



PLANNING AND ZONING COMMISSION

AGENDA FOR REGULAR MEETING

April 13, 2026

PLANNING AND ZONING COMMISSION:

Shawn Luesse, Chair
Julie Bartch, Vice-Chair
Missy Palitzsch, Secretary
Dan Borgmeyer, Mayor
Michael Galba, City Council Liaison

John Morgan
Chris DeGuentz
Tyson King
Adriana Perrone
Keith Liston

Commission Members:

A regular meeting of the St. Charles Planning and Zoning Commission will be held on **Monday, April 13, 2026**, beginning at 6:00 p.m. on the fourth floor of City Hall Chambers, 200 North Second Street, St. Charles, Missouri.

1. Call to order and the roll.
2. The Pledge of Allegiance.
3. Approve the minutes of the March 9, 2026 Planning and Zoning Commission meeting.

PUBLIC HEARING: Text Amendment

4. Case No. TA-2026-01. (City of St. Charles) An application to amend Chapter 400 of the Code of Ordinances specifically concerning Data Centers. ***This item was TABLED at the February 9, 2026 Planning and Zoning Commission meeting, and the Public Hearing was closed at that time.***

PRELIMINARY PLAT

5. Case No. SUB-2026-01. (Deerfield Village Titleholder, LLC) An application for a Preliminary Plat for five (5) lots for manufactured/modular homes at the existing Deerfield Village Mobile Home Park, within the R-M/WHP Manufactured/Modular Residential District within the Wellhead Protection District. The property is approximately sixty (60) acres overall, located on the north side of Elm Point Road. This property is located in Ward 7.

PUBLIC HEARING: Rezoning

6. Case No. Z-2026-07. (Common Pathway Holding LLC – Paul Dinkins) An application to rezone an approximately 33,155 square feet tract of land located at 3516 Shire Lane within The New Town at St. Charles development from “CS/PD-MU” Civic Space within the Planned Development Mixed- Use District to “T-2/PD-MU” Transect Zone 2 within the Planned Development Mixed-Use District for a proposed Inn. The subject property is located in Ward 8.

PUBLIC HEARING: Conditional Use

7. Case No. CU-2025-30. (Lynette Agnew – 15 Brunch Bar). An application for a Conditional Use Permit per §400.230(C)(1)(a) for Liquor Sales associated with a Restaurant use within the “C-3” General Business District, located at 1456 Bass Pro Drive. The subject property is located in Ward 2.

PUBLIC HEARING: Conditional Use

8. Case No. CU-2026-06. (L & Y LLC) An application for a Conditional Use Permit per §400.220(C)(1)(a) for Liquor Sales associated with a Restaurant use within the “C-2” General Business District, located at 1610 Country Club Plaza. The subject property is located in Ward 4.

PUBLIC HEARING: Conditional Use

9. Case No. CU-2026-07. (Michael L. Warspir – OASIS Executive Direction) An application to amend a previously approved Conditional Use Permit per §400.230(C)(1)(a) for the expansion of a Community Service Establishment (free food distribution), for the installation of an additional outdoor refrigeration unit. The subject property is located at 1814 Boones Lick Road, within the “C-3” Highway Business District, and located in Ward 2.

SITE PLAN

10. Case No. SP-2026-03. (Michael L. Warspir – OASIS Executive Direction) A Site Plan application for the installation of one (1) additional outdoor refrigeration unit. The subject property is located at 1814 Boones Lick Road, within the “C-3” Highway Business District, and located in Ward 2.

PUBLIC HEARING: Conditional Use

11. Case No. CU-2026-08. (Jane Munyambo – Capitol Bar and Grill, LLC) An application for a Conditional Use Permit per §400.230(C)(1)(a) for Liquor Sales associated with a Restaurant use within the “C-3” Highway Business District, located at 2198 1st Capitol Drive. The subject property is located in Ward 2.

PUBLIC HEARING: Conditional Use

12. Case No. CU-2026-09. (Travis Miller – Brazen Auto LLC) An application for a Conditional Use Permit per § 400.220(C)(1)(c) for Motor Vehicle Sales within the “C-2” General Business District, located at 2600 S Old Highway 94. The subject property is located in Ward 5.

SITE PLAN

13. Case No. SP-2025-10. (S.J. Hollander Architect) A Site Plan application to amend the elevations for a new office & workshop with outdoor storage located at 2040 Exchange Drive. The property is zoned -1 Light Industrial District and is located in Ward 4.

PUBLIC HEARING: Rezoning

14. Case No. Z-2026-08. (Mike Burkhardt – VE Design Management) An application to rezone an 11.72-acre (more or less) tract of land located on the north and south side of Lynnbrook Drive at the intersection of S. Old Highway 94, from “C-2” General Business District to “R-3A” Multiple-Family Residential District for a proposed apartment complex. The subject property is located in Ward 4. ***This item was WITHDRAWN by the applicant.***

Adjourn

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.

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

Posted on 4/8/2026 at 4:00 PM MPB



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

March 9, 2026

**City Hall – Council Chambers
200 N Second Street, 4th Floor
St. Charles, MO 63301**

MEMBERS PRESENT:

Shawn Luesse, Chairperson
Chris DeGuentz
Adriana Perrone
Tyson King
Keith Liston
John Morgan
Mayor Dan Borgmeyer
Michael Galba, City Council Liaison

MEMBERS ABSENT

Julie Bartch, Vice-Chair
Missy Palitzsch, Secretary

STAFF PRESENT:

John Boyer, Assist. Director of C.D./Planning Manager
Lara Berry, Planner
Madelyn Brown, Planner

A regular meeting of the St. Charles Planning and Zoning Commission was held on **Monday, March 9, 2026**, beginning at 6:00 p.m. on the fourth floor of City Hall Chambers, 200 North Second Street, St. Charles, Missouri. *The meeting was called to order by Chair, Sean Luesse, at 6:00 p.m. Adriana Perrone was elected to be Interim Secretary and she took roll. Those in attendance are noted above.*

1. Call to order and the roll.
2. The Pledge of Allegiance.
3. Approve the minutes of the February 9, 2025 Planning and Zoning Commission meeting.

Mayor Borgmeyer made a motion to approve the minutes. Councilmember Galba seconded the motion. All were in favor. The minutes were approved.

Councilmember Galba made a motion to amend the agenda in order to consider Items #8 (Case No. PDA-2026-01) & 10 (Case No. Z-2026-06) first on the agenda. Commissioner DeGuentz seconded the motion. All were in favor. Motion passed.

Chair Luesse recused himself from this application and Commissioner DeGuentz motioned to have Councilmember Galba take over as Acting Chair for these items. Commissioner Morgan seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (7 in favor, 0 opposed).*

PUBLIC HEARING: Planned Development Amendment

4. Case No. PDA-2026-01. (Charlestowne Crossing, LLC) An application to amend an existing Planned Development district for a planned Senior Housing Facility and Congregate Care Facility development, specifically to establish the district entitlements within the PD-MU Planned Development Mixed-Use District. The subject property is located in Ward 8.

Planner Brown provided the Commission with an overview of the Planned Development Amendment request. The applicant addressed the Commission. The public hearing for the application opened with one (1) speaker from the public, speaking in opposition due to concerns with traffic and fit to surrounding development. Mayor Borgmeyer made a motion to close the public hearing. Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Commissioner Morgan motioned to forward the application with a favorable recommendation, as submitted. Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** Borgmeyer; **Absent:** Bartch, Palitzsch. Motion passed (6 in favor, 0 opposed, 1 abstention).*

The application will be forwarded to the City Council with a favorable recommendation at their April 7, 2026 meeting.

PUBLIC HEARING: Rezoning

5. Case No. Z-2026-06. (Green Farms Biosystems LLC) An application to rezone an approximately 29,169 square feet tract of land located at Lot 3E of the Three Flags #2 Subdivision, 470 feet (more or less) northeast of the S. 5th Street and Interstate 70 interchange, from “C-2” General Business District to “C-3” Highway Business District for a proposed Marijuana Facility. The subject property is located in Ward 2.

Planner Berry provided the Commission with an overview of the Rezoning request. The applicant addressed the Commission. The public hearing for the application opened with no speakers from the public. Mayor Borgmeyer made a motion to close the public hearing. Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Commissioner Morgan motioned to forward the Rezoning with a favorable recommendation, as submitted. Commissioner King seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (7 in favor, 0 opposed). The Rezoning application will be forwarded to the City Council with a favorable recommendation at their April 7, 2026 meeting.*

Chair Luesse came back to run the rest of the meeting.

PUBLIC HEARING: Rezoning

6. Case No. Z-2026-05. (99 to 1, LLC, Mark Bayliss & Kayla Fozzard) An application to annex and establish the zoning for a 0.88-acre tract of land located at 1408 Fischer Lane, from St. Charles County “R1E” Single-Family Residential District to the City of St. Charles “R-1E” Single-Family Residential District. The subject property will be located in Ward 5 upon annexation.

Planner Berry provided the Commission with an overview of this annexation and establishment of zoning request. The applicant was absent. The public hearing for the application opened with no speakers from the public. Mayor Borgmeyer made a motion to close the public hearing. Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (8 in favor, 0 opposed). The public hearing closed.*

Commissioner DeGuentz motioned to forward the Annexation application, as submitted. Commissioner Morgan seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (8 in favor, 0 opposed).*

The Annexation application will be forwarded to the City Council with a favorable recommendation at their April 7, 2026 meeting.

Commissioner DeGuentz motioned to forward the Establishment of Zoning application, as submitted. Commissioner Morgan seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (8 in favor, 0 opposed).*

The Establishment of Zoning application will be forwarded to the City Council with a favorable recommendation at their April 7, 2026 meeting.

PUBLIC HEARING: Conditional Use

7. Case No. CU-2024-22. (Bench Racers – Frederick Stark & Stephanie Lai) An application to amend an existing Conditional Use Permit to include Liquor Sales via §400.290(C)(2) within the “FD/FPD” Frenchtown District and also within the Frenchtown Preservation District overlay located at 1801 N. 2nd Street. The subject property is located in Ward 1.

Planner Berry provided the Commission with an overview of the Conditional Use request. The applicant addressed the Commission. The public hearing for the application opened with one (1) speaker from the public, in favor of the application. Mayor Borgmeyer made a motion to close the public hearing. Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (8 in favor, 0 opposed). The public hearing closed.*

Councilmember Galba motioned to forward the Conditional Use application, with the following conditions:

- 1. This conditional use permit for Liquor Sales associated with a Restaurant use and Temporary Retail Sales (Food Trucks) is issued to the applicant (Jovial LLC – Frederick Stark and Stephanie Lai) and the business (Bench Racers) only for the property located at 1801 North 2nd Street and is not transferable to another location and/or tenant/business.**
- 2. Any change to the submitted proposal, including but not limited to additional dining area, outdoor patio expansion, may require additional approvals from the City.**
- 3. Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.**
- 4. Liquor sales shall not occur independently of the primary business use and shall only be accessory to the operation of the restaurant use. Food service shall be continuously available during all hours of liquor sales, whether provided by food trucks or the primary structure. In the absence of available food service, liquor sales shall cease.**
- 5. Hours of operation, more specifically the closing time, shall be limited to those listed in this report (9:00 PM on weekdays/10:00 PM on Friday and Saturday).**
- 6. Non-compliance with any building codes, property maintenance codes, fire codes, noise control ordinances, or conditions of this approval is grounds for revocation of the conditional use approval.**
- 7. Violations of Chapter 600 (Liquor/Alcoholic Beverages) may be grounds for revocation of this Conditional Use.**
- 8. Outdoor amplified music shall cease by 9:00 PM on all operating days, unless otherwise approved by the City in connection with a permitted special event.**

9. **Private events, festivals, or deviations from the approved hours of operation may require additional City approvals and shall comply with all applicable permit requirements.**

Commissioner Morgan seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Borgmeyer, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (8 in favor, 0 opposed).*

The Conditional Use application will be forwarded to the City Council with a favorable at their April 7, 2026 meeting.

PUBLIC HEARING: Conditional Use

8. Case No. CU-2026-03. (Abelardo's Mexican Food, LLC) An application for a Conditional Use Permit per §400.220(C)(1)(a) for In-Vehicle Sales/Service (a restaurant drive-through) within the "C-2" General Business District, located at 2412 W Clay Street. The subject property is located in Ward 9.

Planner Brown provided the Commission with an overview of the Conditional Use request. The applicant addressed the Commission. The public hearing for the application opened with no speakers from the public. Councilmember Galba made a motion to close the public hearing. Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Councilmember Galba motioned to forward the Conditional Use application, with the following conditions:

1. **This conditional use permit for in-vehicle sales (drive-thru) associated with a permitted restaurant is issued to the applicant and business (Abelardo's Mexican Food) only for the property located at 2412 W Clay Street and is not transferable to another location and/or tenant/business.**
2. **Non-compliance with any building codes, property maintenance codes, fire codes, noise control codes, ordinances concerning disturbances or conditions of this approval is grounds for revocation of the conditional use approval.**
3. **Any required landscaping, including trees and shrubs, that has died shall be replaced prior to issuance of a Certificate of Occupancy.**

Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (8 in favor, 0 opposed).*

The Conditional Use application will be forwarded to the City Council with a favorable at their April 7, 2026 meeting.

PUBLIC HEARING: Conditional Use

9. Case No. CU-2026-05. (Sushi Ai – Yan Chen) An application for a Conditional Use Permit per §400.220(C)(1)(a) for Liquor Sales within the "C-2" General Business District, located at 3010 W. Clay Street. The subject property is located in Ward 9.

Planner Berry provided the Commission with an overview of the Conditional Use request. The applicant addressed the Commission. The public hearing for the application opened with no speakers from the public. Councilmember Galba made a motion to close the public hearing. Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Councilmember Galba motioned to forward the Conditional Use application, with the following conditions:

1. **This conditional use permit for liquor sales associated with a restaurant use shall be issued to the applicant (Yan Chen) with Sushi Ai restaurant located at 3010 W. Clay Street and shall not be transferable to another location and/or tenant/business.**
2. **Any change to the submitted proposal, including but not limited to the expansion of the building or outdoor patio, special events, or live outdoor music may require additional approvals from the City.**
3. **Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.**
4. **Liquor sales shall not occur independently of the primary business use and shall only be accessory to the operation of the restaurant use.**
5. **Liquor sales shall be limited to the restaurant's normal operating hours of 10:30 AM to 10:30 PM, unless otherwise approved by the City.**
6. **Non-compliance with any building codes, property maintenance codes, fire codes, noise control ordinances, or conditions of this approval is grounds for revocation of the conditional use approval.**
7. **Violations of Chapter 600 (Liquor/Alcoholic Beverages) may be grounds for revocation of this Conditional Use.**

Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch. Motion passed (7 in favor, 0 opposed).*

The Conditional Use application will be forwarded to the City Council with a favorable at their April 7, 2026 meeting.

PUBLIC HEARING: Conditional Use

10. Case No. CU-2024-20. (XRP Homes, LLC) An application to amend an existing Conditional Use Permit from §400.290(C)(5) specifically to expand a meeting facility use and §400.290(C)(2) for the addition of Liquor Sales within FD/FHP Frenchtown District/Frenchtown Historic Preservation District located at 1106 N 2nd Street. The subject property is located in Ward 1.

