRAWN BY: VAS

533 N 8TH ST  
ST CHARLES, MO 63301

REVIEWED BY:  
WILLIAM JACOB CLARK  
LS# 2002014101

THIS IS TO CERTIFY THAT ON MAY 16, 2025 A REQUEST BY CECIL HUFF WAS MADE FOR A BOUNDARY SURVEY AND TO LOCATE THE IMPROVEMENTS ON THE ABOVE NAMED TRACT AND THAT THE RESULTS ARE, TO THE BEST OF MY KNOWLEDGE, CORRECTLY REPRESENTED HEREON.







**AGENDA ITEM #6E**

**STAFF REPORT  
AFTER-THE-FACT PARKING LOT  
& RETAINING WALLS  
1219 SOUTH MAIN STREET  
CASE NO. SP-2025-014**

**BY TAYLOR MOORE**

---

**APPLICANT:** John Donnelly  
1980 Graystone Drive  
St. Charles, MO 63303

**OWNER:** Same

**ADDRESS/LOCATION:** 1219 South Main Street

**ZONING:** HCD—Historic Commercial District  
LMPD—Landmarks Preservation District

**USE:** Commercial - Wine Garden

**MEETING DATE:** November 17, 2025

**BACKGROUND**

The subject property is located at 1219 South Main Street in the Landmarks Preservation District. The parcel consists of multiple structures, including a 2½ story commercial building, a revitalized barn structure, a single-family dwelling, and stepped terraces used for outdoor dining. The applicant is requesting after-the-fact approval for the construction of site improvements that expand beyond their previous approvals. These site improvements include an approximately 14,500 square foot paved parking lot and retaining walls located on the northwestern portion of the property and encroach upon the adjacent lot, 207 Reservoir Avenue (also owned by this applicant). While both parking lot and retaining wall improvements were previously reviewed by the Landmarks Board at the February 12, 2024 meeting, the scope of the completed work exceeds what was originally approved. Specifically, the previously approved six (6) stall parking lot has been expanded to accommodate eighteen stalls (18), and the retaining walls have been reconfigured and relocated to support the enlarged parking area.

Planning Staff became aware of the unapproved site modifications during a routine site visit and met with the owner to discuss the matter. Following this discovery, a Stop Work Order was issued to prevent any additional construction north of the site's central drive. The property owner promptly ceased all work in this area and has been coordinating with Staff in efforts to bring the site into compliance. Accompanying this application are site plans for the improvements as well as photographs of the existing state of the property.

**Off-Street Parking Requirements:**

While parking requirements within this zoning are waived for existing buildings and approved uses, the applicant is proposing to construct additional space on the site to provide off-street parking. The original proposal included a limited number of parking spaces intended primarily to accommodate ADA-accessible stalls in close proximity to the structures. However, the newly constructed parking area is significantly larger than the approved approximately 4,000 square foot lot. The parking area consist now of a total of eighteen (18) parking stalls, including two (2) ADA accessible spaces

Although off-street parking is not required for the existing buildings and terraces, staff has verified that all design standards are met for the new parking improvements. As proposed, the site plan is compliant with the City's design standards for drive aisle and parking stall dimensions, including ADA requirements. Should the applicant add additional seating beyond the existing terraces or construct new structures, supplemental parking may be required at a rate of one-half (½) of the standard requirement for the use.

**Lighting:**

All parking lots with ten (10) or more parking stalls are required to provide lighting. The applicant is proposing wall pack fixtures that feature a more contemporary design than what is typically found in the district (Figure 4, Page 7). However, given that the parking lot is located at the rear of the property and out of public view, and that the lot itself is a newly developed portion of the property, the use of modern lighting fixtures is considered appropriate. The contemporary design will help differentiate the new parking area from the site's historic features. While staff has not received a photometric plan to verify compliance with the City's lighting standards, this can be reviewed for compliance upon submittal of a building permit. Should the proposed lighting be deficient and alternate light fixtures be needed, additional Board review may be needed. Staff has provided a recommended condition of approval to address this matter.

**Parking Lot Landscaping:**

The newly constructed parking lot was initially developed as a fully paved area without any code-required landscaping. Some of this pavement will need to be removed in order to comply with the parking lot landscaping standards. As proposed, the plan shows a minimum 5' landscaping buffer along the perimeter of the lot that adjoins neighboring properties. In addition, interior landscape islands have been introduced within the parking field to provide visual relief and additional green space. Furthermore, the applicant has submitted a sealed landscaping architectural plan conforming that all proposed plantings align to the City's standards for irrigation, maintenance, and drought-resistant species, ensuring long-term sustainability of the sites landscaping improvements.

**Rezoning:**

As previously noted, portions of the site improvements expanded beyond the existing property lines of 1219 S. Main and onto 207 Reservoir Avenue, the parcel just west of the subject property. 207 Reservoir Avenue is currently zoned "R-1E/EHP" Single-Family Residential within the Extended Historic Preservation District. The applicant has submitted a request to rezone this property to "HCD/EHP" Historic Commercial District within the Extended Historic Preservation District, consistent with the existing use on the adjoining parcel associated with

The Wine Garden. The rezoning would allow the subject property to be formally incorporated into the site and reviewed under the HCD zoning standards applicable to the broader project area. The proposed rezoning will legalize the extended boundary of the operational area while preserving the remaining portion of the site as open space. The rezoning application was considered by the Planning & Zoning Commission at their November 10, 2025 meeting. At that meeting there were no public speakers and the application was forwarded with a favorable recommendation to City Council for their December 2 and December 16, 2025 meetings. This site plan approval is subject to the approval of the rezoning request by City Council.

### **APPLICABLE DESIGN GUIDELINES**

#### **SECTION 400.380: “LMPD” LANDMARK PRESERVATION DISTRICT**

##### *C. Building, Sign and Occupancy Permits.*

1. No person shall build, erect, construct or alter buildings or structures on the designated property, other than routine maintenance or repairs, without first having obtained a certificate of appropriateness from the Historic Landmarks Preservation and Architectural Review Board. In reviewing applications for certificates of appropriateness, design guidelines approved by the City Council for the property shall be used. Furthermore, no person shall demolish or remove structures, in whole or in part, without first having obtained a certificate of demolition or removal from the Historic Landmarks Preservation and Architectural Review Board. In reviewing applications for a certificate of demolition or removal, criteria provided in Section 400.1280 shall be used. The painting of buildings does not require a Certificate of Appropriateness when colors listed on the approved color chart are utilized.

#### **ARCHITECTURAL DESIGN GUIDELINES FOR THE SOUTH MAIN STREET HISTORIC DISTRICT (Also used for the Landmark Preservation District)**

##### **Chapter IV: Guidelines for Historic Properties**

###### Architectural Details: Preservation, Treatment & Replacement

- 4.11 Preserve the historic design character of the building.
- 4.12 Minimize alteration of historically significant features.
- 4.13 Protect and maintain historically significant stylistic elements.
- 4.14 Historically significant materials and features shall not be altered or removed.

###### Street Facades

- 4.26 Preserve the historic character of the street façade, when it is intact.

###### Windows

- 4.36 Preserve the functional and decorative features of a historically important window when physical conditions permit.
  - a. Such features may include frames, sash, muntins, mullions, glazing, sills, heads, jambs and moldings.
  - b. Repair frames and sash by patching, splicing or reinforcing when physical conditions permit.
  - c. If replacement is necessary, replace in kind, to match the original.
- 4.38 Maintain the historic number of panes in a window.
  - a. If a window historically had multiple panes, replacing it with a large, single pane is inappropriate.
- 4.39 Maintain historically important window proportions on primary facades.

- a. The general proportion of historically important windows shall be preserved.
  - b. Enclosing the historic opening to accommodate smaller windows is not permitted.
- 4.40 When a replacement window is necessary, use materials like those seen historically.
- a. Replacing a historically wood window with another wood window is preferred. However, other materials may be considered if the appearance is similar to that of the significant wood window in dimension, profile and finish.

**Building Form, Mass and Scale**

- 5.7 A new addition shall be subordinate to the historic structure in scale and character.
- a. The addition shall be set-back significantly from primary facades.
  - b. The addition shall minimize destruction of historic material.
  - c. The addition shall be consistent with the scale and character of the historic building.
- 5.8 The addition shall be built in the style and character of other historic additions.
- 5.9 Maintain the historic solid-to-void ratio seen traditionally in the District.

**Materials**

- 5.16 Materials shall appear similar in character to those used historically.
- a. Using materials that are the same as those employed historically is preferred.
  - b. Substitute materials may be used for replacing individual building elements but shall not be used for the primary building material.
  - c. New materials must have a demonstrated durability in this setting.
  - d. Materials should be used in a manner similar to that used traditionally.

**Chapter VI: Guidelines for New Construction and Alterations to Non-Contributing Structures**

- 6.29 Materials shall appear similar in character to those used historically.
- a. Using materials that are the same as those employed historically is preferred.
  - b. Substitute materials may be used for individual building elements, but shall not be used for the primary building material. For instance. Brick must be similar in size to that used historically.
  - c. New materials must have demonstrated durability
  - d. Materials must be used in a manner similar to that used traditionally.

**STAFF RECOMMENDATION**

Per [Section 400.966\(1\)](#) which was amended in February of 2024, site plans only require Board review for architectural improvements and new structures. While the after-the-fact parking lot as proposed in the submitted plans complies with all City requirements, the property is associated with a Conditional Use and therefore still requires review from the Board. Additionally, as portions of these improvements encroach on to the 207 Reservoir Avenue parcel, this site plan will be considered null and void if the rezoning is not approved by City Council.

As proposed, the parking lot improvements comply with the off-street parking design standards for the district. While the design of the wall-pack light fixtures has been submitted for review, a photometric lighting plan is required to be provided to Staff to ensure compliance with the City's lighting and design standards prior to issuance of building permits. The constructed retaining walls surrounding the parking are built using appropriate materials and have been

reviewed by both the City's Building Division and the Engineering Department for compliance with applicable construction and safety standards.

Overall, Staff finds that with the implementation of the required landscaping, lighting, and screening improvements, the project is consistent with the intent of off-street parking within the district. The new parking lot and retaining walls will not adversely impact the character of the surrounding historic district as the lot itself is not visible from the public right-of-way. Staff therefore recommends approval of the after-the-fact improvements on the property, subject to the following conditions:

1. A compliant photometric plan for the proposed parking lot lighting shall be provided upon submittal of a building permit.
2. The landscaped buffers and islands are installed as show on the submitted plans.
3. This approved site plan will be considered null and void if the rezoning does not receive approval from City Council.
4. Any future modification of the parking area, retaining walls, or the site in general require review and approval by the Landmarks Board and City Staff prior to installation.