Planner Brown provided the Commission with an overview of the Conditional Use request. The applicant addressed the Commission. The public hearing for the application opened with one (1) speaker from the public, in favor of the application. Commissioner DeGuentz made a motion to close the public hearing. Councilmember Glaba seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Councilmember Galba motioned to forward the Conditional Use application, with the following conditions:

1. **This amended conditional use permit for the expansion of a meeting facility use and the addition of a liquor sales use is issued to the applicant (XRP Homes LLC) and business (Riverside Events) only for the property located at 1106 N 2nd Street and is not transferable to another location and/or tenant/business.**
2. **Any change to the submitted proposal, including but not limited to hours of operation, expansion of use to additional indoor or outdoor space, etc. may require additional City approval.**
3. **This establishment shall maintain the occupancy limitation as established by the Fire Marshal.**
4. **Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.**
5. **Liquor sales shall not occur independent of the primary business use and shall only be accessory to the submitted event space.**

6. **Non-compliance with any building codes, property maintenance codes, fire codes or conditions of this approval is grounds for revocation of the conditional use approval.**
7. **Violations of Chapter 600 dealing with Liquor/Alcoholic Beverages may be grounds for revocation of this Conditional Use.**

Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed).*

The Conditional Use application will be forwarded to the City Council with a favorable at their April 7, 2026 meeting.

PUBLIC HEARING: Conditional Use

11. Case No. CU-2024-08. (Mauro Gonzalez Alvarez) An application to amend an existing Conditional Use Permit from §400.480 to expand a temporary retail sales use (Food Trucks) to include an additional food stand within the C-3 Highway Business District located at 2139 First Capitol Drive. The subject property is located in Ward 2.

Planner Brown provided the Commission with an overview of the Conditional Use request. The applicant addressed the Commission. The public hearing for the application opened with one (1) speaker from the public, speaking in favor of the application. Commissioner Liston made a motion to close the public hearing. Councilmember Glaba seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed). The public hearing closed.*

Commissioner DeGuentz motioned to forward the Conditional Use application, with the following conditions:

1. **The Conditional Use Permit for temporary retail sales (food truck) is for the use of Mauro Gonzales only at the property located at 2139 1st Capitol Dr and is not transferable to another user or location.**
2. **The food truck(s) shall only be located in the area designated on the site plan.**
3. **No more than two (2) food trucks shall be located on the site at any point in time.**
4. **The site shall be maintained in an orderly condition, with all equipment, supplies, and materials contained within the food truck(s).**
5. **Non-compliance with any building codes, property maintenance codes, fire codes or conditions of this approval is grounds for revocation of the conditional use approval.**

Commissioner Liston seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** Bartch, Palitzsch, Borgmeyer. Motion passed (7 in favor, 0 opposed).*

The Conditional Use application will be forwarded to the City Council with a favorable at their April 7, 2026 meeting.

Adjournment

*The next regular meeting of the Planning and Zoning Commission is scheduled for **April 13, 2026.***

Commissioner Morgan made a motion to adjourn the meeting. Councilmember Galba seconded the motion. All were in favor. The meeting adjourned at 7:09 p.m.

SECRETARY

DATE



Memorandum

To: Planning and Zoning Commission

From: John Boyer, Director of Community Development

Date: April 13, 2026

Subject: Case No. TA-2026-01. (City of St. Charles) An application to amend Chapter 400 of the Code of Ordinances specifically concerning Data Centers.

On February 9, 2026, staff brought forward the above-referenced Text Amendment to the Planning and Zoning Commission at the direction of City Council. At that meeting, the Commission **closed** the Public Hearing and, after discussion, **tabled** (6 in favor, 2 opposed) a vote on recommendation of the text amendment to the April 13, 2026 Planning and Zoning Commission meeting.

At its March 17, 2026 meeting, the City Council passed Resolution #R26-007, which “requests that the members of the City of St. Charles Planning and Zoning Commission commit to voting on Case No. TA-2026-01 at their April 2026 meeting, thus allowing the amendment to advance to the City Council for its decision, in accordance with Section 400.1010 of the Code of Ordinances of the City of St. Charles.” Resolution #R26-007 is included for the Commission’s review and consideration.

Staff provides the text amendment as previously submitted and as requested by the City Council for the Planning and Zoning Commission’s consideration. As this is an update to Chapter 400 of the Code of Ordinances for the City of St. Charles, the Commission must provide a recommendation (whether positive or negative) to the proposed text amendment. **Upon the Commission’s recommendation, the item will move forward for public hearing before the City Council on May 5, 2026 at 7pm, when additional input may be provided by any and all interested parties.**

Staff acknowledges additional written comments (26 letters) has been received by staff on this matter; however, since the public hearing was closed by the Planning and Zoning Commission at their February 9, 2026 meeting, per the Planning and Zoning Commission adopted rules and procedures, those comments cannot be included for this April 13, 2026 meeting. **These comments will be provided to City Council for their review/consideration when they hold their public hearing and review the recommendation of the Planning and Zoning Commission on this matter.**

If the Commission recommends denial of the text amendment, the Commission is required to state the reasons for the negative recommendation to the City Council to be included in the record. Included is the draft ordinance which provides underlined text for the new language.

Recommended Motion

Motion to forward a recommendation of approval to City Council for application TA-2026-01 as submitted.

RESOLUTION No. R26-007

SPONSORS: Bill Otto, Mark Hollander, Vince Ratchford, Mary West, Denise Mitchell, Justin Foust, Michael Galba, Bart Haberstroh

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. CHARLES REQUESTING THE PLANNING AND ZONING COMMISSION TO VOTE AT ITS APRIL 2026 MEETING ON THE PROPOSED AMENDMENT PROHIBITING DATA CENTERS AS A PRINCIPAL LAND USE.

WHEREAS, the City Council of the City of St. Charles is supportive of the development and deployment of new technologies, and seeks to promote a development-friendly and business-friendly environment within the City; and

WHEREAS, the City Council adamantly supports new business and economic development when such makes sense for the benefit of the City's residents and growth goals; and

WHEREAS, the City Council is further in support of Union members who live and work in our city; and

WHEREAS, it is acknowledged that there is considerable interest and concern on the part of residents of the City of St. Charles related to the possible development of data centers within the City; and

WHEREAS, on August 22, 2025, the City Council and the Mayor approved Resolution R25-014, imposing a one-year moratorium on the acceptance of applications relating to the establishment or expansion of data centers; and

WHEREAS, the City Council wishes to be able to consider and act on proposed amendments to the City's land use regulations related to data centers well in advance of the end of the one-year moratorium in order to provide certainty to the City's residents and businesses; and

WHEREAS, upon the passage of Resolution R25-014, City staff researched the effects of data centers and the feasibility of such use within the City limits; and

WHEREAS, City staff found that current zoning and development standards do not adequately address the unique characteristics, demands, and potential cumulative effects of data centers, which are a rapidly growing and evolving land use across the United States; and

WHEREAS, defining "Data Center" and implementing the regulation of data centers as a principal use is a reasonable land use policy choice intended to prevent incompatible siting and to avoid disproportionate infrastructure and service impacts, while preserving the City's ability to accommodate customary accessory

data processing and similar incidental facilities that are subordinate to and customarily associated with otherwise permitted primary uses; and

WHEREAS, while data centers as a principal or primary use is regulated in the proposed amendment, a data center as an accessory use is specifically excluded from such definition and is not prohibited thereby; and

WHEREAS, due to the significant acreage and resources that modern data centers demand and require, City staff does not currently believe there are suitable locations for large-scale data centers within the City; and

WHEREAS, for these reasons, on January 23, 2026, the City Council directed Administration to initiate an amendment to the City's land use regulations, which is currently before the Planning and Zoning Commission, Case No. TA-2026-01; and

WHEREAS, the proposed amendment was presented before the Planning and Zoning Commission at its February 9, 2026 meeting, and the Commission voted to table the matter until the April 2026 Commission meeting; and

WHEREAS, it is the City Council's intent to consider revisions to the Zoning Code designed to protect the health, safety, and general welfare of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT CHARLES, MISSOURI, AS FOLLOWS:

Section 1: The City Council hereby requests that the members of the City of St. Charles Planning and Zoning Commission commit to voting on Case No. TA-2026-01 at their April 2026 meeting, thus allowing the amendment to advance to the City Council for its decision, in accordance with Section 400.1010 of the Code of Ordinances of the City of St. Charles.

March 17, 2026

Date Passed

Michael Galba

Michael Galba, Presiding Officer

3-19-26

Date Approved by Mayor

Daniel J. Borgmeyer

Daniel J. Borgmeyer, Mayor



Approved as to Legal Form:

Attest:

Holly Magdzian

Holly Magdzian, City Attorney

3/13/2026

Date

Kimberly Hudson

Kimberly Hudson, City Clerk

RCA FORM (OFFICE USE ONLY)Bill # N/AMEETING/DATE: 3/17/2026Regular ☒ Special ☐ Work Session ☐ATTACHMENT: YES ☒ NO ☐Report ☐ Resolution ☒ Ordinance ☐**Request for Council Action**Ward(s): N/ASponsor(s): D.H., M. Hollander, Ratchford, West, Mitchell, Foust, Galba & Haberstroh**Description:**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. CHARLES REQUESTING THE PLANNING AND ZONING COMMISSION TO VOTE AT ITS APRIL 2026 MEETING ON THE PROPOSED AMENDMENT PROHIBITING DATA CENTERS AS A PRINCIPAL LAND USE.

Contract Extension/Renewal: Yes ☐ No ☒**Information Paper Attached:** Yes ☐ No ☒**Staff Recommendation:**Approve ☒Disapprove ☐**Board/Committee/Commission Recommendation:**Approve ☐Disapprove ☐**Summary:**

On January 23, 2026, the City Council requested Administration to initiate an amendment to the City's land use regulations, which is currently before the Planning and Zoning Commission, Case No. TA-2026-01. At its public hearing on February 9, 2026, the Commission voted to table any action on the proposed amendment to their April 2026 meeting. This resolution provides background for Council's direction and requests that Planning & Zoning vote on the matter at their April meeting so that the proposed amendments can proceed to Council for consideration.

Budget Impact: (revenue generated, estimated cost, CIP item, etc.)**Fiscal Impact:** \$ 0.00 N/A ☐**Account #:** _____**Project #:** _____RCA prepared by: [Signature] Dept. Dir. [Signature] Finance Dir. N/A Dir. of Admin. [Signature]



Memorandum

To: Planning and Zoning Commission

From: John Boyer, Assistant Director of Community Development/Planning Manager

Date: February 9, 2026

Subject: Case No. TA-2026-01. (City of St. Charles) An application to amend Chapter 400 of the Code of Ordinances specifically concerning Data Centers.

In 2025, applications were received by the City of St. Charles proposing a new Data Center off Elm Point Road and Hwy 370. After review by the City and after considerable public input/debate, that project was withdrawn by the applicant and ultimately did not move forward.

On August 22, 2025, following the review of the above proposal, the City Council passed City Resolution #25-014 which imposed a one (1) year moratorium “on the acceptance of applications relating to the establishment or expansion of Data Centers” (see attached for reference). As stated in the Resolution, the intent of this moratorium was to “allow City staff the necessary time to study the issue and make recommendations to the City Council regarding revisions to the Zoning Code and other standards related to data centers”.

Since this moratorium, City Staff and City Officials have reviewed Data Centers’ effects nationwide as well as potential effects of these new uses, including but not limited to water consumption, power consumption, and noise impacts, upon City infrastructure, land uses, neighborhoods, etc. **After careful review, and as directed by the Mayor and City Council, City staff has prepared the attached text amendment to ban Data Centers as a primary use within the City of St. Charles.**

In the attached proposal (drafted by Planning Staff and City Legal Counsel), a definition of Data Center is being proposed as well as an amended definition of Warehouse. Currently in the Zoning Ordinance, Data Center is not defined and was previously interpreted to fall under the existing definition for Warehouse. In addition to defining Data Centers and amending the definition of Warehouses, Data Centers effectively become its own/specific new land use defined by the city.

While now defined in this proposal, this new land use is NOT being identified as a permitted or conditional land use within any Zoning District for the City. Per Section 400.130 of the Zoning Ordinance, Data Center would therefore be prohibited as proposed, due to the way the City’s zoning code is structured:

“Section 400.130 Uses Not Permitted by Provisions.

For the purposes of this Chapter, permitted uses are listed for the various districts. Unless

the contrary is clear from the context of the lists or other regulations of this Chapter, uses not specifically listed are prohibited.” (*emphasis added by staff*)

To restate it: by defining Data Center, amending Warehouse to specifically exclude Data Center, and then not listing Data Center as a permitted or conditional land use, this ordinance would have the effect of prohibiting data centers within the City.

While enacting a ban on any Data Centers as a primary use, this ordinance proposal does NOT ban any secondary/accessory functions of existing permitted land uses. The intent is not to prohibit normal or customary data processing, storage, and similar incidental facilities that are accessory and subordinate to otherwise permitted land uses (e.g., server rooms, etc.).

As required by the Zoning Ordinance, the Commission shall conduct a public hearing on the proposed text amendment, deliberate the proposed changes to the zoning code, and vote to provide a recommendation to the City Council. The City Council will conduct a public hearing on March 3, 2026, on the proposed text amendment, receive the Commission’s recommendation, and vote to introduce a bill to amend the zoning code to adopt the text amendment.

If the Commission recommends denial of the text amendment, the Commission is required to state the reasons for the negative recommendation to the City Council to be included in the record. Included is the draft ordinance which provides underlined text for the new language.

Recommended Motion

Motion to forward a recommendation of approval to City Council for application TA-2026-01 as submitted.

Bill No. _____

Ordinance No. _____

Sponsors:

AN ORDINANCE AMENDING SECTION 400.050 OF THE CODE OF ORDINANCES ADDING A DEFINITION OF DATA CENTER AND AMENDING THE DEFINITION OF WAREHOUSE.

- WHEREAS, as provided by Section 400.020 of the Zoning Code, for the purposes of “promoting health, safety, morals and general welfare of the community” the City Council “places regulations and restrictions upon the height, number of stories and size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts and other open spaces, the density of population, the preservation of features of historical significance and the location and use of buildings, structures and land for trade, industry, residence or other purposes”; and
- WHEREAS, it is acknowledged that there is considerable interest and concern on the part of residents of the City of St. Charles related to the possible development of data centers within the City; and
- WHEREAS, current zoning and development standards do not adequately address the unique characteristics, demands, and potential cumulative effects of data centers, which are a rapidly growing and evolving land use across the United States; and
- WHEREAS, because of possible effects of data centers on the community, including but not limited to water consumption, power consumption, and noise impacts, the City Council has expressed its intent to consider revisions to the Zoning Code designed to protect the health, safety, and general welfare of the community; and
- WHEREAS, the City’s comprehensive planning policies and zoning framework are designed to encourage compatible land uses, orderly growth, and efficient provision of public facilities and services, while protecting neighborhoods and the community from uses that impose disproportionate burdens on public infrastructure; and
- WHEREAS, prohibiting data centers as a principal use is a reasonable land use policy choice intended to prevent incompatible siting and to avoid disproportionate infrastructure and service impacts, while preserving the City’s ability to accommodate customary accessory data processing and similar incidental facilities that are subordinate to and customarily associated with otherwise permitted primary uses; and
- WHEREAS, Section 400.130 of the City’s Zoning Code provides that “For the purposes of this Chapter, permitted uses are listed for the various districts. Unless the contrary is clear from the context of the lists or other regulations of this Chapter, uses not specifically listed are prohibited.”; and

Bill No. _____

WHEREAS, by defining “Data Center” under the City’s Zoning Code (Chapter 400) without specifically listing it in any district the City’s Zoning Code, data centers are therefore effectively prohibited as a use in any district; and

WHEREAS, the City Council finds that the public interest is served and the health, safety, morals, and general welfare of the community are preserved by amending the City’s zoning regulations to prohibit data centers as a use within the City, while maintaining the integrity of the City’s comprehensive plan, protecting neighborhoods and business districts, and managing infrastructure and public safety risks in a prudent and fiscally responsible manner; and

WHEREAS, as required by Section 400.1010 of the Ordinances of the City of St. Charles, Missouri, a public hearing before the Planning and Zoning Commission occurred on _____, and the Commission forwarded a recommendation for _____ to the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, AS FOLLOWS:

SECTION 1. Section 400.050 of the Code of Ordinances of the City of St. Charles, Missouri is hereby amended as to the following definitions (to be inserted in alphabetical order) to read as follows:

Section 400.050. Definitions.

For the purpose of this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DATA CENTER

A building, group of buildings, or facility whose primary use is data processing or data storage, and is used to house computer systems, servers, and associated components, such as but not limited to central processing units, graphical processing units, neural networks, quantum bits, quantum processors, memory, data routing, data storage, data warehouse, server farm, bitcoin mining, crypto processing, virtual private networks, virtual servers, artificial intelligence training or processing, image processing, cloud computing, email servicing, a telecom hotel, telehouse co-location, or any other term applicable to facilities that are used for such purposes.

WAREHOUSE

A place, other than a Data Center, for the storage of merchandise or commodities.

SECTION 2. It is the intention of the City Council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances of the

Underlined text is inserted. ~~Struck through text is deleted.~~

Bill No. _____

City of St. Charles, Missouri, and the sections of this ordinance may be renumbered to accomplish such intention.

SECTION 3. This ordinance shall be in full force and effect from and after the date of its passage and approval.

Date Passed

Michael Galba, Presiding Officer

Date Approved by Mayor

Daniel J. Borgmeyer, Mayor

Approved as to Legal Form:

Attest:

Holly Magdziarz, City Attorney Date

Kimberly Hudson, City Clerk

Underlined text is inserted. ~~Struck through text~~ is deleted.

Resolution No. R25-014

Sponsors: Bill Otto, Mark Hollander, Vince Ratchford, Mary West, Denise Mitchell, Justin Foust, Brian Gould, Michael Galba, Bart Haberstroh, Steve Hollander

A RESOLUTION IMPOSING A ONE-YEAR MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS RELATING TO THE ESTABLISHMENT OR EXPANSION OF DATA CENTERS.

Whereas, the City Council of the City of St. Charles from time to time reviews its ordinances to ensure that laws, development regulations, and processes preserve the quality of life for residents; and

Whereas, Under Section 400.020 of the Zoning Code, for the purposes of “promoting safety, morals and general welfare of the community” the City Council “places regulations and restrictions upon the height, number of stories and size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts and other open spaces, the density of population, the preservation of features of historical significance and the location and use of buildings, structures and land for trade, industry, residence or other purposes”; and

Whereas, data centers are currently considered a warehouse use under the City’s Zoning Code (Chapter 400); and

Whereas, it is acknowledged that there is considerable interest and concern on the part of residents of the City of St. Charles related to the possible development of data centers within the City; and

Whereas, because of possible effects of data centers on the community, the City Council intends to consider revisions to the Zoning Code and other standards designed to protect the health, safety, and general welfare of the community; and

Whereas, current zoning and development standards may not adequately address the unique characteristics, demands, and potential cumulative effects of data centers, which are a rapidly growing and evolving land use across the United States; and

Whereas, the City Council believes it is necessary for a one-year moratorium on the acceptance or processing of applications or permits pertaining or related to the establishment or expansion of any data center uses, including, but not limited to, applications for building permits, site plan & architectural reviews, variances, flood plain development permits, conditional use permits, grading permits, and occupancy permits; and

Whereas, a moratorium will allow City staff the necessary time to study the issue and make recommendations to the City Council regarding revisions to the Zoning Code and other standards related to data centers, and ensure consistency and fairness by preventing nonconforming uses that could undermine a comprehensive zoning plan; and

Whereas, the City Council supports a one-year moratorium on the City's acceptance and processing of all applications or permits pertaining or related to the establishment or expansion of any data center uses, with said moratorium to be effective from the passage of this resolution by the City Council, for a period of one year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ST. CHARLES MISSOURI, AS FOLLOWS:

SECTION 1. The City of St. Charles, Missouri, hereby supports and authorizes a moratorium on the acceptance or processing of any applications or permits of applications pertaining to the establishment or expansion of any data center uses, including, but not limited to, applications for building permits, site plan & architectural reviews, variances, flood plain development permits, conditional use permits, grading permits, and occupancy permits, with said moratorium to run from the date of passage for a period of one year.

SECTION 2. For the purposes of this Resolution, "data center" shall mean a building, group of buildings or facility whose primary use is data processing or data storage, and is used to house computer systems, servers, and associated components, such as but not limited to central processing units, graphical processing units, neural networks, quantum bits, quantum processors, memory, data routing, data storage, data warehouse, server farm, bitcoin mining, crypto processing, virtual private networks, virtual servers, artificial intelligence training or processing, image processing, cloud computing, email servicing, a telecom hotel, telehouse co-location, or any other term applicable to facilities which are used for such purposes.

SECTION 3. This Resolution shall be in full force and effect from and after its passage by the City Council.

August 22, 2025
Date Passed

Michael Galba
Michael Galba, Presiding Officer

8-12-25

Date Approved by Mayor

Daniel J. Borgmeyer
Daniel J. Borgmeyer, Mayor

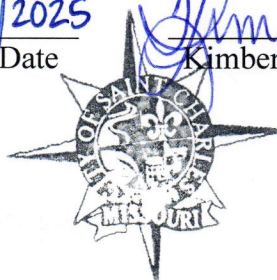
Approved as to Legal Form:

Attest:

Holly Magdziarz
Holly Magdziarz, City Attorney

8/21/2025
Date

Kimberly Hudson
Kimberly Hudson, City Clerk



RCA FORM (OFFICE USE ONLY)Bill # N/AMEETING/DATE: 8/22/2025Regular ☐ Special ☒ Work Session ☐ATTACHMENT: YES ☒ NO ☐Report ☐ Resolution ☒ Ordinance ☐**Request for Council Action**Ward(s): AllSponsor(s): All Members of City Council**Description:**

Consideration of a resolution imposing a one-year moratorium on the acceptance of applications relating to the establishment or expansion of data centers.

Contract Extension/Renewal: Yes ☐ No ☒Information Paper Attached: Yes ☐ No ☒Staff Recommendation:Approve ☒Disapprove ☐Board/Committee/Commission Recommendation:Approve ☐Disapprove ☐**Summary:**

The recent data center proposal has generated significant interest and concern by the community. Due to the concerns raised about data centers, staff has prepared a resolution that would impose a one-year moratorium on the acceptance by the City of any applications or permits relating to the establishment or expansion of data centers in the City of St. Charles.

This moratorium would give the City time to evaluate the potential effects of data centers, research best practices, and consider changes to the Zoning Code and other standards designed to protect the health, safety, and general welfare of the community, as well as to ensure consistency and fairness by preventing nonconforming uses. The moratorium would go into effect immediately on August 22, 2025 if passed at the August 22 meeting.

Budget Impact: (revenue generated, estimated cost, CIP item, etc.)**Fiscal Impact:** N/A ☒ N/A**Account #:** N/A**Project #:** N/ARCA prepared by: ZT Dept. Dir. [Signature] Finance Dir. N/A Dir. of Admin. [Signature]



AGENDA ITEM #5

**STAFF REPORT
SUBDIVISION NO. SUB-2026-01
DEERFIELD VILLAGE**

**APRIL 13, 2026
BY MADELYN P. BROWN**

APPLICANT/OWNER: Deerfield Village Titleholder, LLC
303 West Madison Street, Suite 1500
Chicago, IL 60606

ADDRESS/LOCATION: 1 Deerfield Drive
Ward 7

ACERAGE: Approximately 60 acers (overall) tract of land

ZONING: R-M/WHP Manufactured/Modular Residential District
within the Wellhead Protection District

REQUEST: Five (5) Manufactured/Modular Lots

REQUEST

The applicant is requesting approval of a Preliminary Plat to create five (5) additional lots for manufactured/modular homes within the existing Deerfield Village Mobile Home Park, located directly north of Elm Point Road. The proposed lots are compliant with the design standards of the R-M Manufactured/Modular Residential District.

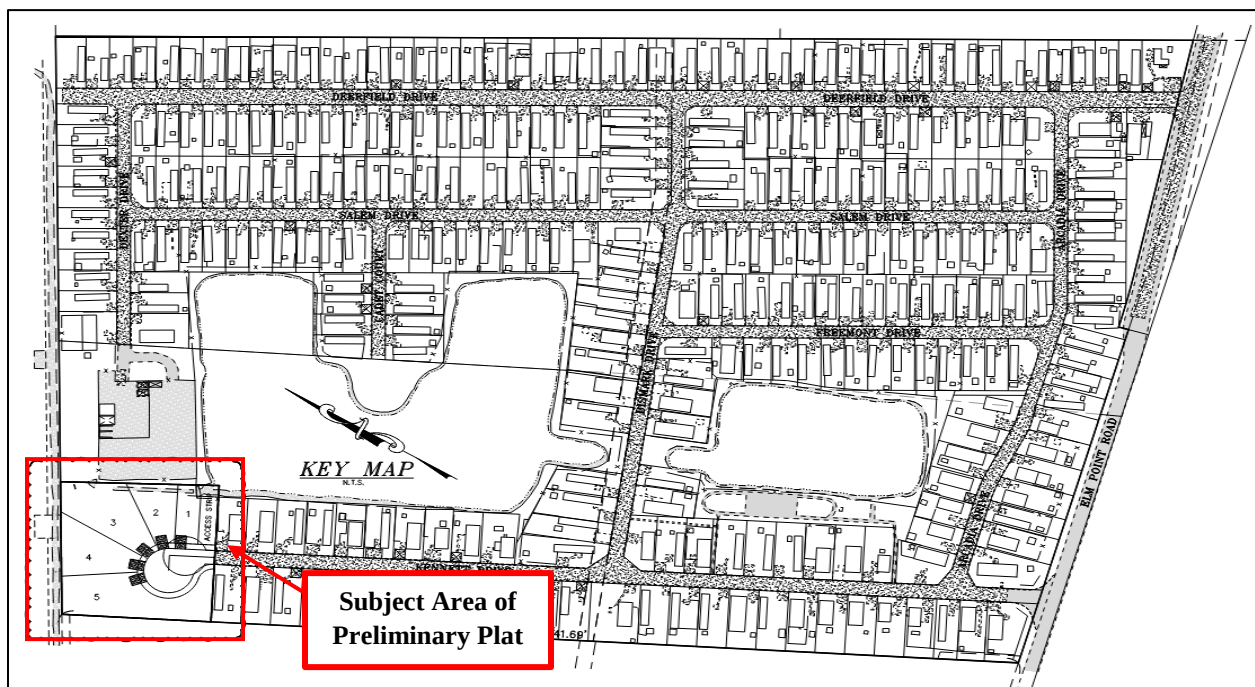


Figure 1: Submitted preliminary plat with subject area identified.

Transportation

Wellhead & Floodplain

Figure 2: Submitted preliminary plat site plan.

COMPLIANCE WITH THE COMPREHENSIVE PLAN

The St. Charles Comprehensive Plan adopted in 2002, and updated in 2026, recommends that land use decisions be based on a project's location and compatibility with surrounding development. The Comprehensive Plan identifies 21 activity centers in the city, locations characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified which reflect the extent of established core activity and the transition to surrounding lower-density development. The plan recommends that development should align with the predominant land uses, assets, and needs of the nearest activity center. The activity centers should be surrounded by land uses that respond to context, promotes compatibility, and supports the City's long-term goals for balanced growth. Proposed new uses should be judged based upon its distance from the nearest activity center and/or sub-district, its compatibility with what surrounds it, and whether the level of development it will generate aligns with the surrounding area or is counter to that goal.

The subject property is located in-between Activity Centers #15 (Hwy 370/Elm Street/New Town Blvd Interchange) and #16 (Hwy 370/Harry S Truman Blvd Interchange). These Activity Centers are intended to support a broad spectrum of residential, commercial, and industrial uses.

The proposed Preliminary Plat to create five (5) additional lots for manufactured/modular homes aligns with the Activity Center objectives by permitting a residential use within an existing residential subdivision.

After review, The Department of Community Development finds that the proposed rezoning is consistent with the adopted Comprehensive Plan.

STAFF RECOMMENDATION

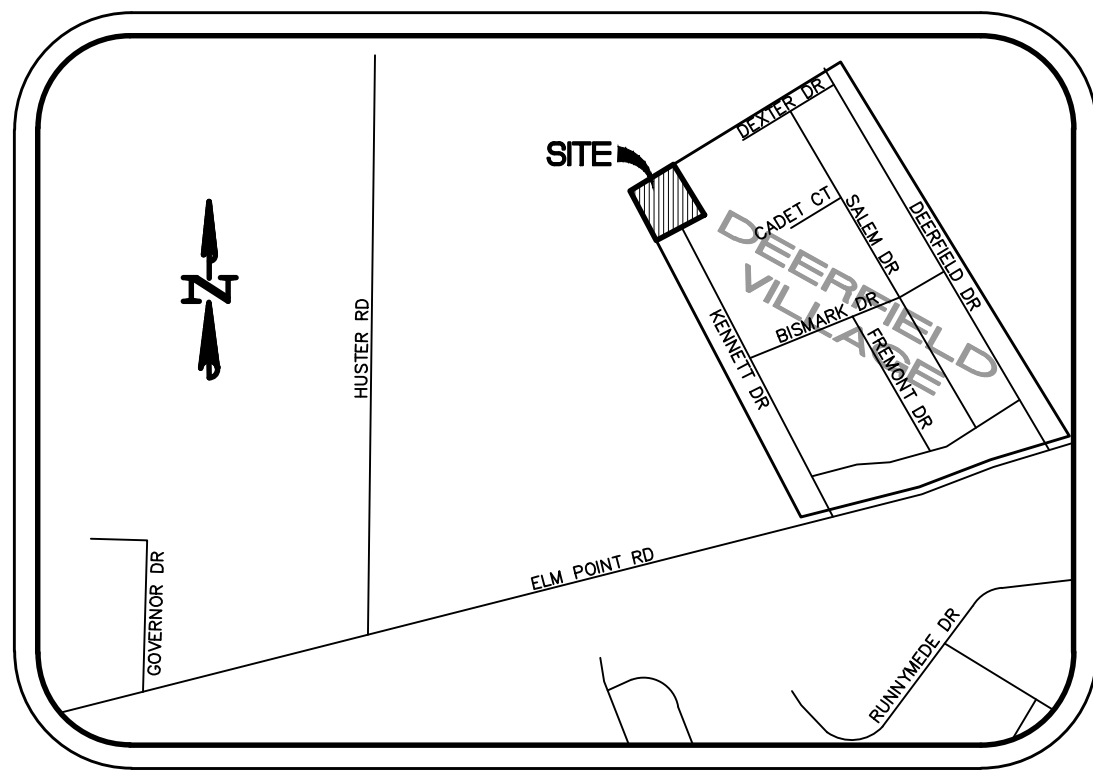
After review of the request against the City's Zoning Ordinance, Subdivision Ordinance, Wellhead District/floodplain standards, and Comprehensive Plan and area development patterns, staff has documented the requested subdivision is compliant with City Ordinance and is compatible with the land use patterns and zoning of the surrounding area. The Department of Community Development recommends that the Preliminary Plat request be forwarded to the City Council with a **favorable** recommendation.