**Recommended Motion:**

**Motion to approve the after-the-fact improvements at 1219 S. Main Street, subject to the conditions from staff.**



**Figure 1: Aerial view of subject property showcasing after-the-fact improvements.**

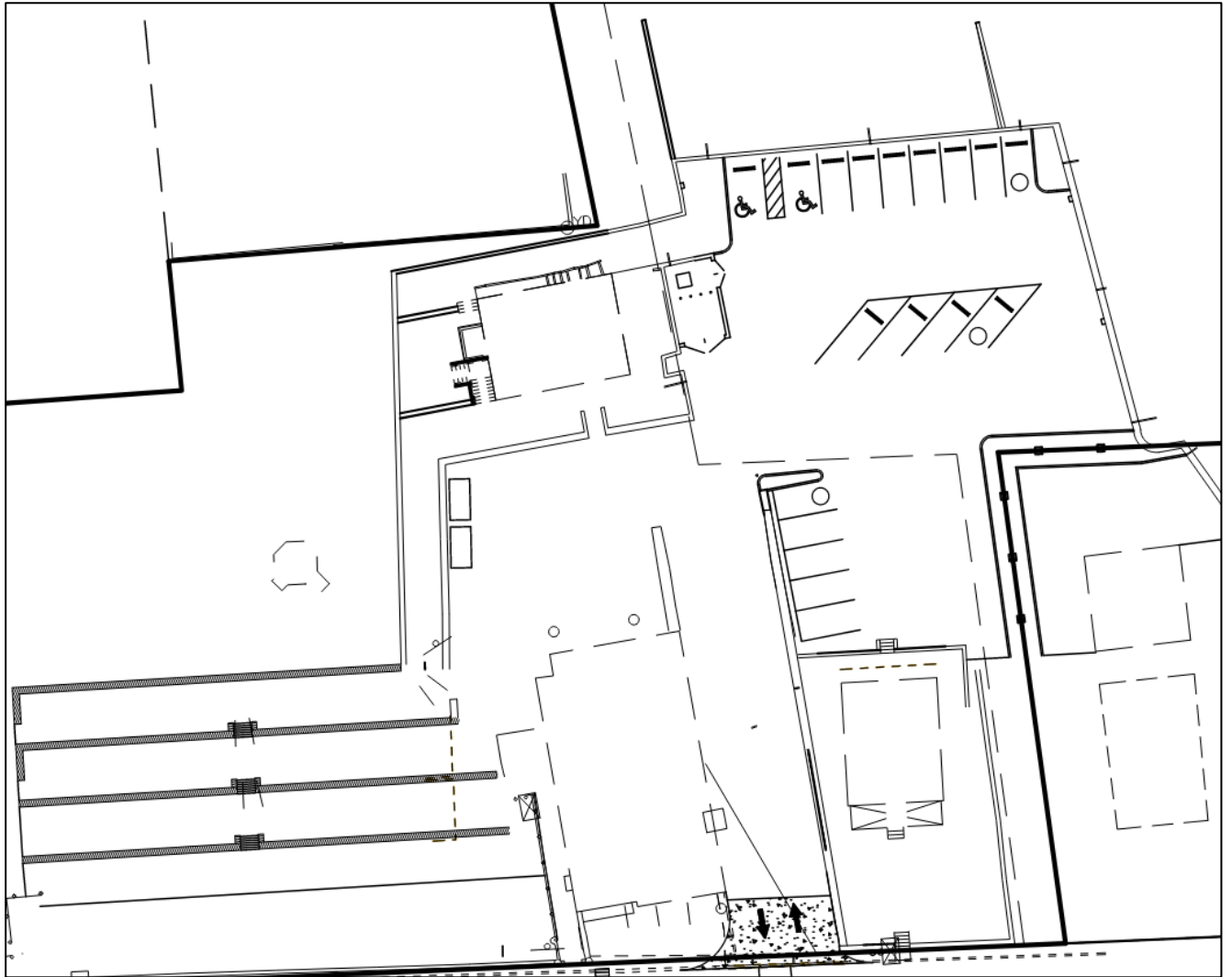


Figure 2: Site plan for after-the-fact improvements on site.





**Figure 5: Additional aerial photo of site improvements.**



**Figure 6: Paved parking lot seen currently on site.**

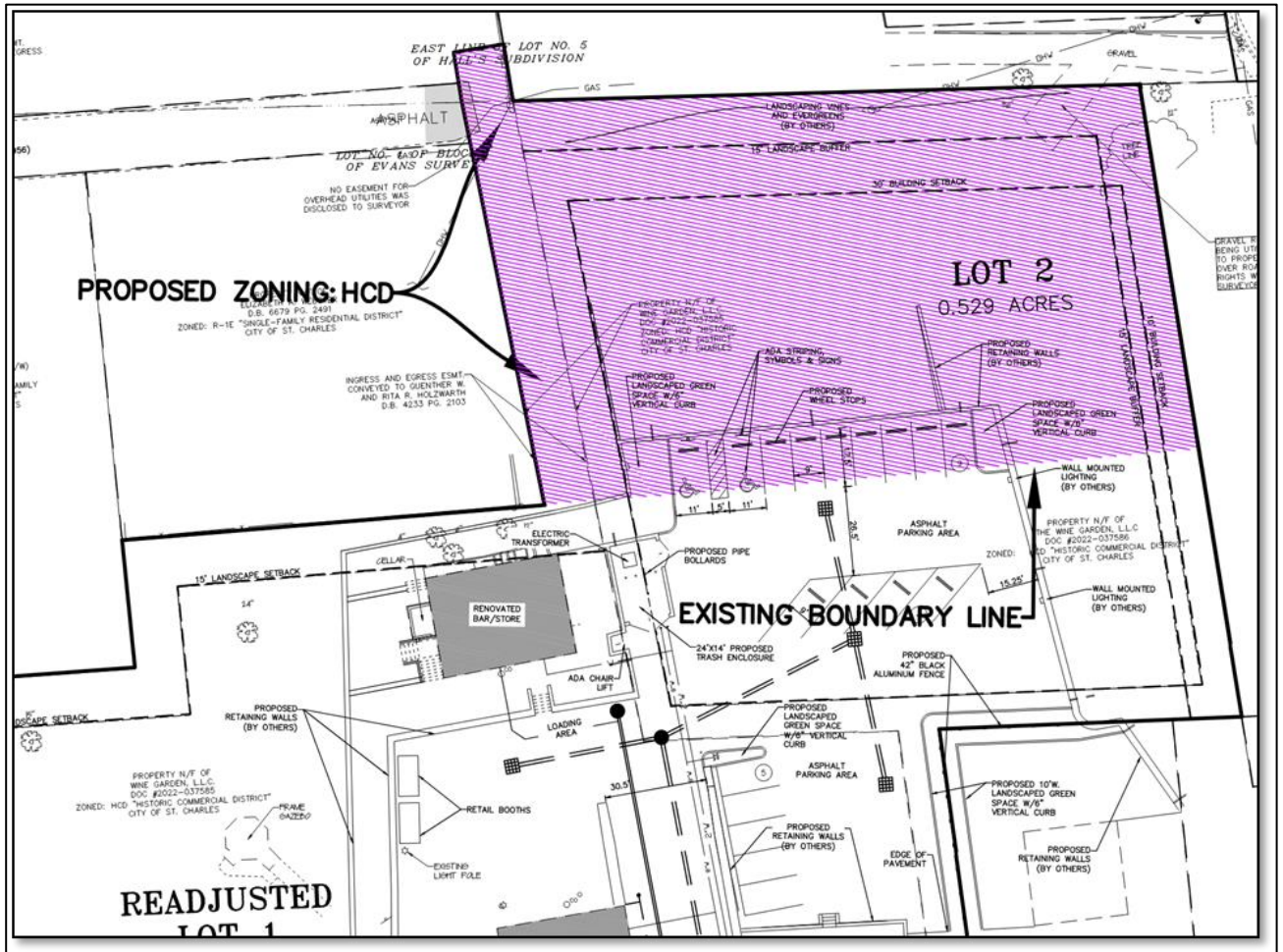


Figure 7: Portion of 207 Reservoir Avenue requesting to be rezoned.

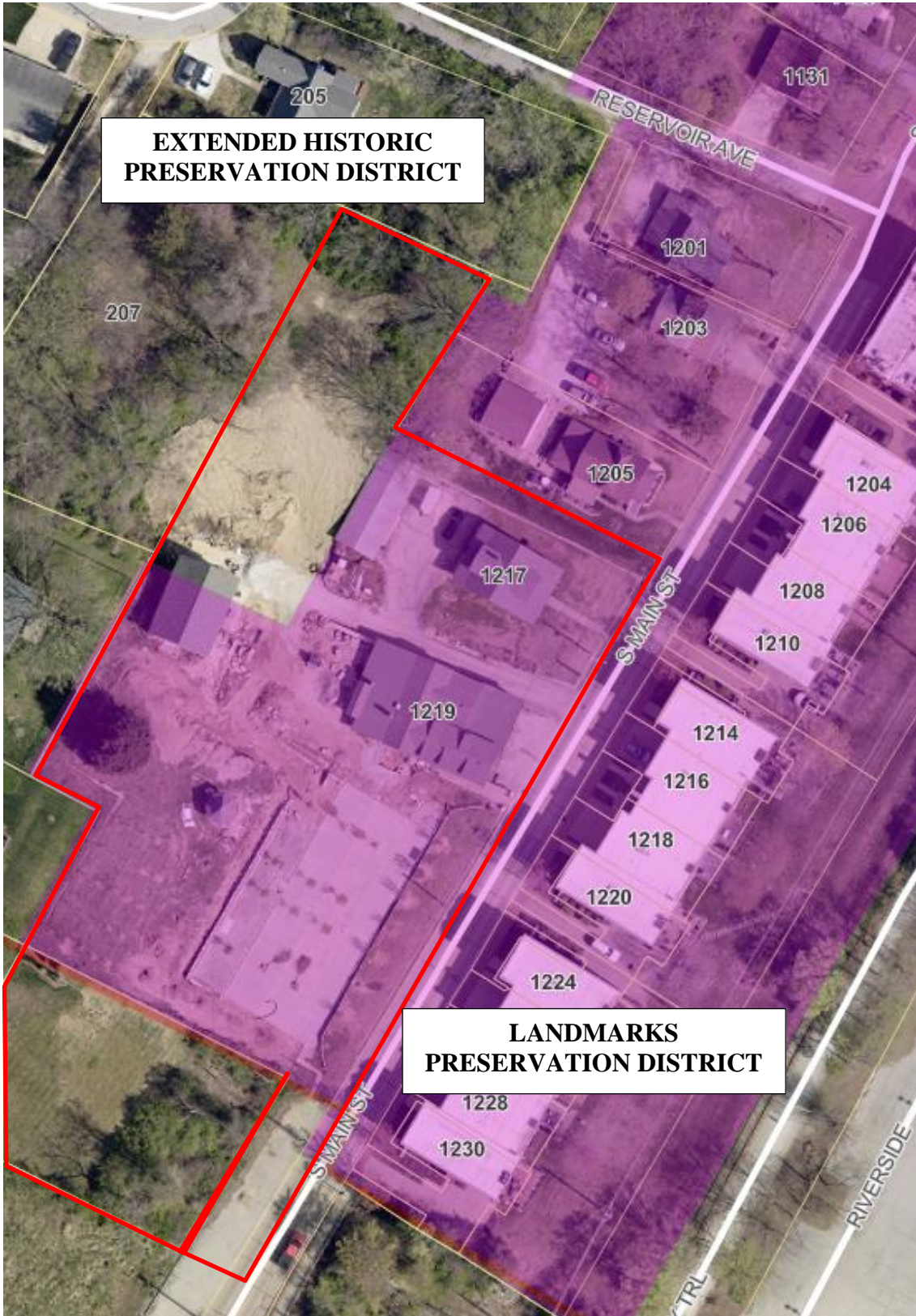


Figure 8: Subject property's location.

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



## DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
Saint Charles, MO 63301  
636-949-3222  
FAX 636-949-3557

### CERTIFICATE OF APPROPRIATENESS APPLICATION

ADDRESS OF SUBJECT PROPERTY: 1219 S Main St, St. Charles MO 63301

BUSINESS NAME (if applicable): The Wine Garden

APPLICANT: John Donnelly  
(Name)

1219 S Main St, 63301  
(Address)

636-328-6755 / thewinegardensc@gmail.com  
(Phone & Email Address)

PROPERTY OWNER: The Wine Garden  
(Name)

1219 S Main St, 63301  
(Address)

636-328-6755 / thewinegardensc@gmail.com  
(Phone & Email Address)

#### HISTORIC DISTRICT LOCATION:

- Commons Preservation District       Extended Historic Preservation District  
 Frenchtown Preservation District       Historic Downtown Preservation District  
 South Main Preservation District

DATE OF ORIGINAL CONSTRUCTION: 1860

**BRIEFLY DESCRIBE PROPERTY AS IT CURRENTLY EXISTS:**

Constructed retaining walls around  
the new parking lot on all side.

**PROJECT DESCRIPTION** (mark and explain each that may apply):

Rehabilitate or restore: \_\_\_\_\_

Construct a new structure: \_\_\_\_\_

Demolish or move structure: \_\_\_\_\_

Construct a new addition: \_\_\_\_\_

New sign or awning: \_\_\_\_\_

Site work (patio, fence, etc.): retaining walls

Other (briefly explain): \_\_\_\_\_

**BRIEFLY DESCRIBE ALL EXTERIOR CHANGES:**

Dirt removal - new retaining walls - in the  
area we are still adding a trash inclosure  
that already went through landmarks

**APPLICATION SUBMITTAL:**

Every Certificate of Appropriateness and Sign Permit application submitted to the Landmarks Board for their review and approval must contain the following information. If the information does not appear on the plan or accompany the application, the proposal will not be scheduled for the Landmarks Board meeting requested.

**A copy of required information shall be submitted to the Community Development Department prior to the scheduled meeting (digital submittal preferred via Landmarks@stcharlescitemo.gov). Directions for digital submittal are attached.** The following shall be submitted when filing for a Certificate of Appropriateness from the Historic Landmarks Preservation and Architectural Review Board:

1. A complete application.
2. A complete site plan of the property and all structures located on the property, (necessary for all new construction, additions, and site work) 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. Photos of existing structures.
  - d. Colored elevations of proposed structures or modifications.
3. Samples of all proposed materials (i.e. brick, siding, roofing materials, fencing material, windows, doors, etc.)
4. Proposed colors of any sign or structure (must be from approved color chart if applicable)

\* Depending on the specifics of the application, the applicant(s) may be required to submit further information deemed necessary.

I hereby certify that I am the owner in fee or agent authorized to apply for this Certificate of Appropriateness, and that the information provided is true and correct to the best of my knowledge.

Signature of the applicant: \_\_\_\_\_

Date: 9-22-25

Signature of the property owner: \_\_\_\_\_

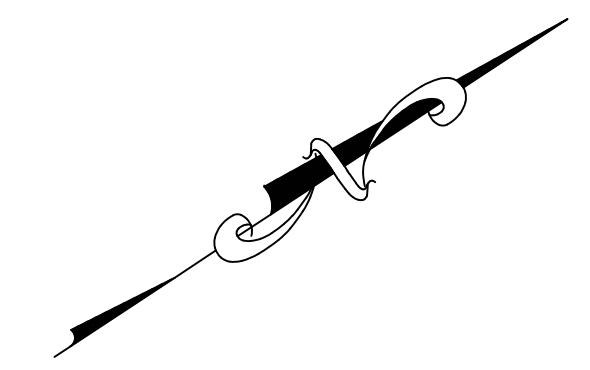
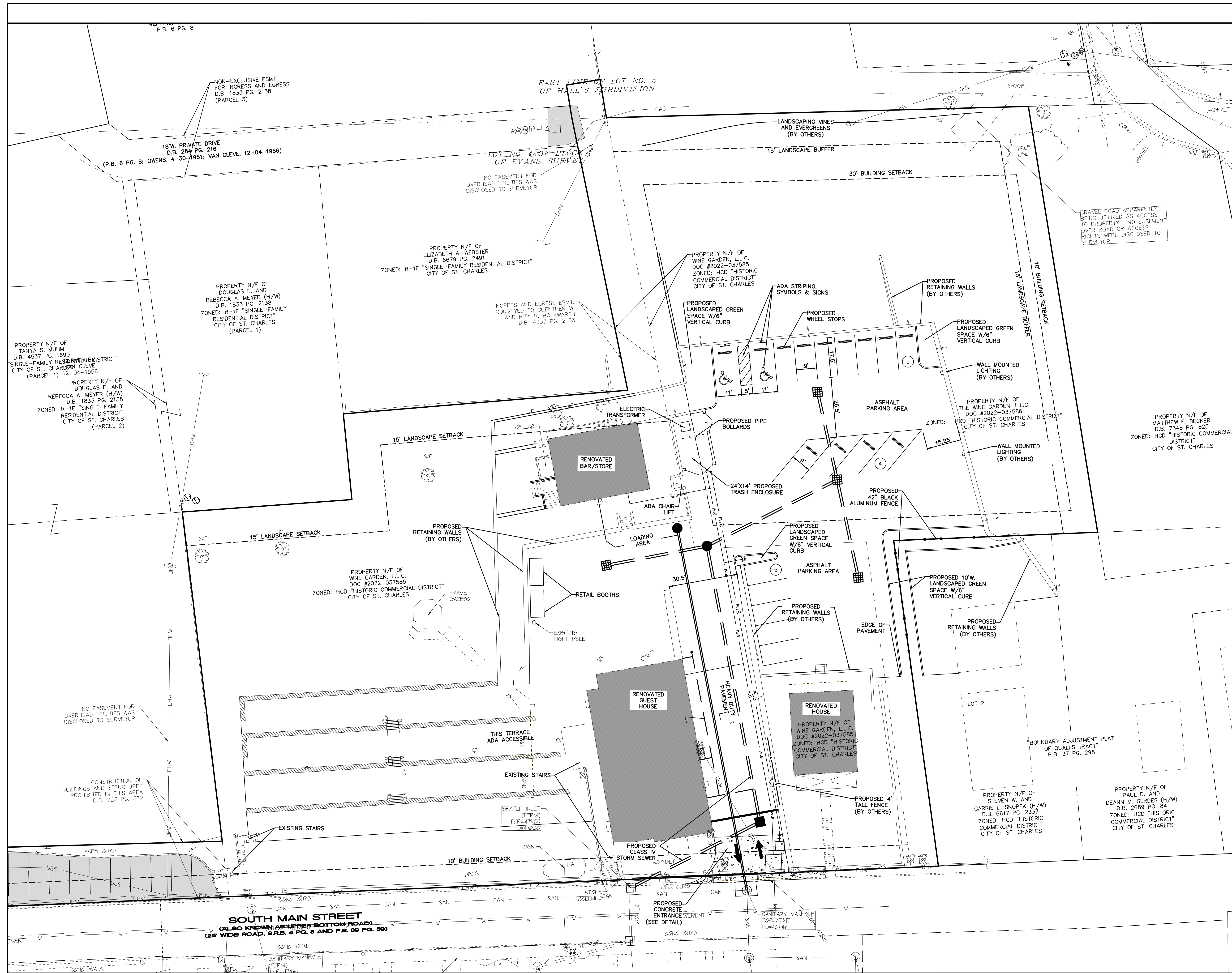
Date: 9-22-25

- *Approval of this Certificate of Appropriateness does not authorize the building of a structure. Building Permits are required prior to construction.*

**Application Fees:**

<b>Site Plan:</b>	<b>\$200.00</b>
<b>Exterior Changes &amp; Demolitions:</b>	<b>\$50.00</b>





AMENDED SITE PLAN FOR  
**THE WINE GARDEN**  
 1219 SOUTH MAIN ST  
 ST. CHARLES, ST. CHARLES COUNTY, MO, 63301

PREPARED FOR:  
 WINE GARDEN, LLC, 240  
 CHESTERFIELD, MO 63077  
 636-328-6755

**BAE**

**ENGINEERING  
 PLANNING  
 SURVEYING**

221 Point West Blvd.  
 St. Charles, MO 63301  
 636-928-5552  
 FAX 928-1718

Box Engineering Company, Inc.  
 Missouri State Certificate of Authority  
 Engineering #000655  
 Missouri State Certificate of Authority  
 Surveying #001444

**REVISIONS**

NO.	DATE	DESCRIPTION

**DISCLAIMER OF RESPONSIBILITY**  
 I hereby disclaim any responsibility for all other drawings, specifications, estimates, reports or other documents or instruments relating to or intended to be used for any part or parts of the architectural or engineering project or survey other than those authenticated by my seal.

Clifford L. Heitmann  
 Civil Engineer  
 E29817

10-13-25  
 DATE  
 17-17234C  
 PROJECT NUMBER  
 17234Cpre\_AmendedSite.dwg  
 FILE NAME  
 BWF  
 DRAWN  
 BWF CLH  
 DESIGNED CHECKED