Recommended Motion:

Motion to forward a recommendation of approval to the City Council for the Preliminary Plat for Deerfield Village.



Figure 3: Aerial view of subject property.



LOCATION MAP
NOT TO SCALE

A PRELIMINARY PLAT FOR DEERFIELD VILLAGE

A TRACT OF LAND BEING
PART OF U.S. SURVEY 205
TOWNSHIP 47 NORTH, RANGE 4 EAST
OF THE FIFTH PRINCIPAL MERIDIAN
CITY OF ST. CHARLES
ST. CHARLES COUNTY, MISSOURI

SHEET INDEX:

- | | |
|---|--------------------------|
| 1 | COVER SHEET |
| 2 | SITE PLAN & GRADING PLAN |

DEVELOPMENT NOTES:

- TOTAL GROSS AREA OF TRACT: 1.98 ACRES (SITE AREA)
(ENTIRE DEERFIELD VILLAGE= 60.70 ACRES)
- EXISTING ZONING: "R-M" (CITY OF ST. CHARLES)
- PROPOSED USE: MANUFACTURED/MODULAR
RESIDENTIAL DISTRICT
- PROPOSED LOTS: 5
- CURRENT OWNER/DEVELOPER:
DEERFIELD VILLAGE TITLE HOLDER, LLC
5 IDLEWOOD COURT
ST PETERS, MO 63376
- THIS PROPERTY IS SERVED BY THE FOLLOWING UTILITY COMPANIES:
AMEREN UE ELECTRIC 636-925-3208
SPIRE GAS COMPANY 800-887-4173
CITY OF ST CHARLES WATER 888-715-0162
CITY OF ST CHARLES SANITARY 888-715-0162
AT&T TELEPHONE 636-255-2108
CITY OF ST CHARLES FIRE PROTECTION 636-949-3387
ORCHARD FARM SCHOOL DISTRICT 636-925-5400
- ZONING SETBACK REQUIREMENTS:
FRONT YARD: 30'
SIDE YARD: 6'
REAR YARD: 25'
MINIMUM LOT WIDTH: 45'
MAXIMUM LOT COVERAGE: 50%
MINIMUM LOT DEPTH = 110'
- ACCORDING TO THE FLOOD INSURANCE RATE MAP OF ST. CHARLES COUNTY,
MISSOURI AND INCORPORATED AREAS (COMMUNITY PANEL NUMBER 29183C026H,
DATED MARCH 9, 2021), THIS TRACT LIES WITHIN ZONE "AE" (AREAS DETERMINED TO
BE WITH BASE FLOOD ELEVATION (BFE) OR DEPTH).
- UNDERGROUND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE INFORMATION
AND THEREFORE LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THE
VERIFICATIONS 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
IMPROVEMENTS.
- ALL PROPOSED UTILITIES SHALL BE LOCATED UNDERGROUND.
- EASEMENTS WILL BE PROVIDED ON RECORD PLAT.
- BOUNDARY AND TOPOGRAPHIC SURVEY AS COMPILED BY BAX ENGINEERING IN
NOVEMBER, 2023.
- MINIMUM LOT AREA PROPOSED = 5,000 S.F. OR 0.11 ACRES
- AVERAGE LOT AREA = 13,641.67 S.F. OR 0.31 ACRES
- COMMON GROUND AREA = 4,439.29 S.F. OR 0.10 ACRES
- OPEN SPACE REQUIREMENT:
300 S.F. PER MOBILE HOME LOT IS REQUIRED FOR COMMON OPEN SPACE
300 S.F. X 5 LOTS = 1,500 S.F. REQUIRED
4,439.29 S.F. COMMON GROUND PROVIDED
- LOTS/HOMES WILL BE SERVED BY CITY OF ST. CHARLES WATER DISTRICT.
- LOTS/HOMES WILL BE SERVED BY CITY OF ST. CHARLES SEWER DISTRICT.
- SUBJECT PROPERTY SHALL COMPLY WITH ALL CONDITIONS AND REQUIREMENTS
OF CITY CODE SECTION 400.320 "WHP" WELLHEAD PROTECTION DISTRICT.
- NO SLAB ON GRADE OR BASEMENT FOUNDATIONS SHALL BE ALLOWED IN THE
DEVELOPMENT WITHOUT AN EPA COMPLIANT VAPOR INTRUSION SYSTEM.
- ALL SUBGRADE UTILITIES ENTERING INTO A STRUCTURE SHALL BE
CONSTRUCTED OF MATERIALS KNOWN TO PREVENT THE PREFERENTIAL MITIGATION OF
VAPORS INTO STRUCTURES. ANY DRAINS OR CONNECTIONS TO SEWERS WITHIN THE
STRUCTURE SHALL HAVE A PROPERLY INSTALLED TRAP OR SEAL TO PREVENT THE
DIRECT MIGRATION OF VAPORS THROUGH THE SEWERS INTO THE STRUCTURE.
- DEVELOPER ACKNOWLEDGES THE PRESENCE OF CHLORINATED SOLVENTS IN THE
SUBSURFACE FROM THE FINDETT/HUSTER SUBSTATION SUPERFUND SITE ON
PORTIONS OF THIS PROPERTY.

LAND DESCRIPTION:

A TRACT OF LAND BEING PART OF U.S. SURVEY 205, TOWNSHIP 47 NORTH, RANGE 4
EAST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF ST. CHARLES, ST. CHARLES
COUNTY, MISSOURI, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

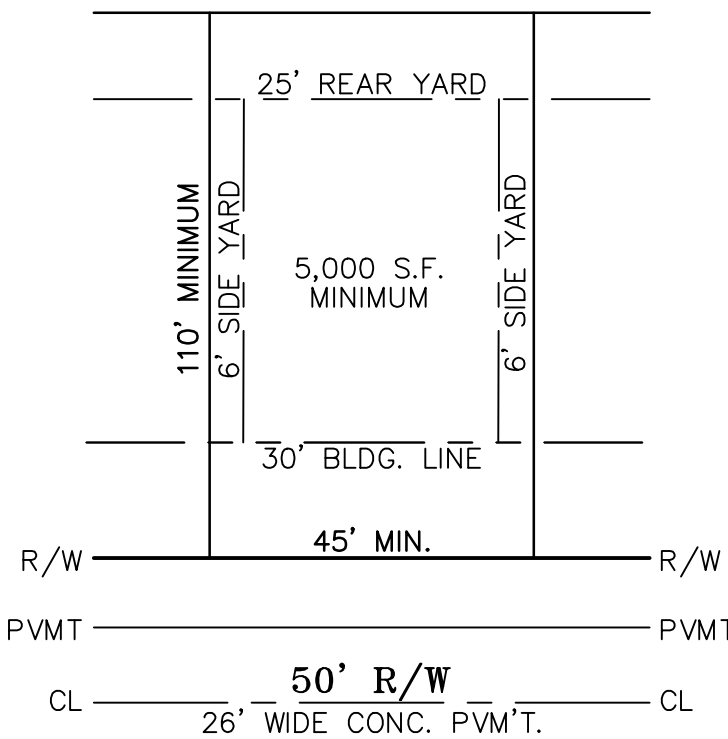
COMMENCING AT THE INTERSECTION OF THE SOUTH LINE OF LOT 1 OF "PARK SOUTH
OF 370", A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK
40, PAGES 46-47 OF THE ST. CHARLES COUNTY RECORDS WITH THE EAST
RIGHT-OF-WAY LINE OF HUSTER ROAD, 40 FEET WIDE; THENCE ALONG THE SAID
SOUTH LINE OF LOT 1 OF "PARK SOUTH OF 370", SOUTH 89 DEGREES 10 MINUTES 35
SECONDS EAST 151.34 FEET; THENCE ALONG THE SOUTHEAST LINE OF SAID LOT 1 OF
"PARK SOUTH OF 370", NORTH 58 DEGREES 39 MINUTES 51 SECONDS EAST 639.44
FEET TO THE ACTUAL POINT OF BEGINNING OF THE TRACT OF LAND HEREIN
DESCRIBED; THENCE CONTINUING ALONG THE SOUTHEAST LINE OF SAID LOT 1 OF
"PARK SOUTH OF 370", NORTH 58 DEGREES 39 MINUTES 51 SECONDS EAST 287.44
FEET; THENCE LEAVING THE SAID SOUTHEAST LINE OF SAID LOT 1 OF "PARK SOUTH
OF 370", THE FOLLOWING COURSES AND DISTANCES, SOUTH 29 DEGREES 10 MINUTES
45 SECONDS EAST 305.33 FEET; SOUTH 62 DEGREES 17 MINUTES 41 SECONDS WEST
295.68 FEET; AND NORTH 27 DEGREES 30 MINUTES 44 SECONDS WEST 287.03 FEET
TO THE POINT OF BEGINNING, CONTAINING 1.98 ACRES



KEY MAP
N.T.S.

TYPICAL LOT

N.T.S.



A PRELIMINARY PLAT FOR
DEERFIELD VILLAGE
#1 DEERFIELD DRIVE
CITY OF ST. CHARLES, ST. CHARLES COUNTY, MO 63301

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

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

REVISIONS

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 these authenticated by
my seal.

STATE OF MISSOURI
JEFFREY B. SIMMONS
NUMBER
PE-2007030831
PROFESSIONAL ENGINEER
Jeffrey B. Simmons
Civil Engineer
2007030831

03/06/2026
DATE
23-18990A
PROJECT NUMBER
18990Apr.dwg
FILE NAME
CLM
DRAWN
JBS
DESIGNED
CHECKED

COVER
SHEET

1 of 2

EXHIBIT A TO SPECIAL WARRANTY DEED

Legal Description

PARCEL NO. 1:

A TRACT OF LAND BEING PART OF THE WEST HALF OF U.S. SURVEY 205, TOWNSHIP 47 NORTH, RANGE 4 EAST, ST. CHARLES COUNTY, MISSOURI, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT AN OLD STONE AT THE NORTHWEST CORNER OF SAID U.S. SURVEY 205; THENCE NORTH 58 DEGREES 03' 45" EAST, ALONG THE NORTHERN LINE OF SAID SURVEY 205, 1232.33 FEET TO AN IRON PIPE; SAID IRON PIPE BEING THE BEGINNING POINT OF THE TRACT HEREIN DESCRIBED; THENCE CONTINUING ALONG SAID NORTHERN LINE, NORTH 58 DEGREES 03' 45" EAST, 660.00 FEET TO AN OLD STONE; THENCE SOUTH 31 DEGREES 12' 15" EAST 2289.51 FEET TO AN IRON PIPE ON THE NORTHERN RIGHT-OF-WAY LINE OF THE NORFOLK AND WESTERN RAILROAD; THENCE ALONG THE NORTHERN RIGHT-OF-WAY LINE SAID RAILROAD, SOUTH 74 DEGREES 57' 45" WEST, 849.08 FEET TO AN IRON PIPE; THENCE NORTH 25 DEGREES 31' 15" WEST, 790.29 FEET TO AN IRON PIPE; THENCE NORTH 27 DEGREES 41' 15" WEST, 1260.60 FEET TO THE POINT OF BEGINNING, AS SHOWN ON THE PLAT OF A SURVEY THEREOF MADE BY MARAN-INGRAM-COOKE, DATED JANUARY, 1970.

PARCEL 2:

A TRACT OF LAND BEING PART OF U.S. SURVEY NO. 205, TOWNSHIP 47 NORTH, RANGE 4 EAST, ST. CHARLES COUNTY, MISSOURI, MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO WIT: BEGINNING AT A STONE IN THE NORTHERN LINE OF THE COUNTY ROAD RUNNING PARALLEL TO THE NORFOLK & WESTERN RAILROAD DISTANT NORTH 75 DEGREES 35' EAST ALONG THE NORTHERN LINE OF SAID COUNTY ROAD 8.50 CHAINS FROM THE INTERSECTION OF SAID NORTHERN LINE WITH THE WESTERN LINE OF SAID SURVEY NO. 205, BEING THE SOUTH-EASTERN CORNER OF THE 23.75 ACRE TRACT OF LAND CONVEYED TO JOHN WOLTHAUS BY DATED APRIL 16, 1880, RECORDED IN BOOK 25, PAGE 578 IN THE ST. CHARLES COUNTY RECORDER'S OFFICE; THENCE, WITH SAID COUNTY ROAD, NORTH 75 DEGREES 35' EAST 8.50 CHAINS TO A STONE AT A CORNER IN THE LINE OF PROPERTY NOW OR FORMERLY OWNED BY SUN VALLEY REAL ESTATE INVESTMENT COMPANY; THENCE NORTH 25 DEGREES 35' WEST ALONG A WESTERN LINE OF SAID TRACT OWNED BY SUN VALLEY REAL ESTATE INVESTMENT COMPANY, 11.42 CHAINS TO A STONE AT A CORNER IN SAID LINE; THENCE NORTH 27 3/4 DEGREES WEST, ALONG SAID WESTERN LINE, 19.10 CHAINS TO A STONE IN THE NORTHERN LINE OF SURVEY NO. 205, AT THE NORTHWEST CORNER OF SAID TRACT OWNED BY SUN VALLEY REAL ESTATE INVESTMENT COMPANY; THENCE SOUTH 58 DEGREES WEST ALONG THE NORTHERN LINE OF SURVEY NO. 205, 8.92 CHAINS TO A STONE AT THE NORTHEAST CORNER OF SAID 23.75 ACRES TRACT CONVEYED TO WOLTHAUS; THENCE SOUTH 28 1/4 DEGREES EAST ALONG THE EASTERN LINE OF SAID 23.75 ACRE TRACT, 27.80 CHAINS TO THE PLACE OF BEGINNING.

EXCEPTING FROM PARCELS 1 AND 2 ABOVE THAT PORTION CONVEYED TO ST. CHARLES COUNTY BY WARRANTY DEED RECORDED IN BOOK 1424, PAGE 549 OF THE ST. CHARLES COUNTY RECORDS.