**SITE PLAN**

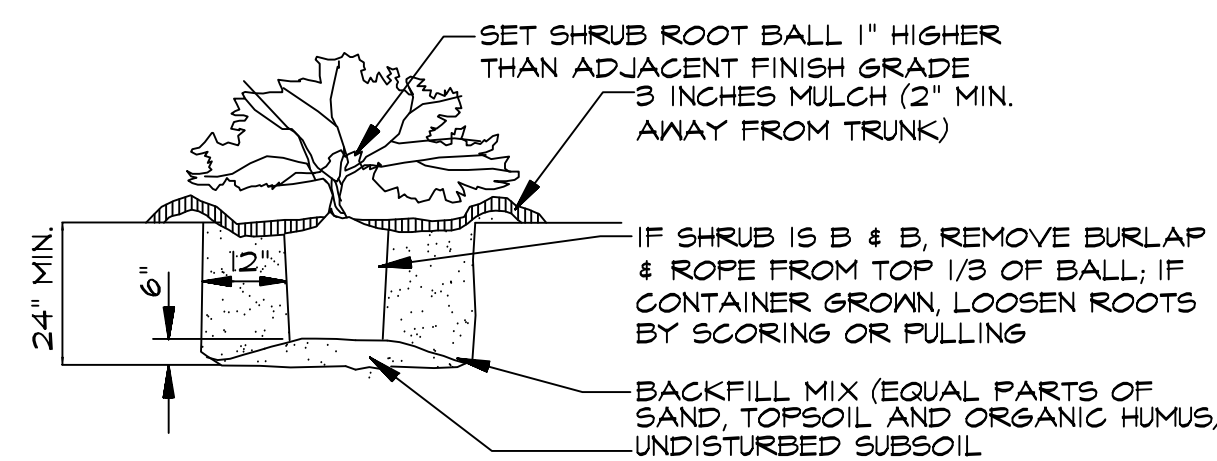


# LANDSCAPE GUIDELINE SPECS:

## GENERAL:

- 1.) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public.
  - 2.) The landscape contractor shall be responsible for any coordination and sequencing with other site related work being performed by other contractors. Refer to additional drawings for further coordination of work to be done.
  - 3.) Underground facilities, structures and utilities must be considered approximate only. There may be others not presently known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of and exact location of the above (Call 1-800-DIG-RITE in Missouri).
  - 4.) Plant material to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
  - 5.) It shall be the landscape contractor's responsibility to:
    - A.) Verify all existing and proposed features shown on the drawings prior to commencement of work.
    - B.) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
    - C.) Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect ten (10) days prior to installation.
  - 6.) Items shown on this drawing take precedence over the material list. It shall be the contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
  - 7.) Provide single-stem trees unless otherwise noted in plant schedule.
  - 8.) All plant material shall comply with the recommendations and requirements of ANSI Z601 "American Standards for Nursery Stock".
  - 9.) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect (or Owners' Representative) prior to acceptance. Inspections may take place before, during or after installation. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
  - 10.) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract; quotes shall be valid for 12 months.
  - 11.) Should auger equipment be utilized in excavating any plant pits, vertical sides of plant pits shall be thoroughly scarified to avoid creation of "polished side walls" prior to plant material installation.
  - 12.) All excess topsoil, rocks, debris and/or tainted soils shall be removed by the general contractor prior to point project is turned over to the landscape contractor to commence landscape installation.
  - 13.) Transplanted material will not be guaranteed by the landscape contractor.
  - 14.) Keep all plant material (except turf) a minimum of 36" clear of fire hydrants.
  - 15.) Landscape contractor shall kill & remove all existing weeds within the project site.
  - 16.) All tags, nursery stakes, labels, etc. shall be removed by the landscape contractor at completion of all landscape installation.
  - 17.) Landscape contractor shall be in compliance with all federal, state and local laws / regulations relating to insect infestation and/or plant diseases.
- PRUNING:**
- 1.) Lightly prune trees at time of planting. Prune only the crossover limbs, intermingled leaders and/or any broken branches. Some interior twigs and lateral branches may be pruned. However, do not remove the terminal buds of branches that extend to the edge of the crown.
  - 2.) All pruning shall comply with ANSI A300 standards.
- INSURANCE:**
- 1.) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.

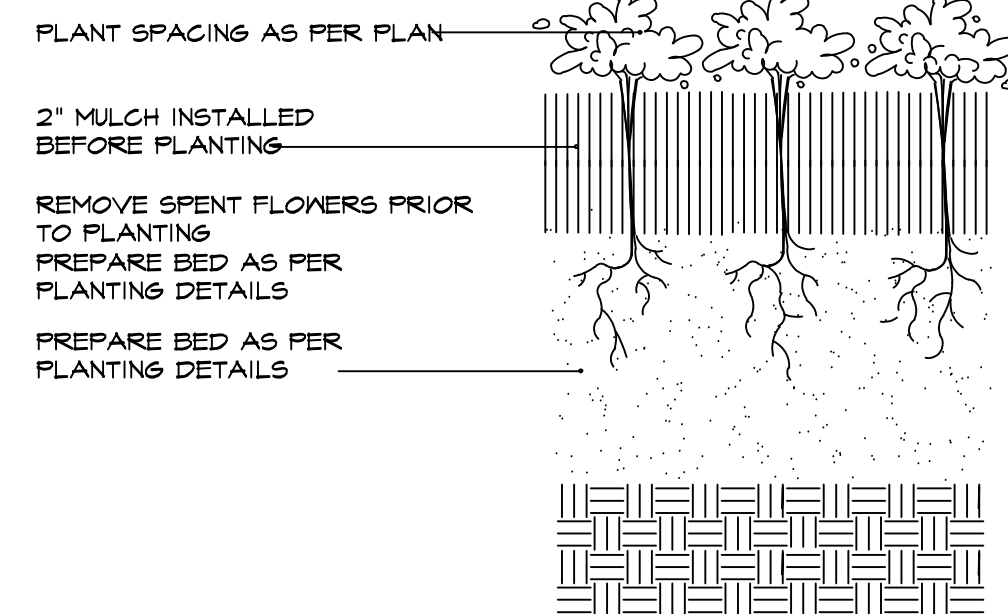
PRUNE ANY BROKEN BRANCHES AFTER PLANTING. DAMAGED SHRUBS OR BROKEN / CRUMBLING ROOT BALLS WILL BE REJECTED. REMOVE ALL TAGS, TWINE OR OTHER NON-BIO-DEGRADABLE MATERIALS ATTACHED TO PLANT OR ROOT MASS.



PRUNE ANY BROKEN BRANCHES AFTER PLANTING. DAMAGED SHRUBS OR BROKEN / CRUMBLING ROOT BALLS WILL BE REJECTED.

## SHRUB PLANTING

N.T.S.



## PERENNIAL / ANNUAL PLANTING

N.T.S.

## TOPSOIL:

- 1.) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Roto-till topsoil mix to a depth of 6" minimum and grade smooth.
- 2.) Provide a soil analysis, as requested, made by an independent soil-testing agency outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
- 3.) Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material. Landscape contractor shall be fully responsible for correcting all negative soil issues prior to plant installation. Killing and removal of all weeds shall be the responsibility of the landscape contractor as part of this task.
- 4.) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.
- 5.) Install siltation controls prior to commencement of any grading operations. Inspect and maintain all siltation fences on a weekly basis until vegetation is established.

## TURF:

- 1.) All disturbed lawn areas to be seeded with a mixture of Turf-Type Tesso (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas more than one square foot per any 50 square feet shall be replaced.
- 2.) The turf contractor shall be responsible for protection of finished grade, restore and repair any erosion or water damage and obtain owners' approval prior to seeding or sod installation.
- 3.) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
- 4.) Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
- 5.) All sod shall be placed a maximum of 24 hours after harvesting.
- 6.) Recondition existing lawn areas damaged by contractor's operations including equipment/material storage and movement of vehicles.
- 7.) Sod Contractor to ensure sod is placed below sidewalk and all paved area elevations to allow for proper drainage.

## MAINTENANCE:

- 1.) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
- 2.) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.

## WARRANTY:

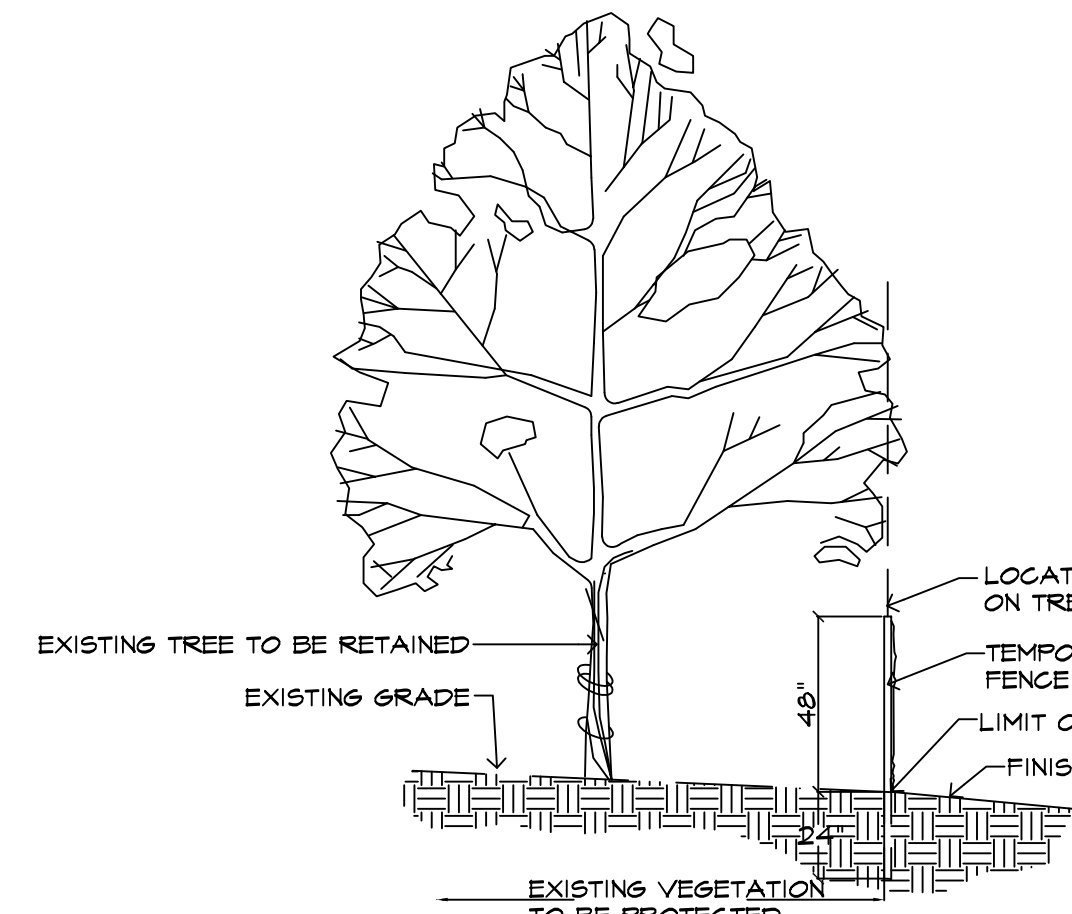
- 1.) All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after complete installation of all landscape material at 100% of the installed price.
- 2.) Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
- 3.) Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with warranty.
- 4.) Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.
- 5.) A written guarantee shall be provided to the owner per conditions outlined in #1 above.

## MULCH:

- 1.) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
- 2.) No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Mirafli fabric shall be used beneath all gravel mulch beds.
- 3.) Edge all beds with spade-cut edge unless otherwise noted.

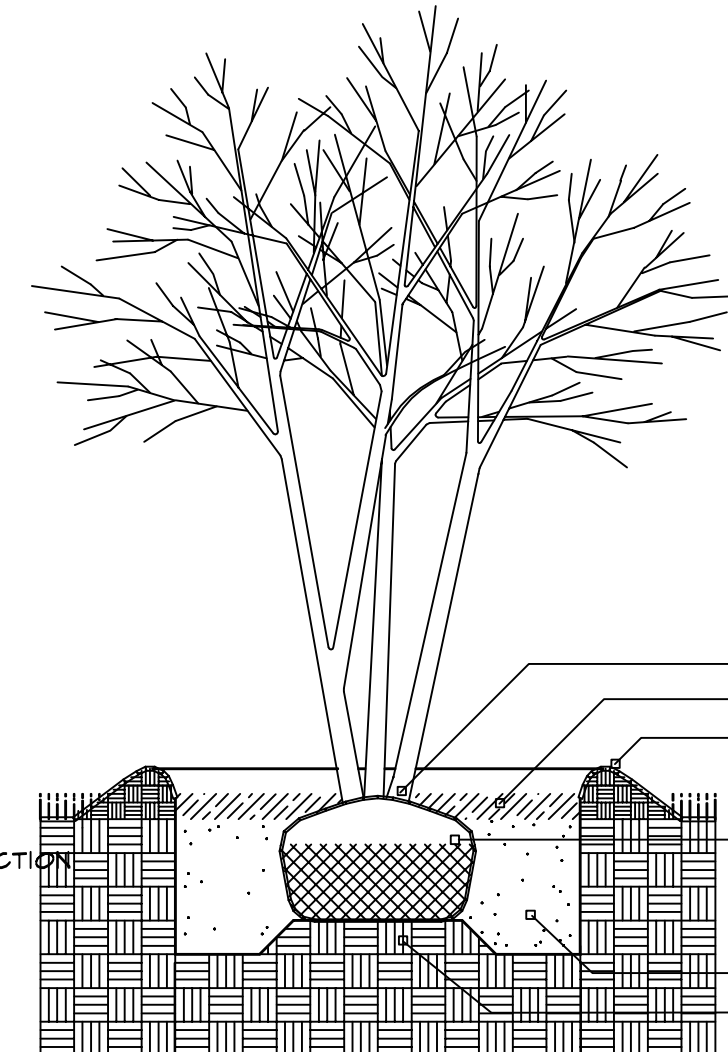
## PLANT\_SCHEDULE

CODE	QTY	COMMON / BOTANICAL NAME	SIZE
<b>TREES</b>			
OGRM	11	'OCTOBER GLORY' MAPLE / ACER RUBRUM 'OCTOBER GLORY'	2.5" CAL
<b>EVERGREEN TREES</b>			
FAS	6	FAT ALBERT SPRUCE / PICEA PUNGENS 'FAT ALBERT'	6"-7'
NPA	5	NORTH POLE ARBORVITAE / THUJA OCCIDENTALIS 'ART BOE'	5'-6'
<b>FLOWERING TREES</b>			
AYC	4	AFTERGLOW YOSHINO CHERRY / PRUNUS YEDOENSIS 'AFTERGLOW'	2" CAL.
JTL	4	IVORY SILK JAPANESE TREE LILAC / SYRINGA RETICULATA 'IVORY SILK'	2.5" CAL.
KC	4	KWANZAN CHERRY / PRUNUS SERRULATA 'KWANZAN'	2" CAL
<b>SHRUBS</b>			
BRJ	12	BROADMOOR JUNIPER / JUNIPERUS SABINA 'BROADMOOR'	5 GAL.
GTJ	24	GOLD TIP JUNIPER / JUNIPERUS CHINENSIS 'GOLD TIP'	5 GAL.
LLP	8	LIMELIGHT PRIME HYDRANGEA / HYDRANGEA PANICULATA 'SMNHPPH'	5 GAL.
MMJ	14	MONTANA MOSS JUNIPER / JUNIPERUS CHINENSIS 'SMNJCHM'	5 GAL.
RWVC	7	RED WALL VIRGINIA CREEPER / PARTHENOCISSUS QUINQUEFOLIA 'TROKI'	2 GAL.
RCA	3	ROSE CREEK ABELIA / ABELIA X GRANDIFLORA 'ROSE CREEK'	5 GAL.
SIS	7	SCENTLANDIA SWEETSPIRE / ITEA VIRGINICA 'SMNIVDFC' TM	5 GAL.
SDBL	13	SENTARA DOUBLE BLUE LILAC / SYRINGA X HYACINTHIFLORA 'SMNSHBL'	5 GAL.
SOGB	14	SHOW OFF SUGAR BABY DWARF FORSYTHIA / FORSYTHIA X INTERMEDIA 'NIMBUS'	5 GAL.
BS	5	SPRINTER LITTLELEAF BOXWOOD / BUXUS MICROPHYLLA 'BULTHOUSE'	5 GAL.
SWN	1	SUMMER WINE NINEBARK / PHYSOCARPUS OPULIFOLIUS 'SUMMER WINE'	5 GAL.
<b>ANNUALS/PERENNIALS</b>			
PC-CS	1	CHEYENNE SPIRIT CONEFLOWER / ECHINACEA PURPUREA 'CHEYENNE SPIRIT'	1 GAL.
<b>SYMBOL QTY COMMON / BOTANICAL NAME SIZE</b>			
<b>NATIVE GRASSES</b>			
	1,772	CHEYENNE SKY SWITCH GRASS / PANICUM VIRGATUM 'CHEYENNE SKY'	PLUG AT 12" OC
	955	LITTLE BLUESTEM GRASS / SCHIZACHYRIUM SCOPARIUM 'PRAIRIE WINDS'	PLUG AT 18" OC
	2,024	PRAIRIE DROPSEED / SPOROBOLUS HETEROLEPIS	PLUG AT 18" OC
	7,396	BUFFALO GRASS / BUCHLOE BACTYLOIDES	PLUG AT 18" OC



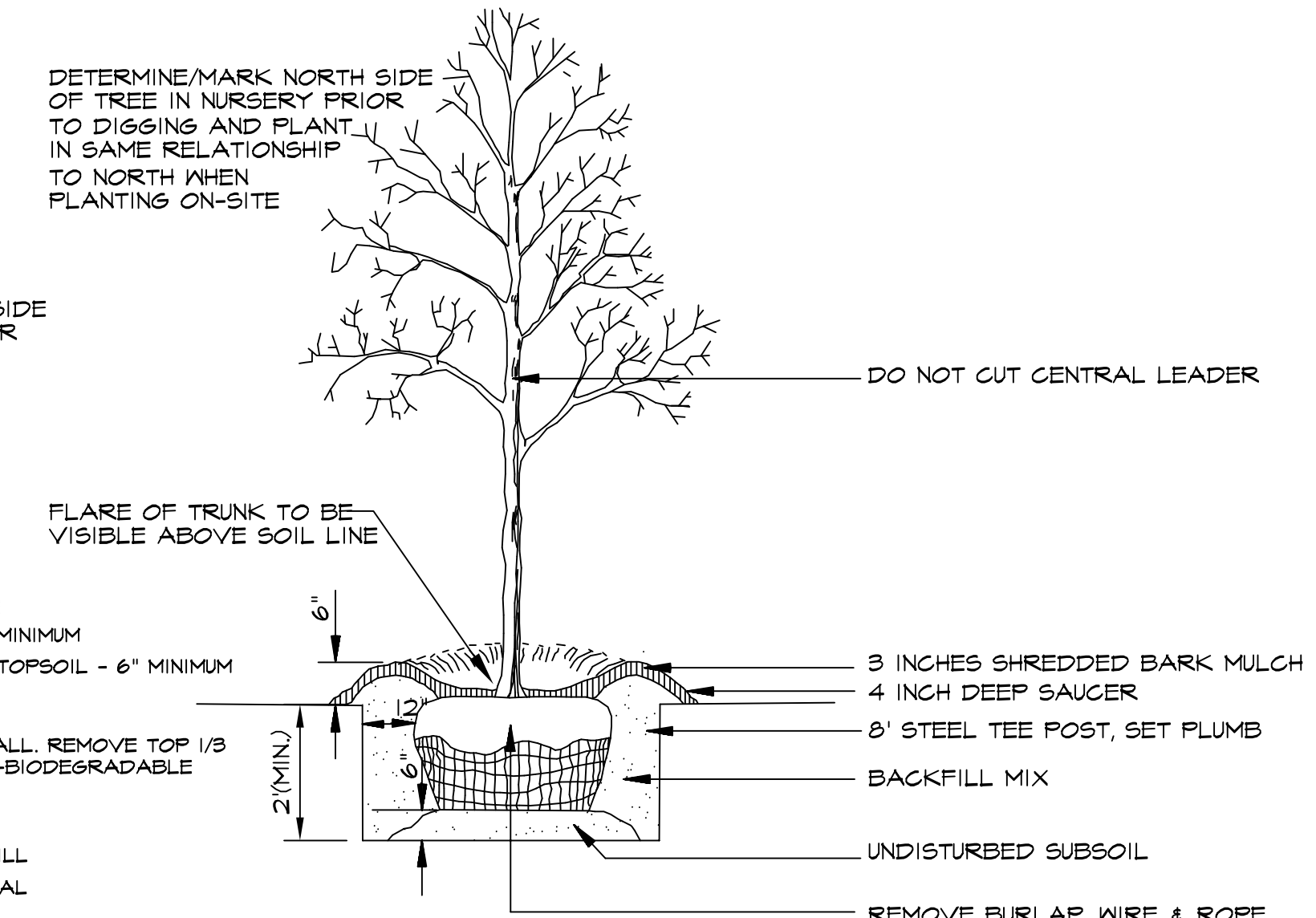
## TREE PROTECTION PLANTING

N.T.S.



## MULTI-STEM TREE PLANTING

N.T.S.



## DECIDUOUS TREE PLANTING

N.T.S.

REVISIONS	BY

**Landscaping TECHNOLOGIES**

67 Jackson Creek Drive  
St. Charles, Missouri 63304  
MO Landscape Architectural Corporation #2008069192  
(636) 428-1250

REGISTERED LANDSCAPE ARCHITECT #000017  
RANDALL W. MARDIS  
NO. MISSOURI  
019

PLANTING PLAN FOR THE PROPOSED  
**The Wine Garden**  
 1219 S. MAIN STREET SAINT CHARLES, MO 63301

DRAWN: R. MARDIS  
 CHECKED: RMM/EL  
 DATE: 11/9/2025  
 SCALE: N/A  
 JOB No.: 2025-143  
 SHEET: L-2  
 OF: 1100 SHEETS



# W34 Ultra-Economy Wallpack



W34S



W34M



W34L



PROJECT: \_\_\_\_\_

DATE: \_\_\_\_\_

TYPE: \_\_\_\_\_

PREPARED BY: \_\_\_\_\_



## KEY FEATURES

- \* Economy-grade wall pack with traditional look
- \* Available in three different sizes/power selectable models:  
W34S: 35/25/17W  
W34M: 80/60/40W  
W34L: 150/100/75W
- \* Available field-adjustable CCT: 3000/4000/5000K
- \* Voltage ratings: 120-277V
- \* 0-10V dimming
- \* Suitable for wet locations
- \* 5-years, limited warranty

W34 Field-adjustable, ultra-economy wallpack



## TECHNICAL SPECIFICATIONS

### COMPLIANCE

#### UL Listed

Suitable for wet locations

#### DLC Listed

This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements.

MODEL#	DLC ID
W34S	S-4S68AI
W34M	S-F9NLOH
W34L	S-LHG3FY

### LED CHARACTERISTICS

#### LEDs

Long-life, high-efficacy, surface-mount LEDs

#### Color Uniformity

RAB's range of Correlated Color Temperature follows the guidelines of the American National Standards for Specifications for the Chromaticity of Solid State Lighting (SLL) Products, ANSI C78.377-2017.

### OPTICAL

#### Bug Ratings:

W34S:

BUG Rating 35W: B0 U3 G3

BUG Rating 25W: B0 U3 G2

BUG Rating 17W: B0 U2 G2

W34M:

BUG Rating 80W: B1 U3 G5

BUG Rating 60W: B1 U3 G4

BUG Rating 40W: B1 U3 G3

W34L:

BUG Rating 150W: B1 U3 G5

BUG Rating 100W: B1 U3 G5

BUG Rating 75W: B1 U3 G5

## TECHNICAL SPECIFICATIONS (CONTINUED)

### CONSTRUCTION

**Cold Weather Starting**

Minimum starting temperature is -40°C (-40°F)

**Maximum Ambient Temperature**

Suitable for use in up to 40°C (104°F)

**Housing**

Die-cast aluminum housing

**Mounting**

Die-cast backbox with four (4) conduit entry points and knockout pattern for junction box or direct wall mounting. Hinged door for easy re-assembly.

**Lens**

Glass

**Reflector**

Aluminum

**Green Technology**

Mercury and UV free. RoHs-compliant components.

**Finish**

Formulated for high durability and long lasting color.