AGENDA ITEM #6

**STAFF REPORT
REZONING CASE NO. Z-2026-07
3516 SHIRE LANE**

**APRIL 13, 2026
BY MADELYN P. BROWN**

APPLICANT/OWNER: Common Pathway Holding LLC – Paul Dinkins
3324 Rue Royale Street
St. Charles, MO 63301

ADDRESS/LOCATION: 3516 Shire Lane
Ward 8

LOT SIZE: 0.76 acres (33,155 square feet) tract of land

EXISTING ZONING: CS/PD-MU Civic Space within the Planned Development
Mixed Use District

REQUESTED ZONING: T2/PD-MU Transect Zone 2 within the Planned
Development Mixed Use District

SURROUNDING ZONING:

Direction	Zoning	Use
North	CS/PD-MU	Common Ground
South	CS/PD-MU	Common Ground
East	T-4/PD-MU	Residential
West	CS/PD-MU	Event Venue

SUMMARY

The City has received a rezoning application from Common Pathway Holding LLC for the property located at 3516 Shire Lane, within the New Town at St. Charles development. The applicant is requesting to rezone the property from CS/PD-MU (Civic Space within the Planned Development Mixed Use District) to T2/PD-MU (Transect Zone 2 within the Planned Development Mixed Use District) for the purpose of operating an inn within the existing residential structure on site.

The subject property, commonly known as Glenmark Farm, currently operates as an event venue and is proposed to continue operating as such. However, under the existing Civic Space (CS) designation, an inn is only permitted as an accessory use and cannot operate independently. The requested T2 zoning would allow an inn of up to twelve (12) guest rooms by right, providing greater flexibility for the property's use.



Figure 1: Aerial Photo of the Subject Property.

BACKGROUND

New Town Transect Zones

The subject property is located within New Town at St. Charles, which is entirely zoned Planned Development Mixed Use (PD-MU). Within this district, development is further organized into transect zones, a New Urbanism-based zoning system that regulates land use and development form along a continuum from rural to urban intensity. These zones range from T1 (Rural Preserve) to T6 (Urban Core) (see Figure 2, below). In addition to the transect zones, Civic Space (CS) serves as a separate designation intended for common ground and community-oriented open space within the development.

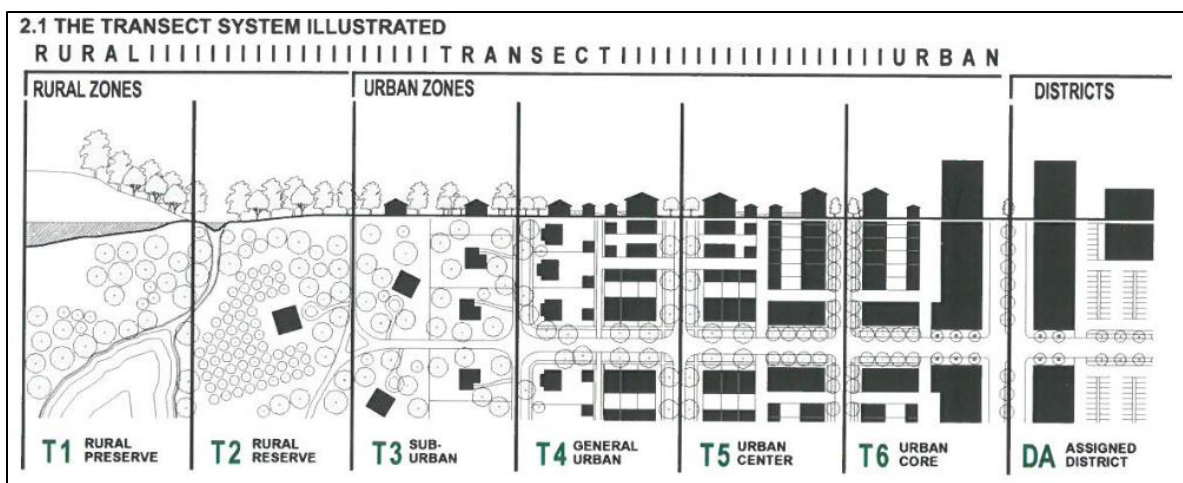


Figure 2: New Town Transect Zone System.

Property History

The subject property, commonly known as Glenmark Farm, has historically functioned as both an agricultural property and an event venue amenity for New Town residents. The existing structure at 3516 Shire Lane was previously occupied by the Glenmark family. The property was recently acquired by Common Pathway Holding LLC, which intends to continue operating the event venue while introducing an inn to provide on-site accommodations.

ANALYSIS

Figure 3, below, illustrates the surrounding transect zone designations of the subject parcel. Civic Space is assigned to the parcels located directly to the north, south, and west with the T4 located directly to the east and properties surrounding the greater area.

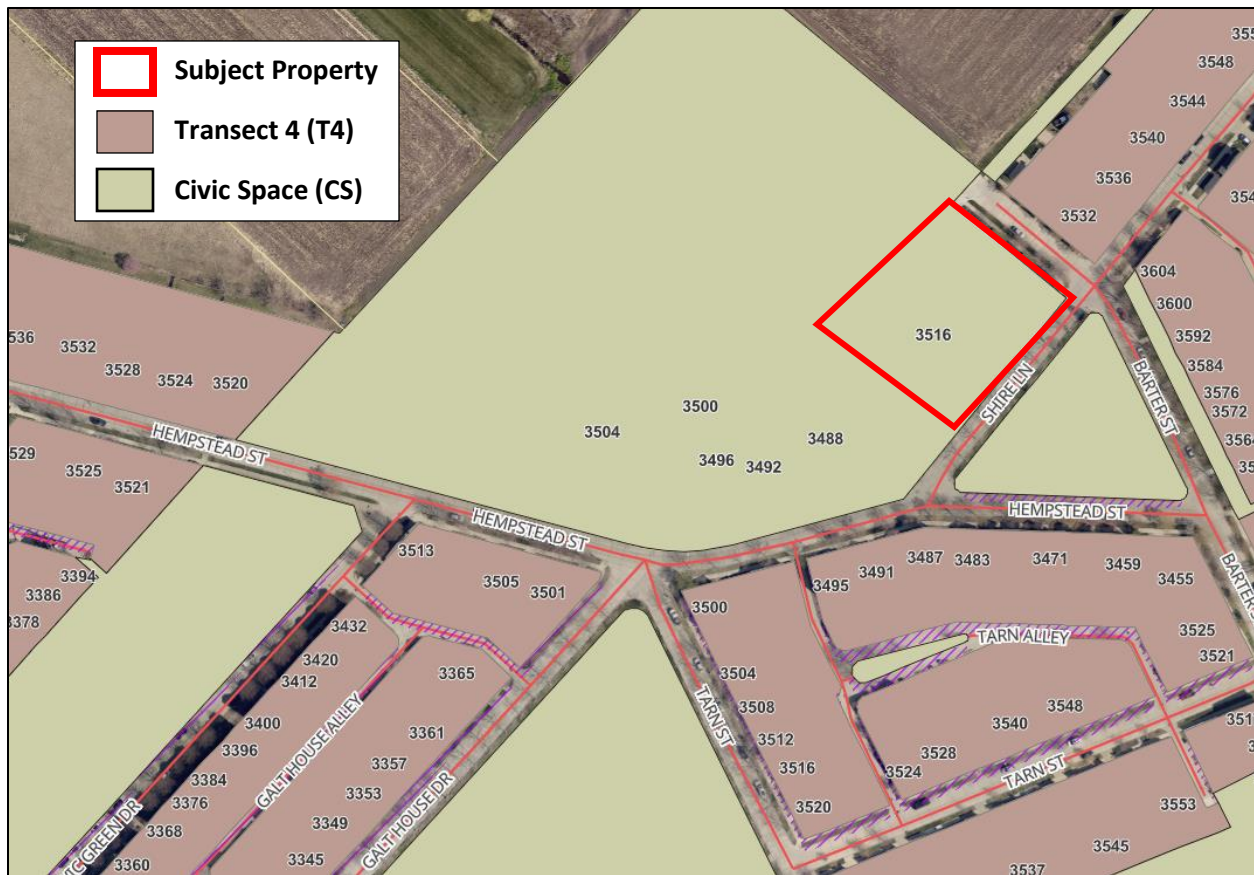


Figure 3: Area zoning and subject parcels for proposed rezoning.

While T2 is not present in the immediate vicinity of the subject parcel, staff finds the requested transect zone designation to be appropriate. As discussed above in the “Background” section, the transect zone system operates on a scale from Rural Preserve to Urban Core. T2 has been titled Rural Preserve, and is intended to accommodate low intensity uses and low density development per the New Town Regulating Plan.

Given the context of 3516 Shire Lane (adjacent to agricultural land and open areas, and as part of the Glenmark Farm property), the T2 designation is consistent with the existing character of the site and surrounding area, and is therefore appropriate for the subject parcel.

T2 Land Uses

Despite this approval being specific to the inn use, all uses of the T2 transect zone would be applicable at this location if this rezoning were to be approved. The uses specific to the T2 district are listed in the chart, below (proposed land use is highlighted for convenience).

Permitted Uses	Conditional Uses
Estate House	Temporary Tent
Accessory Unity	
Inn (up to 12 rooms)	
Open-Market Building	
Outdoor Auditorium	
Playground	
Fountain or Public Art	
Fitness Center/Neighborhood Pool	
Child Care Center	
Rest Stop	
Roadside Stand	
Grain Storage	
Live Stock Pen	
Greenhouse	
Stable	
Kennel	

Table 1: T2 Transect Zone Uses (highlighted is the intended land use)

Based on a review of the permitted and conditional land uses within the T2 transect zone, as well as the zoning designations of the surrounding area, the proposed rezoning is considered appropriate. While T4 is more prevalent in the general vicinity, it allows for a broader range of uses (many of which are also permitted in T2) and accommodates higher-intensity development, which would be no more appropriate than the requested transect zone.

The proposed T2 designation represents a lower-intensity classification and would not introduce uses that are incompatible with the existing character of the area. As such, the requested rezoning is not anticipated to negatively impact the surrounding area. .

COMPLIANCE WITH THE COMPREHENSIVE PLAN

The St. Charles Comprehensive Plan adopted in 2002, and updated in 2026, recommends that land use decisions be based on a project's location and compatibility with surrounding development. The Comprehensive Plan identifies 21 activity centers in the city, locations characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified which reflect the extent of established core activity and the transition to surrounding lower-density development. The plan recommends that development should align with the predominant land uses, assets, and needs of the nearest activity center. The activity centers should be surrounded by land uses that respond to context, promotes compatibility, and supports the City's long-term goals for balanced growth. Proposed new uses should be judged based upon its distance from the nearest activity center and/or sub-district, its compatibility with what surrounds it, and whether the level of development it will generate aligns with the surrounding area or is counter to that goal.

The subject property is located closest to Activity Center # 20 (New Town Sub-District). This Activity Center, and more specifically the New Town development, is intended to support a mixed-use urban environment, with a broad spectrum of residential and commercial uses.

The proposed rezoning to T2 aligns with the Activity Center objectives by permitting a mix of uses, such as the proposed inn use and other permitted uses in the T2 zoning, and providing a community amenity within the residential surroundings. Additionally, the T2 (Rural Preserve) zoning is appropriate due to the subject property's adjacency to the outer boundaries of New Town and the nearby agricultural properties.

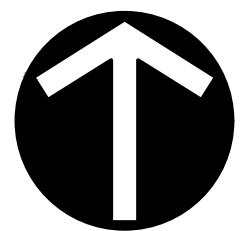
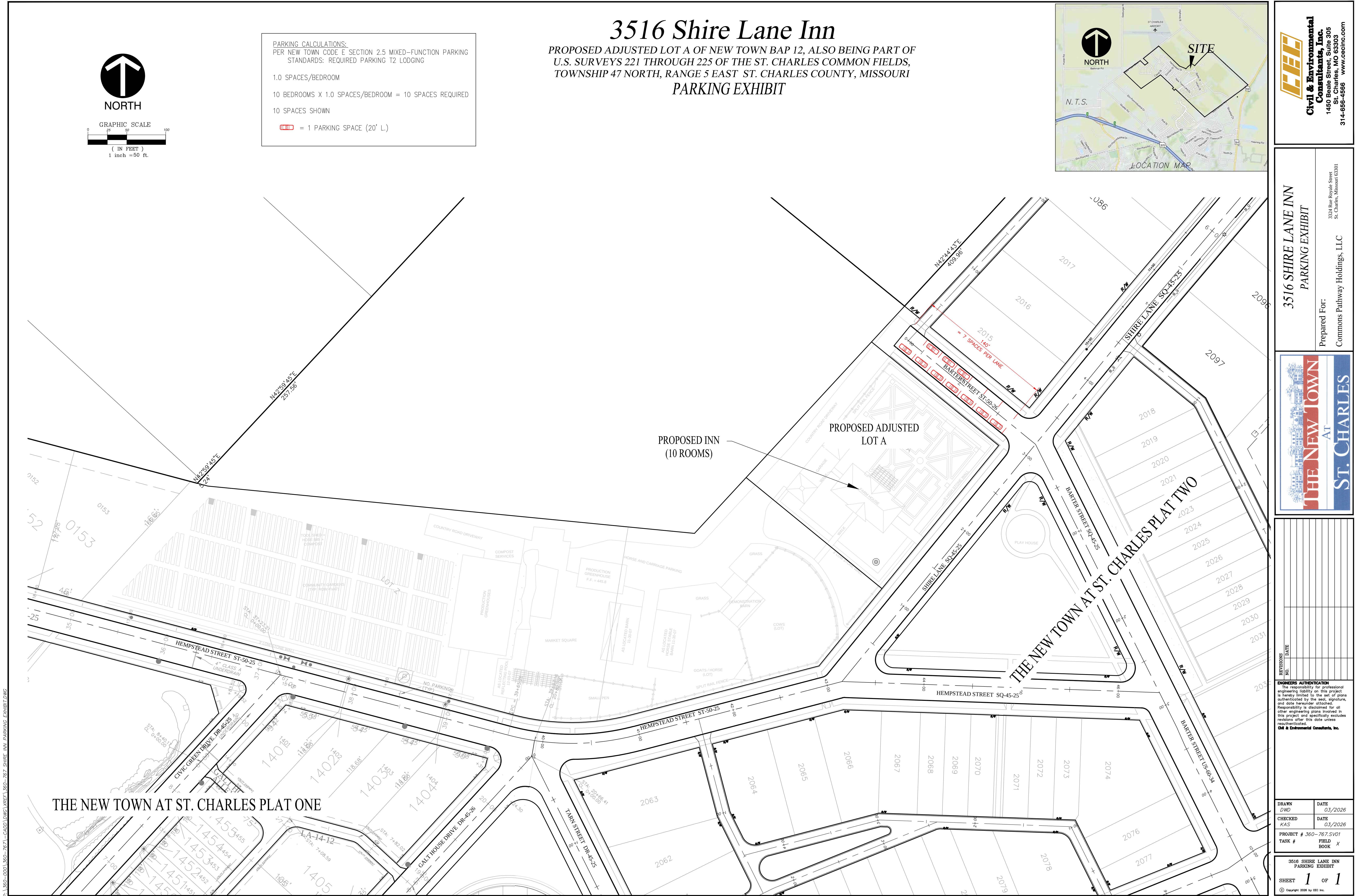
After review, The Department of Community Development finds that the proposed rezoning is consistent with the adopted Comprehensive Plan.

STAFF RECOMMENDATION

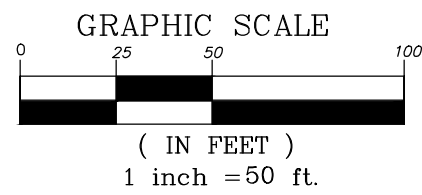
After review of the rezoning request and area development patterns within New Town at St. Charles, staff believes the requested rezoning is justified. The Department of Community Development recommends that the rezoning request be forwarded to the City Council with a favorable recommendation.