### ELECTRICAL

**Drivers****W34S:****Constant Current, Class 2, 120-277V, 50/60Hz**

35W: 120V: 0.33A, 208V: 0.20A, 240V: 0.17A, 277V: 0.15A

25W: 120V: 0.24A, 208V: 0.17A, 240V: 0.14A, 277V: 0.12A

17W: 120V: 0.16A, 208V: 0.11A, 240V: 0.10A, 277V: 0.09A

**W34M:****Constant Current, Class 2, 120-277V, 50/60Hz**

80W: 120V: 0.75A, 208V: 0.42A, 240V: 0.34A, 277V: 0.34A

60W: 120V: 0.55A, 208V: 0.33A, 240V: 0.27A, 277V: 0.25A

40W: 120V: 0.36A, 208V: 0.22A, 240V: 0.18A, 277V: 0.17A

**W34L:****Constant Current, Class 1, 120-277V, 50/60Hz**

150W: 120V: 1.21A, 208V: 0.73A, 240V: 0.63A, 277V: 0.54A

100W: 120V: 0.89A, 208V: 0.48A, 240V: 0.42A, 277V: 0.41A

75W: 120V: 0.61A, 208V: 0.36A, 240V: 0.32A, 277V: 0.31A

**Dimming Driver:**

Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.

**Photocell:**

Integrated photocell included with on/off switch

### OTHER

**Warranty**

The RAB 5-year, limited warranty covers light output, driver performance and paint finish. RAB's warranty is subject to all terms and conditions found at [rablighting.com/warranty](http://rablighting.com/warranty).

### PERFORMANCE

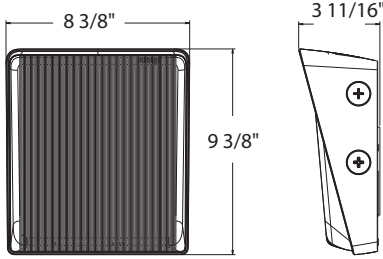
**Lifespan**

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations

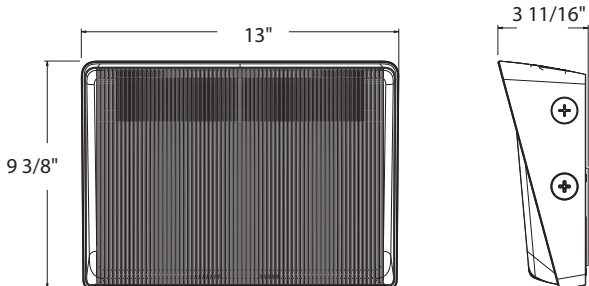
# W34 Ultra-Economy Wallpack

**DIMENSIONS :**

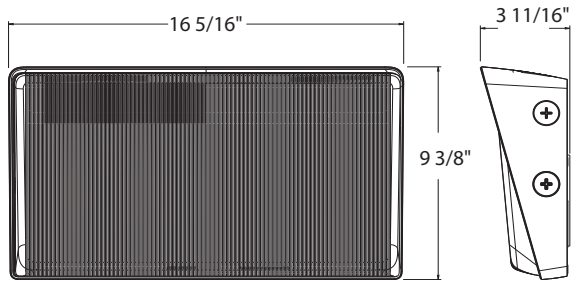
W34S  
Weight: 6.6 lbs



W34M  
Weight: 10.0 lbs



W34L  
Weight: 13.0 lbs



# W34 Ultra-Economy Wallpack



## PERFORMANCE:

W34S	3000K	4000K	5000K	3000K	4000K	5000K	3000K	4000K	5000K
Wattage	35W			25W			17W		
Input Watts	39.1W	37.4W	38.8W	29.2W	28.3W	29W	19.3W	18.7W	19.2W
Lumens	5,133	5,574	5,453	4,020	4,312	4,274	2,728	2,861	2,881
Lm/W	131.3	149.0	140.5	137.7	152.4	147.4	141.3	153.0	150.1
CRI	73	75	74	74	75	74	74	75	74
Voltage Ratings	120-277V								

W34M	3000K	4000K	5000K	3000K	4000K	5000K	3000K	4000K	5000K
Wattage	80W			60W			40W		
Input Watts	89.7W	85.5W	88.9W	65.5W	63.1W	65.1W	42.8W	41.6W	42.5W
Lumens	11,444	12,495	12,272	8,879	9,625	9,588	6,174	6,552	6,616
Lm/W	127.6	146.1	138.0	135.6	152.5	147.3	144.3	157.5	155.7
CRI	76	77	75	76	77	75	76	77	75
Voltage Ratings	120-277V								

W34L	5000K	4000K	3000K	5000K	4000K	3000K	5000K	4000K	3000K
Wattage	150W			100W			75W		
Input Watts	145W	137.9W	143.9W	106.1W	101.5W	105W	72.9W	70.4W	72.3W
Lumens	20,563	21,852	21,123	15,866	16,696	16,472	11,480	11,905	11,892
Lm/W	141.8	158.5	146.8	149.5	164.5	156.9	157.5	169.1	164.5
CRI	72	75	75	72	75	75	73	75	75
Voltage Ratings	120-277V								

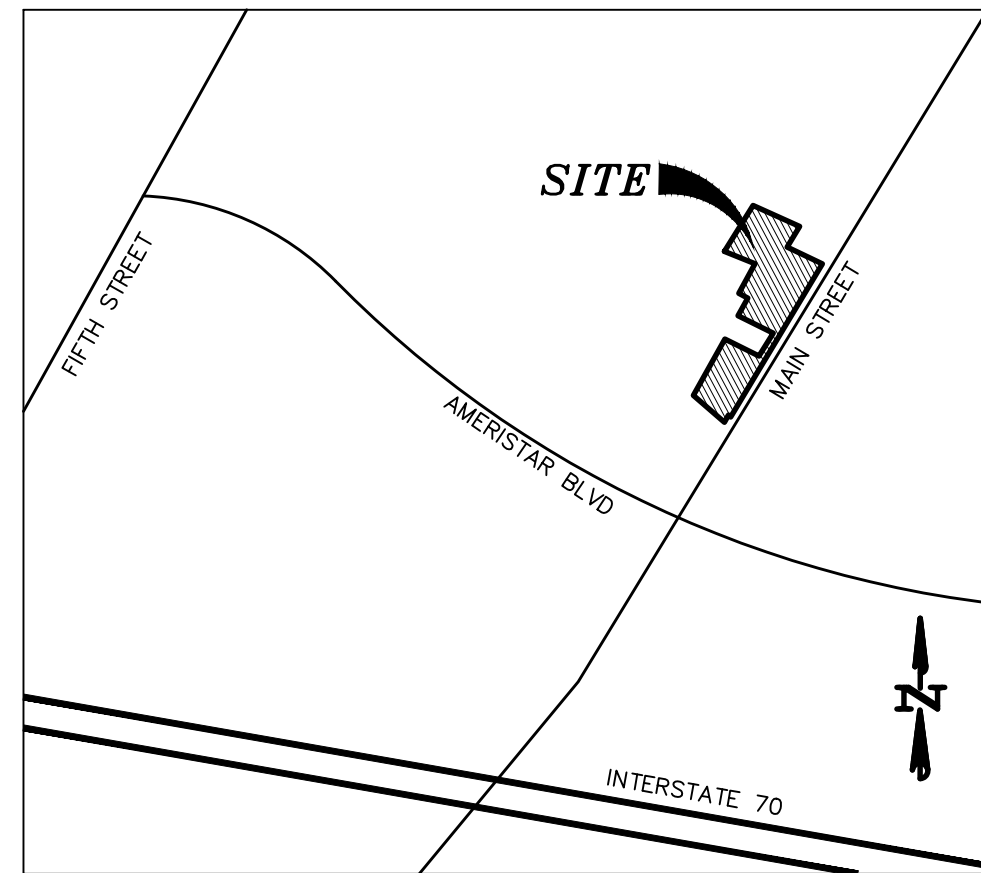
## ORDERING MATRIX

### W34

Family	Size/Wattage	Color Temperature	Finish	Voltage Rating	Option
W34	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
S	Small, 35/25/17W	BLANK	3000K/4000K/5000K	BLANK	120-277V, 0-10V dimming
M	Medium, 80/60/40W		Field-Adjustable		
L	Large, 150/100/75W				BLANK Integrated Photocell

# A REZONING PLAT FOR THE WINE GARDEN

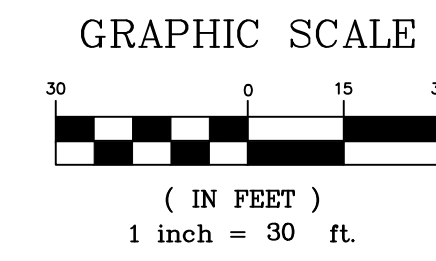
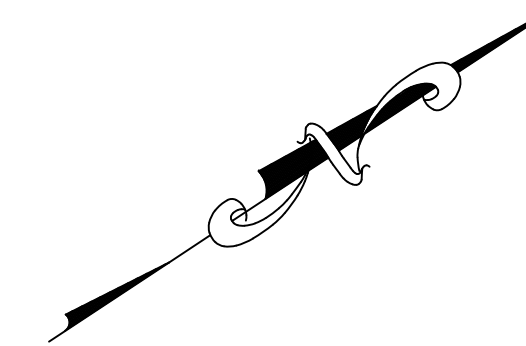
PART OF "BOUNDARY ADJUSTMENT OF LOT 5 OF HALLS SUBDIVISION AND  
LOT 1 OF BLOCK 1 OF EVANS SURVEY  
CITY OF ST. CHARLES  
ST. CHARLES COUNTY, MISSOURI



Locator Map

## Development Notes:

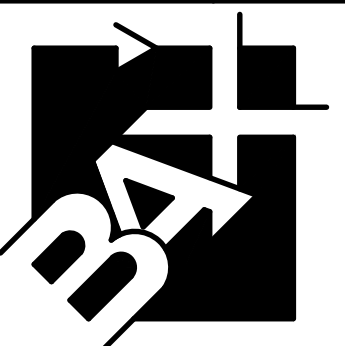
- AREA OF TRACT: 3.18 ACRES
- THIS PROPERTY IS CURRENTLY LISTED UNDER THE FOLLOWING PARCEL LOCATOR NUMBER IN THE ST. CHARLES COUNTY ASSESSORS OFFICE: 6-014A-C768-00-0001.0000000
- EXISTING ZONING: "HCD" HISTORIC COMMERCIAL DISTRICT (CITY OF ST. CHARLES)
- PROPOSED USE: WINERY
- THE REQUIRED HEIGHT AND BUILDING SETBACKS ARE AS FOLLOWS:  
MINIMUM FRONT YARD: 10 FEET  
MINIMUM SIDE YARD: 0 FEET, OR 10 FEET IF ADJACENT TO RESIDENTIAL  
MINIMUM REAR YARD: 30 FEET  
BUILDING HEIGHT: 35 FEET
- PROPERTY OWNER: WINE GARDEN LLC  
1795 CLARKSON RD STE 240  
CHESTERFIELD, MO 63017
- A BOUNDARY ADJUSTMENT PLAT WILL BE PROVIDED.



CALL BEFORE  
YOU DIG!  
1-800-DIG-RITE

REZONING PLAT FOR  
**THE WINE GARDEN**  
1219 SOUTH MAIN ST  
ST. CHARLES, ST. CHARLES COUNTY, MO, 63301

PREPARED FOR:  
WINE GARDEN LLC, 240  
CLARKSON RD, CHESTERFIELD, MO 63017  
636-928-6755



**ENGINEERING  
PLANNING  
SURVEYING**

221 Point West Blvd.  
St. Charles, MO 63301  
636-928-5552  
FAX 928-1718

Box Engineering Company, Inc.  
Missouri State Certificate of Authority  
Engineering #000655  
Missouri State Certificate of Authority  
Surveying #000144

**REVISIONS**

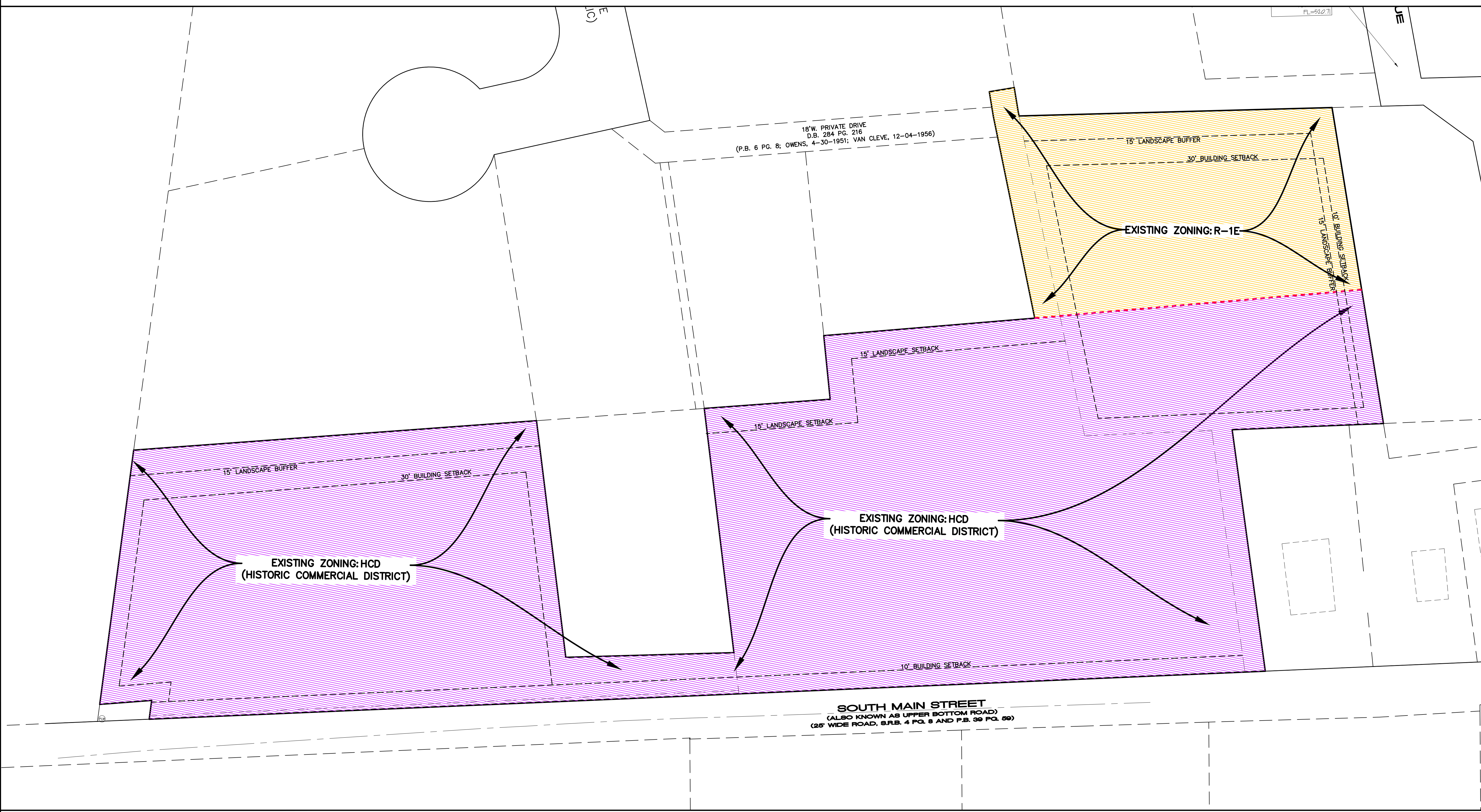
NO.	DATE	DESCRIPTION

DISCLAIMER OF RESPONSIBILITY  
I hereby disclaim any  
responsibility for all other  
drawings, specifications, estimates,  
reports or other documents or  
instruments relating to or  
intended to be used for any part  
or parts of the architectural or  
engineering project or survey  
other than those authenticated by  
my seal.

Clifford L. Heitmann  
Civil Engineer  
E29817

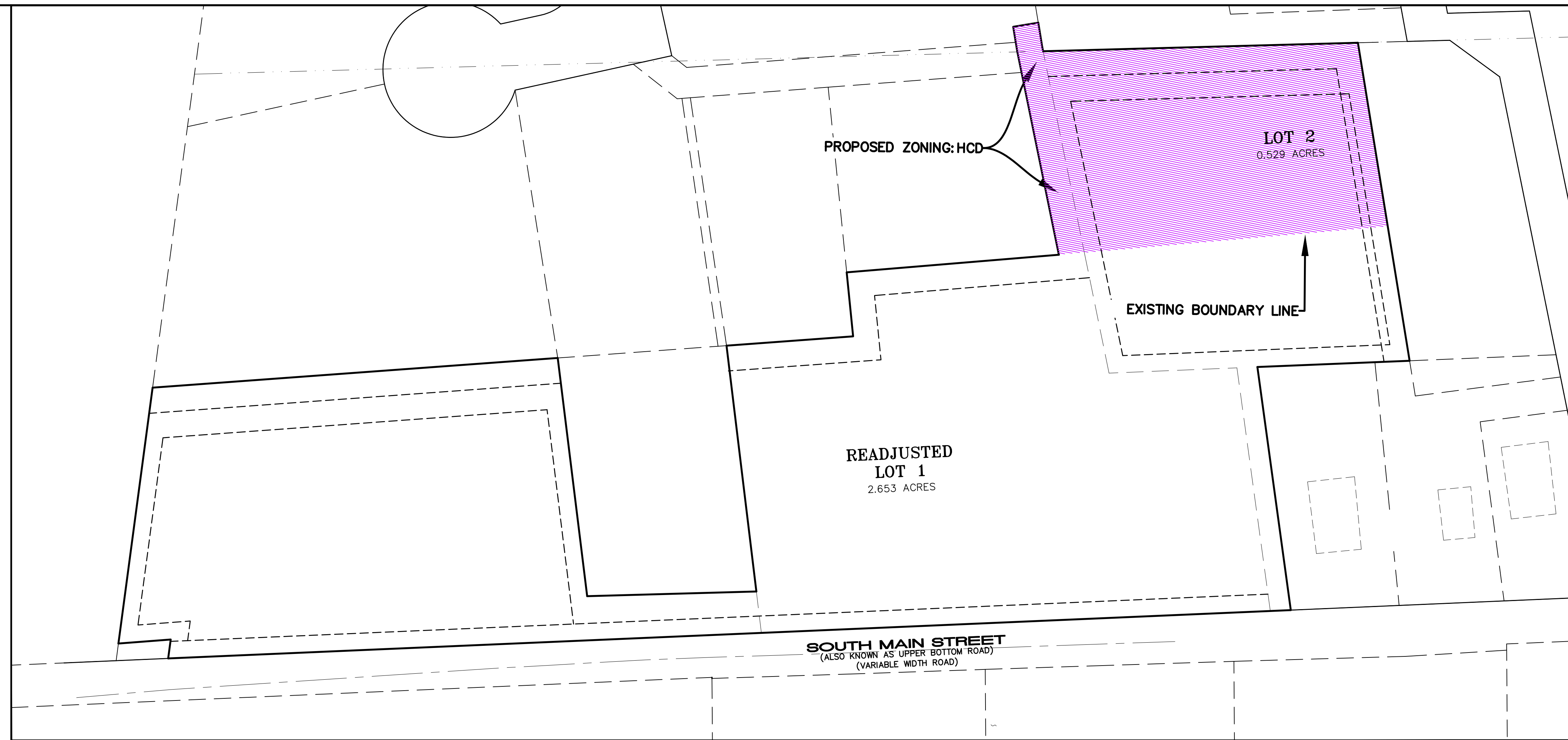
10-13-25  
DATE  
17-17234C  
PROJECT NUMBER  
17234Cpre\_AmendedSite.dwg  
FILE NAME  
BWF  
DRAWN  
BWF CLH  
DESIGNED CHECKED