Recommended Motion:

Motion to forward application Z-2026-07, to the City Council with a favorable recommendation as submitted.



NORTH



PARKING CALCULATIONS:
PER NEW TOWN CODE E SECTION 2.5 MIXED-FUNCTION PARKING
STANDARDS: REQUIRED PARKING T2 LODGING

1.0 SPACES/BEDROOM

10 BEDROOMS X 1.0 SPACES/BEDROOM = 10 SPACES REQUIRED

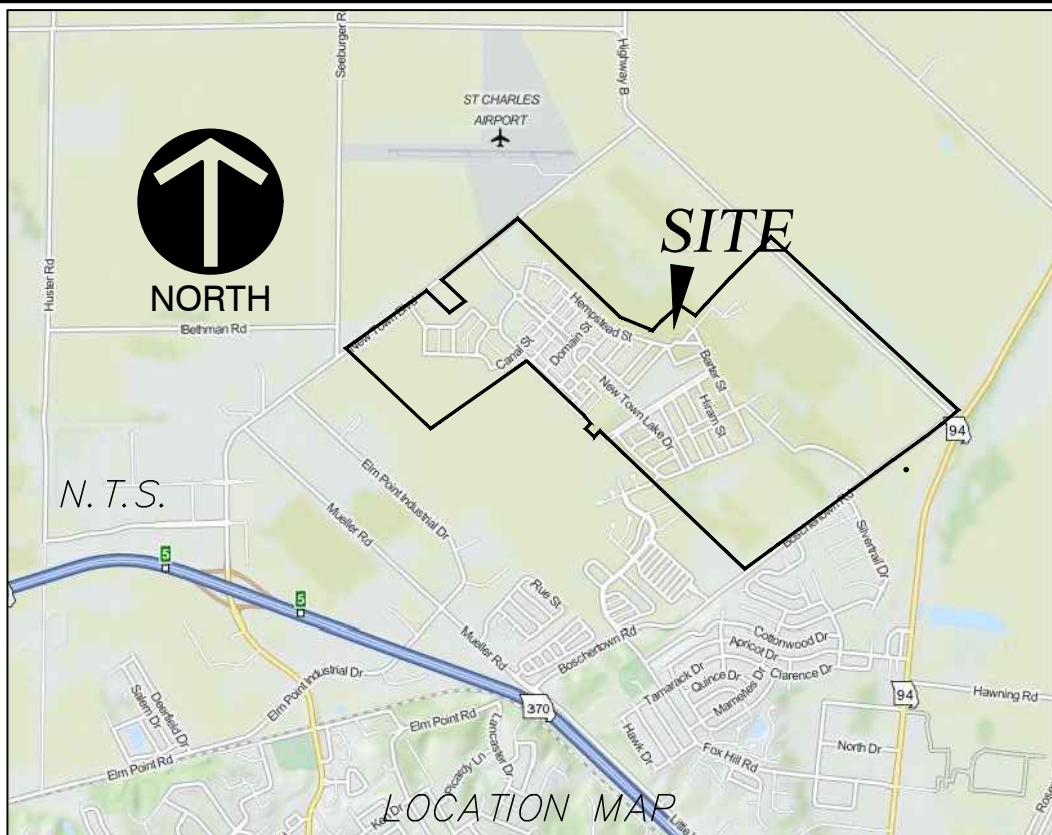
10 SPACES SHOWN

= 1 PARKING SPACE (20' L.)

3516 Shire Lane Inn

PROPOSED ADJUSTED LOT A OF NEW TOWN BAP 12, ALSO BEING PART OF
U.S. SURVEYS 221 THROUGH 225 OF THE ST. CHARLES COMMON FIELDS,
TOWNSHIP 47 NORTH, RANGE 5 EAST ST. CHARLES COUNTY, MISSOURI

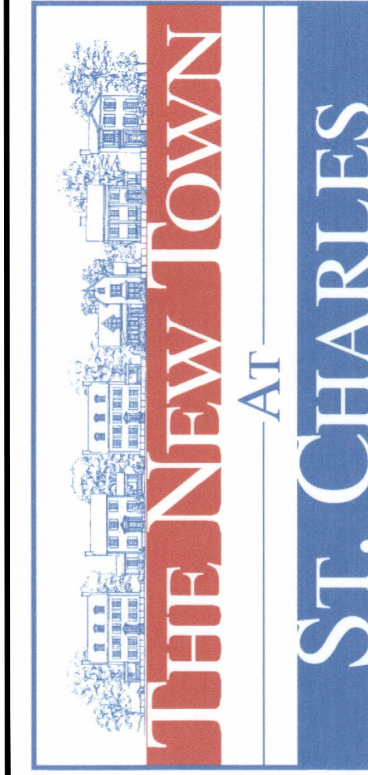
PARKING EXHIBIT



**Civil & Environmental
Consultants, Inc.**
1450 Beale Street, Suite 305
St. Charles, MO 63303
314-656-4966 www.cecinc.com

**3516 SHIRE LANE INN
PARKING EXHIBIT**

Prepared For:
Commons Pathway Holdings, LLC
3324 Rue Royale Street
St. Charles, Missouri 63301



REVISIONS	
NO.	DATE

ENGINEERS AUTHENTICATION
The responsibility for professional engineering liability on this project is hereby limited to the set of plans authenticated by the seal, signature, and date hereunder attached. Responsibility is disclaimed for all other engineering plans involved in this project and specifically excludes revisions after this date unless reauthenticated.
C&E Environmental Consultants, Inc.

DRAWN DWD	DATE 03/2026
CHECKED KAS	DATE 03/2026
PROJECT # 360-767.SV01	FIELD BOOK X

Re: Z-2026-07 3516 Shire Lane

To Whom It May Concern,

The plans and use for the property upon its rezoning is an **Inn** which falls under the New Town Regulating Plan Transect Zone 2 - Section 2.3.2.

Parking for the inn will be offered in four of the seven existing garage spaces as well as additional street parking.

We will initially allow up to **ten** guests in the four bedroom ~2800 sq ft above ground home. We have engaged a Fire Protection Engineering design professional to assess the feasibility and costs of adding a sprinkler system. If it proves financially feasible, we intend to increase the allowed guest count. Depending on how the unfinished basement is configured, we may be able to get up to **20**, but sixteen is the current plan. Prior to starting any alterations to the home, we would seek permitting with **engineered and architecturally sealed plans**.

Sincerely,

Paul Dinkins

Managing Member of Commons Pathway Holdings LLC (Landlord)

Managing Member of Commons Group LLC (Operator)



AGENDA ITEM #7
STAFF REPORT
CONDITIONAL USE NO. CU-2025-30
LIQUOR SALES

1456 BASS PRO DRIVE

APRIL 13, 2026
BY LARA BERRY

APPLICANT: Lynette Agnew
15 Brunch Bar
1456 Bass Pro Drive
St. Charles, Missouri 63301

OWNER: Kurt Padavano – First National Realty Partners
Mark Twain Village LLC
151 Bodman Place, Ste 201
Red Bank, NJ 07701

ADDRESS/LOCATION: 1456 Bass Pro Drive
Ward 2

TENANT SPACE SIZE: 1,873 Square Feet

CURRENT ZONING: “C-3” Highway Business District

PROPOSED USE: Liquor Sales associated with a permitted Restaurant use

SUMMARY/ANALYSIS

The subject request is for approval of liquor sales in association with a proposed restaurant use located at 1456 Bass Pro Drive, within the Mark Twain Village Shopping Center. The tenant space was most recently occupied by Pop Pop Hooray, a popcorn retail shop, and is situated between Buffalo Wild Wings and Bellacino’s Pizza & Grinders.

A restaurant use is permitted by right within this zoning district; however, the sale of alcoholic beverages in conjunction with a restaurant requires approval of a Conditional Use Permit (CUP). This request is limited specifically to liquor sales associated with the proposed restaurant and does not extend to the restaurant use itself or any other permitted uses on the property.

The applicant, 15 Brunch Bar, proposes to operate a breakfast and brunch-style restaurant with hours of operation from 7:00 a.m. to 4:00 p.m., Tuesday through Sunday. As outlined in the submitted business plan, the establishment will offer a menu focused on breakfast and brunch items, including specialty coffees, lattes, mimosas, eggs benedict, salmon potato hash, pancakes, waffles, and similar items.

In addition to regular operating hours, the applicant indicates that the space may also be utilized for private events, such as bridal showers or small corporate gatherings, outside of standard

business hours. These events are intended to remain accessory to the primary restaurant use and are not anticipated to extend into late evening hours.

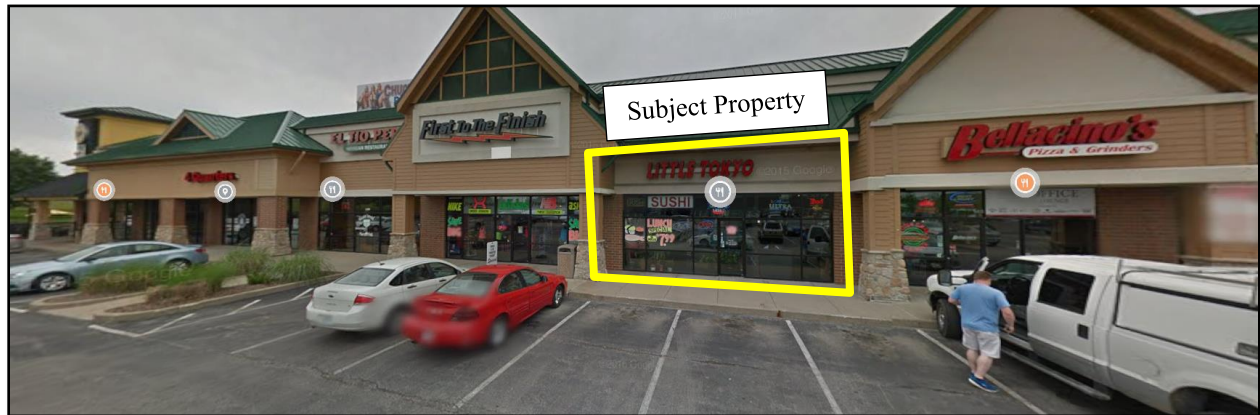


Figure 1: Parking lot view of the subject business.

Consistency with Chapter 600 (Alcoholic Beverages)

Section 600.280 of the City Code outlines limitations on granting a liquor license. Specifically, subsection (C) states the following:

“No liquor license or restaurant liquor license shall be granted to any person for any premises if the property line of the premises sought to be licensed is less than three hundred (300) feet from the property line of any property used as a hospital, school or church, from the property line of any property in a residential zoning district, any residential land use in the "HCD" zoning district, or in the O-I zoning district, unless the applicant for the license shall first obtain the consent of the City Council. Such consent shall not be granted until at least ten (10) days' written notice has been provided to all owners of property within three hundred (300) feet of the proposed licensed premises.”

The subject property is located adjacent to a church (Restoration Church) and near a residential land use within the “O-I” Office Institutional District (Jaycee Fairgrounds Village). As such, the notification provisions of Section 600.280(C) are applicable. However, the Conditional Use Permit process includes a public hearing with written notice provided to all property owners within 300 feet of the subject property at least 15 days prior to the hearing. This process satisfies and exceeds the notification requirements outlined in Section 600.280(C). Therefore, the applicable provisions of Chapter 600 related to notification have been met through the City’s Conditional Use Permit procedures.

Consistency with Comprehensive Plan

The St. Charles Comprehensive Plan adopted in 2002, and updated in 2026, recommends that land use decisions be based on a project’s location and compatibility with surrounding development. The Comprehensive Plan identifies 21 activity centers in the city, locations characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified which reflect the extent of established core activity and the transition to surrounding lower-density development. The plan recommends that development should align with the predominant land uses, assets, and needs of the nearest activity center. The activity centers should be surrounded by land uses that respond to context, promotes compatibility, and supports the City’s long-term goals

for balanced growth. Proposed new uses should be judged based upon its distance from the nearest activity center and/or sub-district, its compatibility with what surrounds it, and whether the level of development it will generate aligns with the surrounding area or is counter to that goal.

The subject property is located nearest to Activity Center #7 (I-70/Fifth Street Interchange), an area characterized by higher-intensity commercial development and regional access. The proposed liquor sales, as an accessory component to a permitted restaurant use, are consistent with the intensity and character of development within this corridor. Given the surrounding mix of commercial uses within Mark Twain Village and nearby higher-density residential development, the proposal is compatible with the area and aligns with the intent of the Comprehensive Plan.

Consistency with Conditional Use Standards

Section 400.980 of the City Code outlines standards of review for the conditional use application. The standards are as follows:

- a) How the proposed conditional use (the use in general) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.
- b) Whether the proposed conditional use (in its proposed location) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.

Regarding a) and b), Conditional Uses are not allowed by-right as they can be problematic if not located and/or conditioned properly. As such, additional consideration is necessary to ensure consistency with surrounding development. The proposed use is located within an existing multi-tenant commercial center near Activity Center #7 and is consistent with the scale and intensity of surrounding land uses. With appropriate conditions, the use can operate in harmony with the Comprehensive Plan and applicable regulations.

- c) Whether the proposed conditional use, in its proposed location and as depicted on the required site plan, results in a substantial or undue adverse impact on the adjacent property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the Zoning Ordinance, Comprehensive Plan, or any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the city.

With appropriate conditions and compliance with applicable codes, the proposed use is not anticipated to result in undue adverse impacts. The limited hours of operation and the nature of the establishment as a breakfast and brunch restaurant reduce the potential for impacts related to traffic, noise, and late-night activity.

- d) Whether the proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property as directed by the Comprehensive Plan.

Staff believes the restaurant with liquor sales, if conditioned appropriately, can be compatible within its commercial surroundings and should not produce negative effects on neighboring properties or the neighborhood. Staff believes this use can operate in a manner that is consistent with the area, as conditioned.

- e) Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

Staff believes the proposed conditional use in this location will not have an undue burden on public services as this proposal has been reviewed by Community Development, Finance, and Fire Departments with no outstanding comments.

- f) Whether the public benefits of the proposed conditional use outweigh the potential adverse impacts of the proposed conditional use as identified above, after taking into consideration any proposal by the petitioner and any requirements recommended by the petitioner and/or City Staff to ameliorate such impacts.

After review of the proposal and the above standards for evaluating Conditional Uses, staff believes the proposed use, if conditioned properly, would prevent any potential adverse impacts, and the public benefits would outweigh any potential adverse impacts. Activation of a vacant tenant space and the introduction of a neighborhood-serving restaurant provide a public benefit.

Furthermore, the City Code allows the Planning and Zoning Commission to recommend conditions of approval to protect surrounding properties, as well as to give consideration with respect to location in the recommendations. The proposed liquor sales associated with a restaurant use complies with the above standards.

STAFF RECOMMENDATION

This conditional use can operate in conformance with City requirements, is compatible with surrounding land uses and complies with the Comprehensive Plan of the City of St. Charles. Staff recommends **approval** of the proposed conditional use for liquor sales associated with a permitted use, subject to the following conditions:

1. This conditional use permit for liquor sales associated with a restaurant use shall be issued to the applicant (Lynette Agnew) with 15 Brunch Bar restaurant located at 1456 Bass Pro Drive and shall not be transferable to another location and/or tenant/business.
2. Any significant changes to the approved proposal, including expansion of the tenant space, addition of an outdoor patio, or changes in event operations, may require further City review.
3. Private events shall remain accessory to the primary restaurant use and shall not materially change the character or intensity of the approved use.
4. Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.
5. Liquor sales shall not occur independently of the primary business use and shall only be accessory to the operation of the restaurant use.

6. Non-compliance with any building codes, property maintenance codes, fire codes, noise control ordinances, or conditions of this approval is grounds for revocation of the conditional use approval.
7. Violations of Chapter 600 (Liquor/Alcoholic Beverages) may be grounds for revocation of this Conditional Use.

Recommended Motion:

Motion to forward application CU-2025-30 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



Figure 2: Aerial Photo of the Subject Site.



www.15brunchbar.com



December 4, 2025

City of St. Charles Planning Commission and City Council,

15 Brunch Bar a new opportunity for a brunch café would be an asset to The City of St. Charles. Our brunch bar is not your standard/typical bar. We are combining delicious food, drinks, specialty coffee, lattes, and cocktails such as mimosas and more. This venture aims to cater to the growing demand for brunch experiences that allows for a flexible venue for community gatherings and private celebrations.

We offer private space for corporate events, confidential business meetings, personal family gatherings such as bridal showers, engagement celebrations and so much more. Our hours would primarily consist of 7:30am to 12:30am Tuesday through Sunday for breakfast/brunch. After hours would be our Venue hours as needed. Menu options would consist of Egg Benedict, Sausage biscuits w/gravy, waffles, Pancakes, salmon potato hash just to name a few.

15 Brunch Bar values unique experiences and aesthetic presentation with great food as well as a socially comfortable environment and facilitation of strengthening the community and bringing people of all levels of society together. This space would be designed to cater to diverse events maximizing revenue potential, community engagements for local events fostering community spirit. Our space would create job opportunities for the City of St. Charles residents both full time and part time. Our business would also contribute to the local economy and economic growth through tax revenue supporting public services and infrastructure as well as attract more visitors boosting the local economy.

Support from the City of St. Charles for this venture would be amazing, which promises to enhance St. Charles both economically and socially. Working with the City Council to ensure a successful launch of this business is desired. Our brunch bar would bring a unique establishment to St. Charles MO working closely with the City Council to facilitate our vision is a priority of ours.

Kind Regards,

Lynette Agnew
Owner
15 Brunch Bar LLC



AGENDA ITEM #8

**STAFF REPORT
CONDITIONAL USE NO. CU-2026-06
LIQUOR SALES
1610 COUNTRY CLUB PLAZA**

**APRIL 13, 2026
BY MADELYN P. BROWN**

APPLICANT: L & Y LLC
1610 Country Club Plaza Drive
St. Charles, MO 63303

OWNER: River Center Limited Partnership
1143 Indian Trails Drive
Olivette, MO 63132

ADDRESS/LOCATION: 1610 Country Club Plaza Drive
Ward 4

LOT SIZE: Approx. 1,400 square feet (tenant space)

CURRENT ZONING: C-2 General Business District

PROPOSED USE: Liquor Sales associated with a permitted restaurant use

SUMMARY/ANALYSIS

This request is for liquor sales specifically associated with an existing restaurant (Yummy House) located 1610 Country Club Plaza Drive. The property is zoned C-2 General Business District. City Ordinance requires approval of a Conditional Use Permit within this zoning district for establishments that apply for a Liquor License. This request is specific to the liquor sales only and is not applicable to the other uses permitted by right within the referenced zoning district.

The existing restaurant serves a variety of Asian dishes, including; ramen, soups, fried rice, etc. The applicant is requesting the addition of a liquor sales use to provide beer and wine alongside the existing menu. The hours of operation are Monday through Saturday 11:00 a.m. to 9:00 p.m., with the exception of closure on Tuesday, and Sunday 11:30 a.m. to 9:00 p.m. The applicant has provided photos of the property with this application, and these are included with this report.

Consistency with Comprehensive Plan

The St. Charles Comprehensive Plan adopted in 2002, and updated in 2026, recommends that land use decisions be based on a project's location and compatibility with surrounding development. The Comprehensive Plan identifies 21 activity centers in the city, locations characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified which reflect the extent of established core activity and the transition to surrounding lower-density

development. The plan recommends that development should align with the predominant land uses, assets, and needs of the nearest activity center. The activity centers should be surrounded by land uses that respond to context, promotes compatibility, and supports the City's long-term goals for balanced growth. Proposed new uses should be judged based upon its distance from the nearest activity center and/or sub-district, its compatibility with what surrounds it, and whether the level of development it will generate aligns with the surrounding area or is counter to that goal.

This property is located closest to Activity Center #13 (Country Club Sub-District). The proposed liquor license at this location associated with a permitted use can be compatible with its commercial/residential surroundings along West Clay.

Consistency with Conditional Use standards

Section 400.980 of the City Code outlines standards of review for the conditional use application. The standards are as follows:

- a) How the proposed conditional use (the use in general) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.
- b) Whether the proposed conditional use (in its proposed location) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.

Regarding a) and b), Conditional Uses are not allowed by-right as they can be problematic if not located and/or conditioned properly. In this case, the proposal is located at 1610 Country Club Plaza Drive, closest to Activity Center #13. This intensity pattern is consistent with the goals of the Comprehensive Plan, and the proposed use at this location could operate in conformance with the density, intensity, and activity guidelines provided above.

- c) Whether the proposed conditional use, in its proposed location and as depicted on the required site plan, results in a substantial or undue adverse impact on the adjacent property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the Zoning Ordinance, Comprehensive Plan, or any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the city.

Based upon a review of the proposed land uses, if conditioned properly and operated in compliance with the Zoning Ordinance, the proposal should not have an adverse impact on the character of the neighborhood, public safety and general welfare of the city.

- d) Whether the proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property as directed by the Comprehensive Plan.

Staff believes the existing restaurant with a liquor sales use as proposed can be compatible within its commercial/residential surroundings and should not produce negative effects to adjacent properties or the neighborhood. Staff believes this use will operate in a manner that is consistent with the area.

- e) Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

Staff believes the proposed conditional use in this location will not have an undue burden on public services as this proposal has been reviewed by Community Development, Finance, and Fire Departments with no outstanding comments.

- f) Whether the public benefits of the proposed conditional use outweigh the potential adverse impacts of the proposed conditional use as identified above, after taking into consideration any proposal by the petitioner and any requirements recommended by the petitioner and/or City Staff to ameliorate such impacts.

After review of the proposal, and the above standards for evaluating Conditional Uses, staff believes the proposed use if conditioned properly would prevent any potential adverse impacts and the public benefits would outweigh any potential adverse impacts.

Furthermore, the City Code allows the Planning and Zoning Commission to recommend conditions of approval to protect surrounding properties, as well as to give consideration with respect to location in the recommendations. The proposed use complies with the above standards.

Consistency with Chapter 600 (Alcoholic Beverages)

Section 600.280 of the City Code outlines limitations on granting a liquor license. Specifically subsection (C) states the following:

“No liquor license or restaurant liquor license shall be granted to any person for any premises if the property line of the premises sought to be licensed is less than three hundred (300) feet from the property line of any property used as a hospital, school or church, from the property line of any property in a residential zoning district, any residential land use in the "HCD" zoning district, or in the O-I zoning district, unless the applicant for the license shall first obtain the consent of the City Council. Such consent shall not be granted until at least ten (10) days' written notice has been provided to all owners of property within three hundred (300) feet of the proposed licensed premises.”

The subject property is located in close proximity to a multiple-family residential development (The Country Club Apartments) to the east of Burning Tree Lane. Because of this adjacency, the notification provisions of Section 600.280(C) are applicable. However, since a Conditional Use Permit is associated with a public hearing, and all property owners within 300 feet of the subject property are notified 15 days prior to the hearing, this notification process constitutes compliance with the above-mentioned code section. Therefore, the requirements of Chapter 600 related to notification of surrounding property owners are satisfied through the City's Conditional Use Permit process.

STAFF RECOMMENDATION

This conditional use can operate in conformance with City requirements, is compatible with surrounding land uses and complies with the Comprehensive Plan of the City of St. Charles. Staff recommends **approval** of the proposed conditional use for a liquor sales associated with a permitted restaurant use subject to the following conditions:

1. This conditional use permit for a liquor sales associated with a restaurant use is issued to the applicant (L & Y LLC) and business (Yummy House) only for the property located at 1610 Country Club Plaza Drive and is not transferable to another location and/or tenant/business.
2. Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.
3. Liquor sales shall not occur independent of the primary business use and shall only be accessory to the submitted restaurant.
4. Non-compliance with any building codes, property maintenance codes, fire codes, noise control codes, ordinances concerning disturbances or conditions of this approval is grounds for revocation of the conditional use approval.
5. Violations of Chapter 600 dealing with Liquor/Alcoholic Beverages may be grounds for revocation of this Conditional Use.

Recommended Motion:

Motion to forward the Conditional Use Permit application for a Liquor Sales associated with a permitted restaurant use at 1610 Country Club Plaza Drive to the City Council with a favorable recommendation, subject to the conditions recommended by staff.

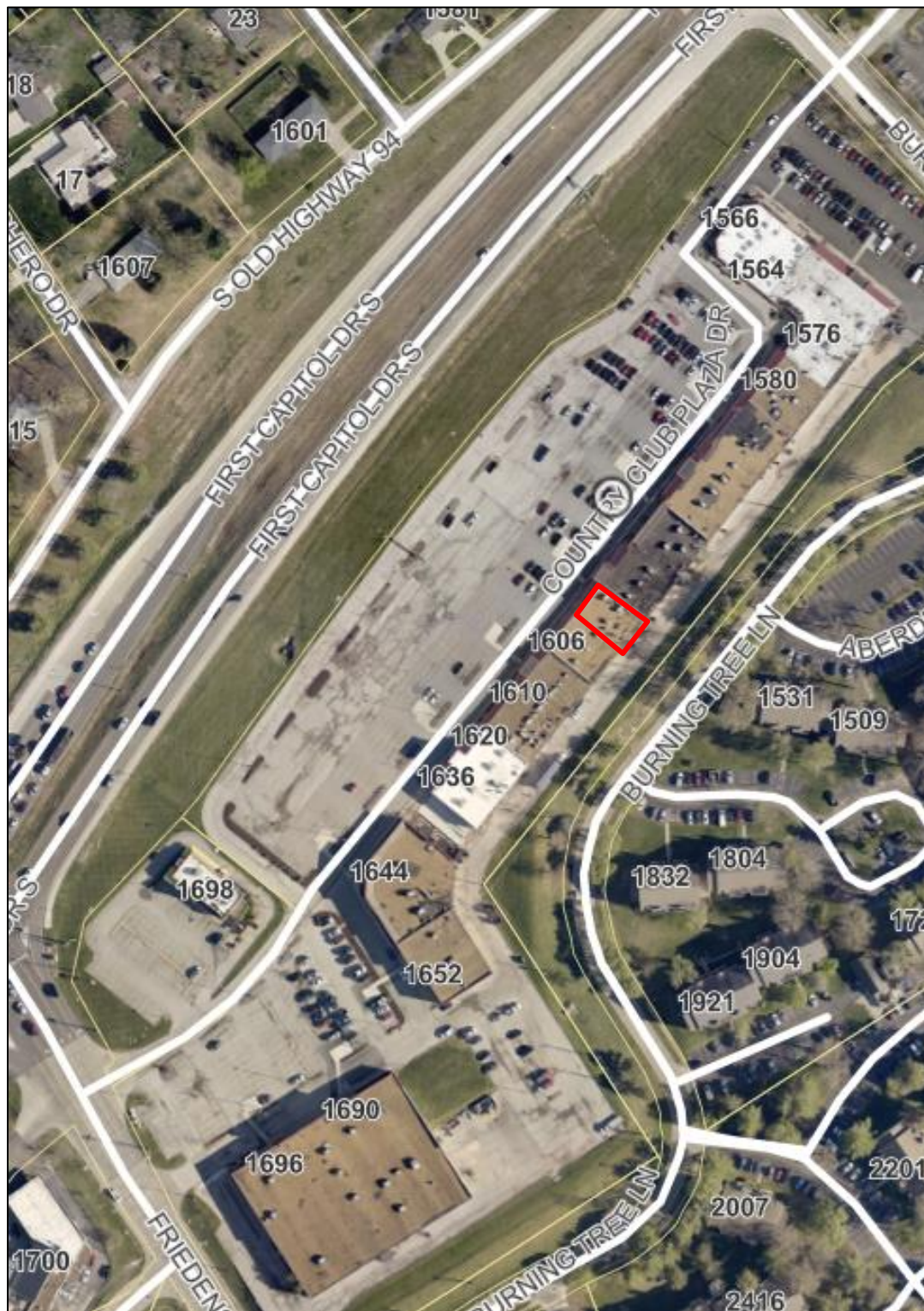
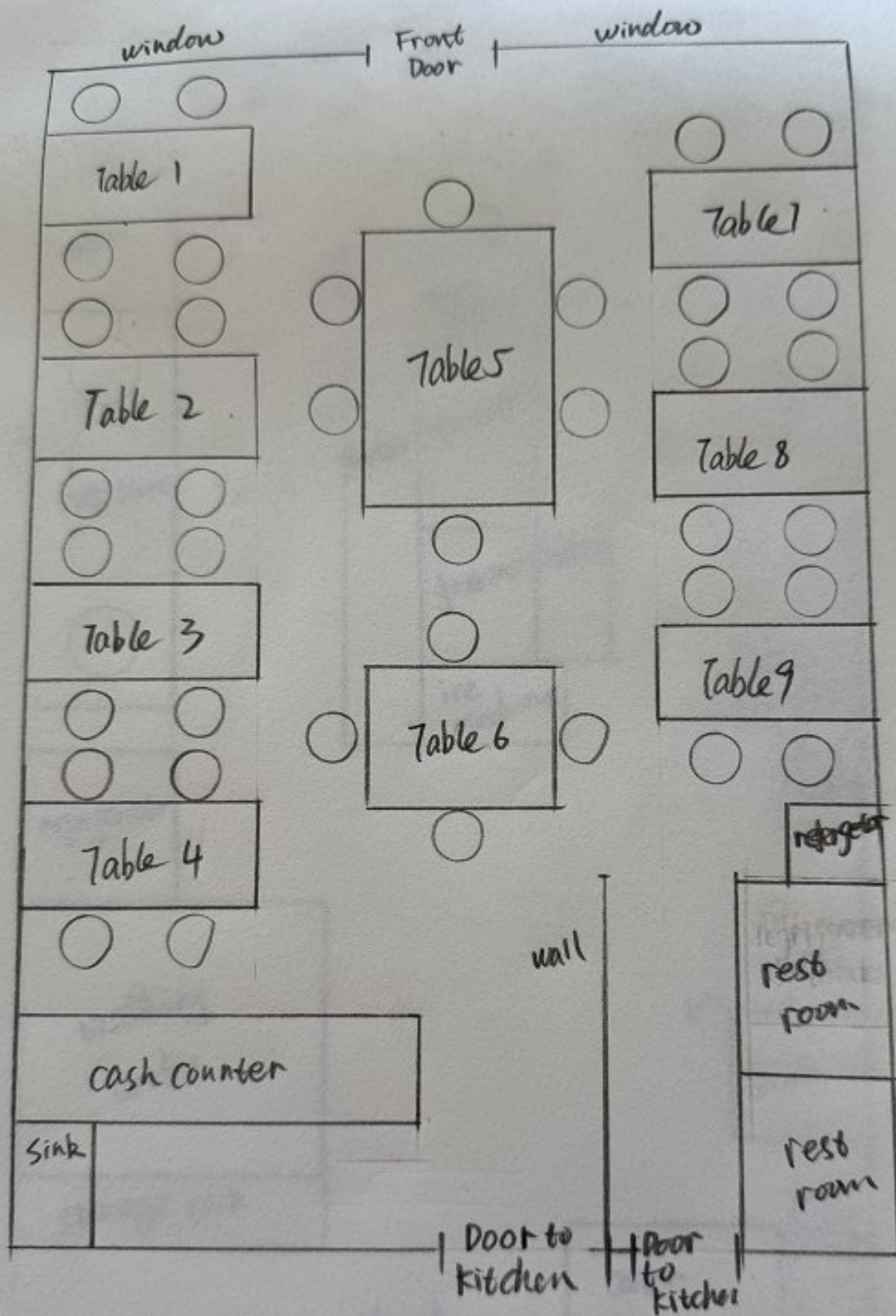
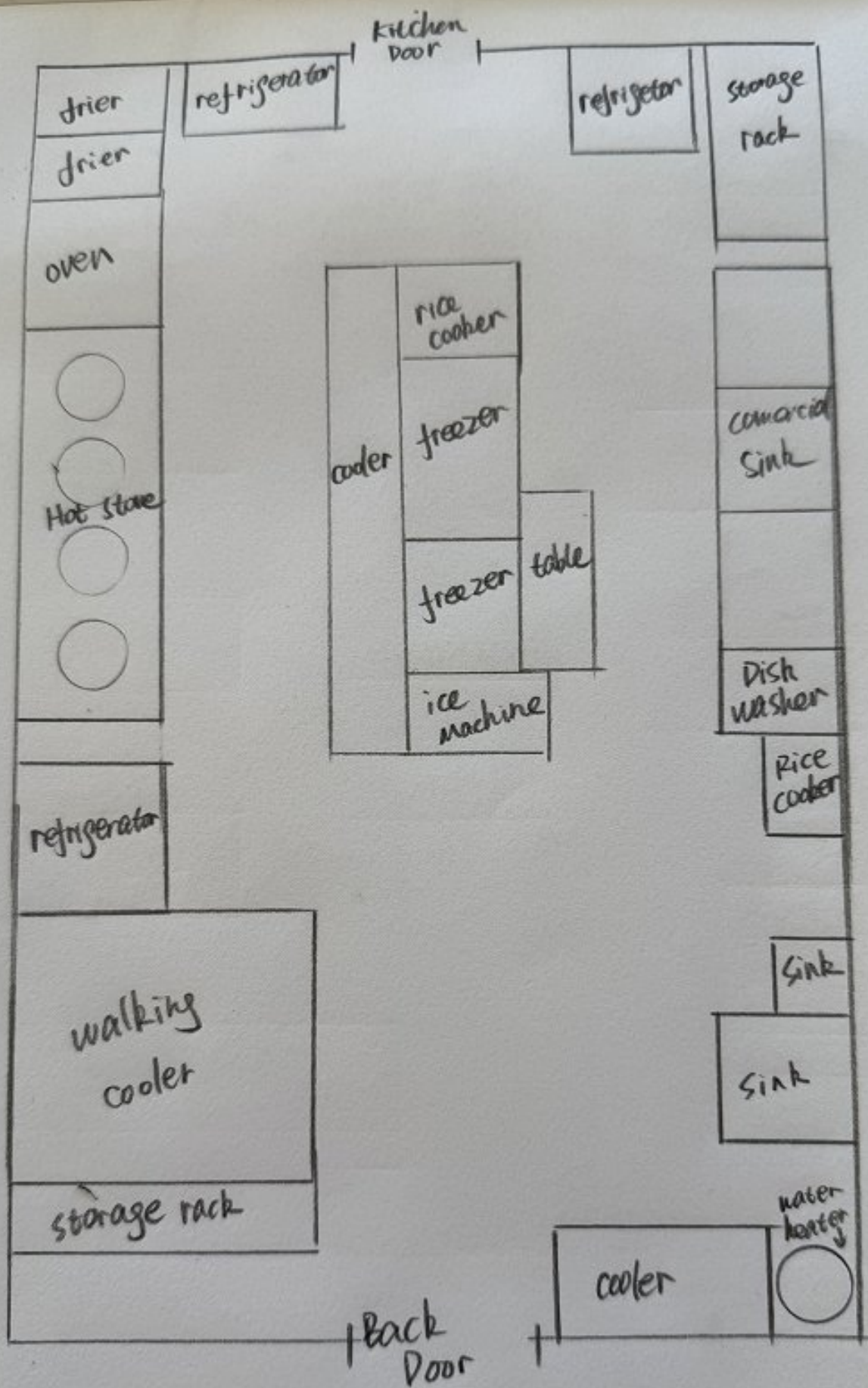