SITE  
PLAN

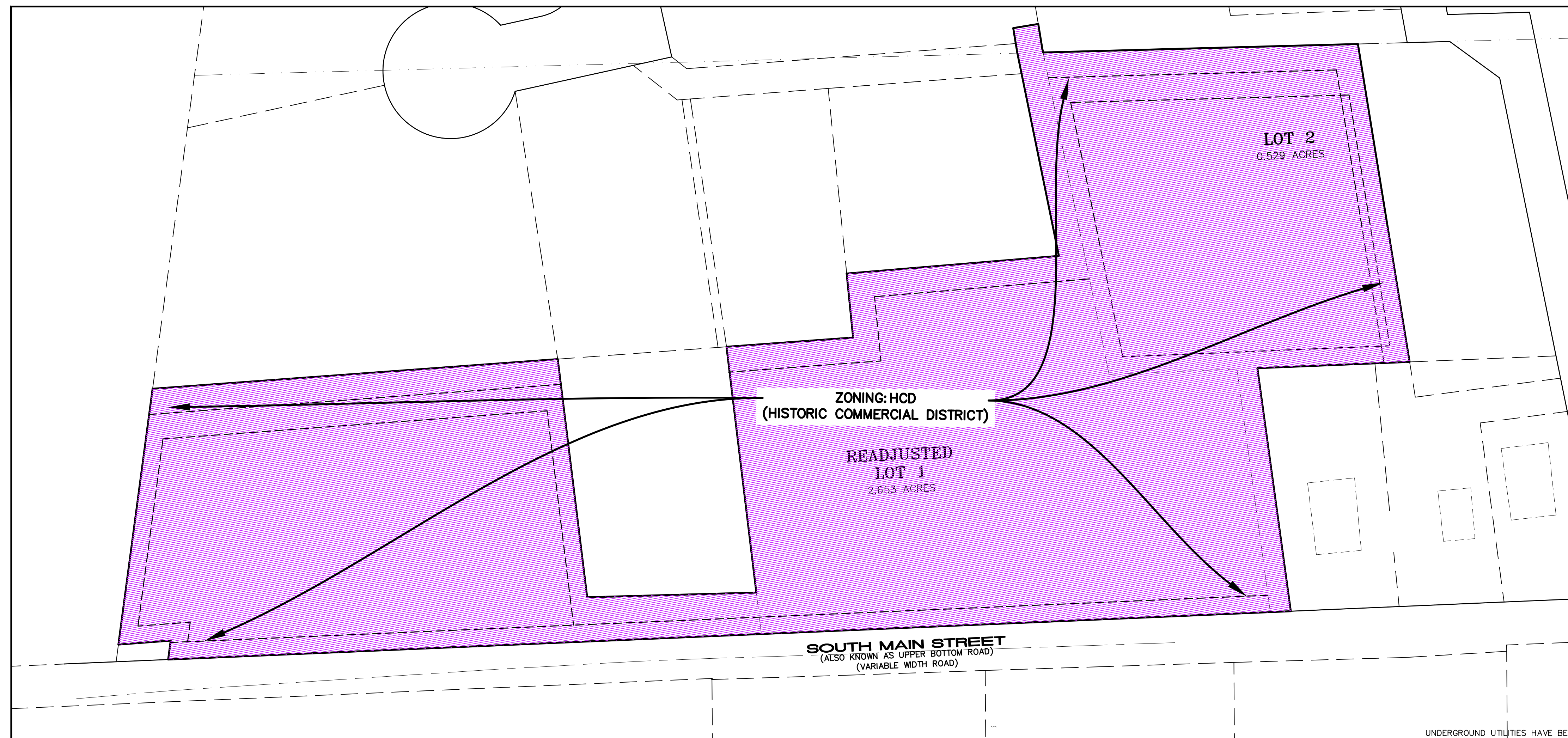


EXISTING ZONING

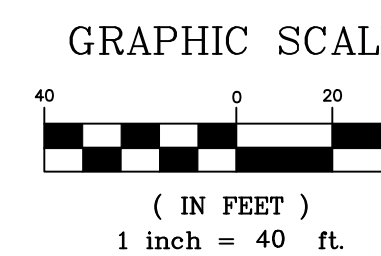
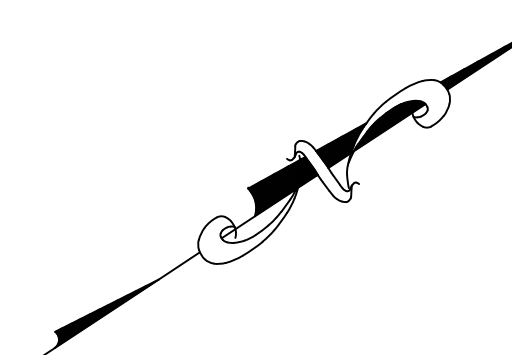
UNDERGROUND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE INFORMATION AND THEREFORE THEIR LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THE VERIFICATION OF THE LOCATION OF ALL UNDERGROUND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, AND SHALL BE LOCATED PRIOR TO ANY GRADING OR CONSTRUCTION OF THE IMPROVEMENTS.



PROPOSED ZONING CHANGE

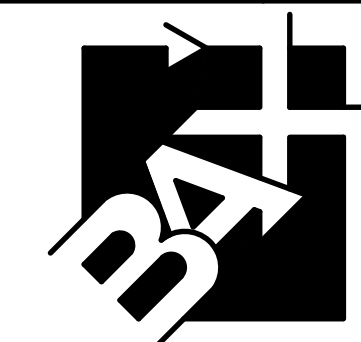


PROPOSED ZONING



REZONING PLAN FOR  
**THE WINE GARDEN**  
 1219 SOUTH MAIN ST  
 ST. CHARLES, ST. CHARLES COUNTY, MO, 63301

PREPARED FOR:  
 THE WINE GARDEN LLC, 240  
 CHESTERFIELD, MO 63071  
 636-328-6755



**ENGINEERING  
 PLANNING  
 SURVEYING**

221 Point West Blvd.  
 St. Charles, MO 63301  
 636-928-5552  
 FAX 928-1718

Bae Engineering Company, Inc.  
 Missouri State Certificate of Authority  
 Engineering #000655  
 Missouri State Certificate of Authority  
 Surveying #000144

REVISIONS

NO.	DATE	DESCRIPTION

DISCLAIMER OF RESPONSIBILITY  
 I hereby disclaim any  
 responsibility for all other  
 drawings, specifications, estimates,  
 reports or other documents or  
 instruments relating to or  
 intended to be used for any part  
 or parts of the architectural or  
 engineering project or survey  
 other than those authenticated by  
 my seal.

Clifford L. Heilmann  
 Civil Engineer  
 E29817

10-13-25

DATE

17-17234C

PROJECT NUMBER

17234Cpre\_AmendedSite.dwg

FILE NAME

BWF

DRAWN

BWF CLH

DESIGNED CHECKED

SITE  
 PLAN



CALL BEFORE  
 YOU DIG!  
 1-800-DIG-RITE

UNDERGROUND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE INFORMATION AND THEREFORE THEIR LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THE RESPONSIBILITY OF THE LOCATION OF ALL UNDERGROUND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, AND SHALL BE LOCATED PRIOR TO ANY GRADING OR CONSTRUCTION OF THE IMPROVEMENTS.

**LANDMARKS BOARD - MINUTES**  
**October 27, 2025**  
**City Council Chambers, Fourth Floor City Hall**  
**200 North Second Street**  
**St. Charles, MO 63301**

**MEMBERS PRESENT**

Steve Martin, Chair  
Jill Ryan  
Michelle Beucke  
Dave Settle  
John Donnelly  
Christi Tennyson  
Steve Hollander, Council Liaison

**STAFF PRESENT**

Taylor Moore, Preservation Planner  
John Boyer, Assistant Director of CD

**Absent:** Tom Smith

On Monday, October 27, 2025, at 6:00 p.m., the City of St. Charles Landmarks Board held its regular monthly meeting in the Council Chambers on the fourth floor of City Hall.

**1. Call to order and call the roll.**

*Chairman Steve Martin called the meeting to order at 6:00 p.m. Taylor Moore called the roll. Those in attendance are listed above.*

**2. The Pledge of Allegiance**

**3. Consent Agenda**

(A) Case No. EC-2025-058 1328 North 5th Street. Stephen Fuller. The applicant is requesting permission to construct a lean-to structure in the rear of the property [Frenchtown Preservation District, Ward 1].

(B) Case No. EC-2025-060 815 South Main Street. Renewal by Anderson. The applicant is requesting permission to replace four windows on the dwelling [South Main Preservation District, Ward 2].

*Steve Hollander made a motion to approve the consent agenda. Michelle Beucke seconded the motion. Six were in favor, none were opposed (6-0), the motion passed.*

**4. Removed Consent Agenda Items**

*Christi Tennyson arrived at 6:02p.m. There are now seven members present.*

**5. Sign Permit Applications**

(A) Sign Permit No. 2025-5139 401 Clark Street. Waseem Khaliq. The applicant is requesting permission to install a wall-mounted sign for the business “Clark Street Auto” [Extended Historic Preservation District, Ward 1]. *Waseem Khaliq was present to answer questions from the Board. Michelle Beucke made a motion to approve the sign permit. John Donnelly seconded the motion. All were in favor (7-0), the motion passed.*

(B) Sign Permit No. 2025-5142 525 South Main Street. Laura Berlener. The applicant is requesting permission to install new projecting sign for the business “U Defined Boutique (South)” [South Main Preservation District, Ward 2]. *Mark Aschen with Master Signs was present to answer questions for the Board. Michelle Beucke made a motion to approve the*

*new signage. Steve Hollander seconded the motion. All were in favor (7-0), the motion passed.*

(C) Sign Permit No. 2025-5144 300 North Main Street. Laura Berlener. The applicant is requesting permission to install a new projecting sign for the business “U Defined Boutique (North)” [Historic Downtown District, Ward 1]. *Mark Aschen with Master Signs was present to answer questions for the Board. Michelle Beucke made a motion to approve the new signage. Jill Ryan seconded the motion. All were in favor (7-0), the motion passed.*

(D) Sign Permit. No. 2025-5150 902-904 South Main Street. Jane Buckley. The applicant is requesting permission to install new signage for the business “Vintage She Shed” [South Main Preservation District, Ward 2]. *Jane Buckley was present to answer questions for the Board. Michelle Beucke made a motion to approve the two new signs. Christi Tennyson seconded the motion. All were in favor (7-0), the motion passed.*

## **6. Structure Review**

(A) Case No. EC-2025-048 700 North 3<sup>rd</sup> Street. Midtown Home Improvements. The applicant is requesting permission to replace the front door on the dwelling [Frenchtown Preservation District, Ward 1]. *A representative from Midtown Home Improvements was present to answer questions from the Board. Steve Hollander made a motion to approve the application as submitted. Jill Ryan seconded the motion. All were in favor (7-0), the motion passed.*

(B) Case No. EC-2025-059 618 Lewis Street. Sun Solar LLC. The applicant is requesting permission to install solar panels on the roof of the dwelling [Commons Preservation District, Ward 1]. *A representative from Sun Solar LLC was present to answer questions for the Board. Steve Hollander made a motion to approve the application as submitted. Dave Settle seconded the motion. Two were in favor, five were opposed (2-5), and the motion failed and was not approved.*

(C) Case No. EC-2025-061 206 North Benton Avenue. Solar Sun LLC. The applicant is requesting permission to install solar panels on the roof of the dwelling [Extended Historic Preservation District, Ward 2]. *Craig Davis with Sun Solar LLC was present to answer questions for the Board. Christi Tennyson made a motion to approve the application. Michelle Beucke seconded the motion. All were in favor (7-0), the motion passed.*

(D) Case No. SP-2024-024 1801 North 2<sup>nd</sup> Street. Fredrick Stark. The applicant is requesting permission to install three gazebos on the property [Frenchtown Preservation District, Ward 1]. *Fred Stark was present to answer questions for the Board. Jill Ryan made a motion to approve the gazebos to the previously approved site plan. John Donnelly seconded the motion. All were in favor (7-0), and the motion passed.*

(E) Case No. SP-2025-011 618 Clark Street. Aleksander Feldman & Mila Samsonov. The applicants are requesting permission to construct a new carport/garage in the rear of the property [Commons Preservation District, Ward 1]. *Aleksander Feldman was present to answer questions for the Board. Michelle Beucke made a motion to approve the application subject to the condition the columns will be wrapped in wood. Christi Tennyson seconded the motion. Six were in favor, none were opposed, one abstained (6-0-1), the motion passed.*

(F) Case No. D-2025-012 718 Clark Street. Joe Schneider. The applicant is requesting permission to remove an existing garage in the rear of the property [Commons Preservation District, Ward 1]. *Michelle Beucke was present to answer questions for the Board. Steve Hollander made a motion to find the structure historically significant. John Donnelly seconded the motion. None were in favor, six were opposed, and one abstained (0-6-1). The structure was found to be not historically significant and approved for demolition.*

- (G) Case No. SP-2025-013 718 Clark Street. Joe Schneider. The applicant is requesting permission to construct a new garage in the rear of the property [Commons Preservation District, Ward 1]. *Michelle Beucke was present to answer questions for the Board. Steve Hollander made a motion to approve the projects as submitted. Jill Ryan seconded the motion. Six were in favor, none opposed, and one abstained (6-0-1). The motion passed.*
- (H) Case No. SP-2025-09 300 South 5<sup>th</sup> Street. Peter Schwartz. The applicant is requesting approval for the redesigned site plan for First Capitol Place Apartments [Extended Historic Preservation District, Ward 2]. Peter Schwartz with Vessel Architecture was present to answer questions for the Board. Council Member Bill Otto spoke in favor of the project. Joe Schneider also spoke in favor of the project. Jill Ryan made a motion to approve the redesigned facades. Dave Settle seconded the motion. Five were in favor, one was opposed, and one abstained (5-1-1). The motion passed.

**7. Announcements/Reports from Officers – N/A**

**8. 2026 Meeting Dates & Deadlines**

*Steve Hollander made a motion to approve the 2026 Meeting Dates and Deadlines. Christi Tennyson seconded the motion. All were in favor (7-0).*

**9. Approval of August 18, 2025 regular meeting minutes**

*Steve Hollander made a motion to approve the minutes, Michelle Beucke seconded the motion. Six were in favor, none were opposed, and one abstained (6-0-1).*

**10. Adjournment**

*Michelle Beucke made a motion to adjourn. Christi Tennyson seconded the motion. All were in favor (7-0), the meeting adjourned at 7:03p.m.*

---

SECRETARY

---

DATE