Figure 1: Aerial photo of the subject site.









AGENDA ITEMS #9 & 10

STAFF REPORT
CONDITIONAL USE NO. CU-2026-07
SITE PLAN SP-2026-03
COMMUNITY SERVICE ESTABLISHMENT
1814 BOONES LICK ROAD

APRIL 13, 2026
BY LARA BERRY

APPLICANT: Michael Wraspir
OASIS
1814 (1806) Boones Lick Road
St. Charles, MO 63301

ADDRESS/LOCATION: 1814 (1806) Boones Lick Road
Ward 2

ACREAGE: 1.08 acres

ZONING: C-3 Highway Business District

PROPOSED USE: Expanding Existing Services with a Community Service Establishment

REQUEST

The applicant is requesting approval of a Conditional Use Permit (CUP) to allow for a minor expansion of an existing Community Service Establishment through the installation of one additional outdoor freezer unit (approximately 100 square feet).

In conjunction with this request, staff has reviewed all previous approvals associated with the property and the current operational characteristics of the site. Staff recommends consolidating prior Conditional Use Permits and applicable conditions into a single, updated Permit that accurately reflects the current use of the property and eliminates outdated or no-longer-applicable provisions.

BACKGROUND

As indicated above, the subject property has a long history of approvals related to community service-oriented uses operated by OASIS. These approvals have evolved over time to accommodate expansion of services and site modifications. For reference, all previous applications and a summary of their approvals/conditions are provided as Exhibit A, attached to this report.

Additionally, in April 2017, the City Council approved a text amendment creating the Community Service Establishment land use category. This category was intended to allow facilities that provide services such as food distribution, clothing, medical care, and similar assistance, without

CU-2026-07
1814 (1806) Boones Lick Road

any residential component.

While earlier approvals and reports referenced a potential residential or shelter component, the current operation of the site does not include any temporary or permanent living facilities. Existing uses are limited to:

- Food pantry
- Thrift store
- Foster/adoption support services

No zoning or property maintenance violations have been identified on the property in recent years. Associated with this application, staff has received no letters/calls of support or opposition.

ANALYSIS

The current application is limited in scope to the installation of a small, approximately 100-square-foot outdoor freezer unit. This improvement supports the existing food pantry operations and does not introduce a new land use or intensify operations beyond what has historically been approved.

Site Design and Visibility

The proposed freezer unit will be located behind the primary structure, minimizing visibility from the public right-of-way. Due to this placement, the unit will not have a material visual impact on the surrounding area, and additional screening is not warranted.

Parking

Although the freezer unit will occupy a small number of existing parking spaces, the site will continue to provide parking in excess of minimum code requirements. The reduction is not expected to negatively impact site functionality or surrounding properties.

Compatibility with Surrounding Area

The property is located in an area with a mix of residential and limited commercial uses (see Figure 1 on page 6). Residential uses are directly adjacent to the north and are buffered by a 6-foot privacy fence, which was required subject to a previous approval. To the east of the subject site is a daycare facility.

The site has operated as a community service provider for many years without documented adverse impacts. The proposed addition is minor in nature and will not alter the character or intensity of the use.

Consolidation of Approvals

A key component of this request is staff's effort to consolidate multiple historical approvals into a single Conditional Use Permit document. This approach:

- Eliminates outdated references, including those related to residential or shelter components
- Clarifies the currently permitted uses on-site
- Streamlines enforcement and administration of conditions
- Provides a clear and accurate regulatory framework moving forward

CU-2026-07
1814 (1806) Boones Lick Road

All relevant and applicable conditions from prior approvals have been reviewed and incorporated where appropriate into the proposed unified Conditional Use.

Consistency with Comprehensive Plan

The City of City of St. Charles Comprehensive Plan, adopted in 2002 and updated in 2026, recommends that land use decisions be guided by a project's location and its compatibility with surrounding development. The Plan identifies Activity Centers as focal points for higher intensity development and emphasizes a gradual transition in land use intensity, density, and activity levels as distance from these centers increases.

The subject property is located within the influence area of Activity Center #8 (I-70/HWY 94 Interchange), a regional node characterized by high accessibility, significant traffic volumes, and a concentration of commercial, service, and institutional uses. Development within and near this activity center is generally expected to support community-serving and commercially oriented uses that are compatible with the surrounding mix of development.

The proposed expansion of the Community Service Establishment through the addition of a small outdoor freezer unit represents a minor enhancement to an existing approved use. The proposal does not introduce new land use types, increase intensity in a manner that would be inconsistent with the surrounding area, or alter the established operational character of the site.

Given the property's proximity to a major interchange, its location within an established commercial corridor, and its continued use as a community-serving facility, the proposal remains consistent with the intent of the Comprehensive Plan and aligns with the anticipated pattern of development in this area.

Consistency with the Conditional Use Standards

Section 400.980 of the City Code outlines standards of review for the conditional use application. The standards are as follows:

- a) How the proposed conditional use (the use in general) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.
- b) Whether the proposed conditional use (in its proposed location) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.

Regarding items a) and b), conditional uses are not permitted by right due to the potential for incompatibility if not appropriately located or conditioned. In this case, the subject property has long been utilized as a Community Service Establishment providing services such as a food pantry, thrift store, and foster/adoption support services. The proposed request does not introduce a new land use, but rather supports an existing approved use through the addition of a small accessory freezer unit and the consolidation of prior

Conditional Use Permits into a single, unified approval.

The property is located within an established area of community and commercial uses, in proximity to Activity Center #8 (I-70/HWY 94 Interchange), where a mix of residential, institutional, and commercial uses exist. The proposed expansion is minor in nature and does not increase the intensity of the use in a manner inconsistent with the Comprehensive Plan or surrounding development patterns. With appropriate conditions, the proposed Conditional Use Permit can continue to operate in harmony with the Comprehensive Plan and applicable regulations.

- c) Whether the proposed conditional use, in its proposed location and as depicted on the required site plan, results in a substantial or undue adverse impact on the adjacent property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the Zoning Ordinance, Comprehensive Plan, or any other plan, program, or ordinance adopted. How the proposed co, or under consideration pursuant to official notice by the city.

Based upon review of the proposed request, the addition of a single outdoor freezer unit is not anticipated to result in any substantial or undue adverse impacts on adjacent properties or the surrounding neighborhood. The freezer will be located behind the primary structure and is not expected to be visible from the public right-of-way, minimizing any potential visual impacts.

While the installation of the unit will occupy a limited number of existing parking spaces, the site currently provides parking in excess of code requirements, and sufficient parking will remain available to support the existing uses on-site. The proposed expansion does not include changes to site access, circulation, or operations, and is not expected to generate additional traffic beyond existing conditions.

Overall, the proposed improvement represents a minor modification to an established use and is not anticipated to negatively affect surrounding properties or public health, safety, or welfare.

- d) Whether the proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property as directed by the Comprehensive Plan.

The proposed Conditional Use Permit maintains consistency with the existing land use pattern and intensity of development in the surrounding area. The subject property has functioned as a Community Service Establishment for many years, providing community-oriented services that are compatible with nearby residential and commercial uses.

The addition of a small accessory freezer unit does not materially alter the intensity or character of the use. Additionally, the consolidation of prior Conditional Use approvals into a single permit reflects the current operational reality of the site and removes outdated references, including prior considerations related to residential components that are no longer applicable.

As such, the proposed request continues to align with the Comprehensive Plan's intent for compatible, appropriately scaled development within established areas.

- e) Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

The subject property is currently served by existing public infrastructure, including roadway access, utilities, and emergency services. The proposed freezer unit and consolidation of existing approvals will not require additional infrastructure improvements or extensions of public utilities.

No changes to access, circulation, or service demands are proposed as part of this request. The existing Community Service Establishment has operated at this location without identified capacity concerns related to public services, and the proposed expansion is not expected to impose any additional burden on those services.

- f) Whether the public benefits of the proposed conditional use outweigh the potential adverse impacts of the proposed conditional use as identified above, after taking into consideration any proposal by the petitioner and any requirements recommended by the petitioner and/or City Staff to ameliorate such impacts.

The proposed Conditional Use Permit supports the continued operation and modest enhancement of an established Community Service Establishment that provides food distribution and related community support services. The addition of the freezer unit will improve operational efficiency and support the applicant's ability to serve individuals in need.

Furthermore, the consolidation of prior Conditional Use approvals into a single, updated permit provides clarity and administrative efficiency for both the City and the property owner by accurately reflecting the current uses on-site and eliminating outdated or superseded conditions.

Given the limited scope of the physical improvement, the compatibility of the use with surrounding development, and the community benefits provided, staff finds that the public benefits of the proposed Conditional Use Permit outweigh any potential adverse impacts.

Furthermore, the City Code allows the Planning and Zoning Commission to recommend conditions of approval to protect surrounding properties, as well as to give consideration with respect to location and site plan in the recommendations.

STAFF RECOMMENDATION

Staff finds that the proposed expansion and consolidation of approvals can operate in conformance with City requirements and in harmony with surrounding uses. Therefore, staff recommends approval of the Conditional Use Permit, subject to the following conditions:

1. The Conditional Use Permit is issued for the subject property for operation of a Community Service Establishment, including a food pantry, thrift store, and foster/adoption support services, as well as the installation of one outdoor freezer unit, as depicted in the submitted materials.

CU-2026-07
1814 (1806) Boones Lick Road

2. Upon approval, this Conditional Use Permit shall supersede and replace all previous Conditional Use approvals for the subject property. Only those conditions expressly included in this approval shall remain in effect.
3. If this Conditional Use Permit is not approved, all prior Conditional Use approvals shall remain in effect.
4. No temporary or permanent residential use shall be permitted on the property.
5. Hours of operation shall be limited to 9:00 a.m. to 4:00 p.m., Monday through Friday, with the exception of foster/adoption services which may operate on Saturdays as previously established.
6. All existing buffering, fencing, landscaping, and screening requirements established through prior approvals shall be maintained.
7. Non-compliance with any of the building codes, property maintenance codes, fire codes, conditions of this approval, or any other city ordinances is grounds for revocation of the conditional use approval.

Recommended Motion

Motion to forward application CU-2026-07 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.

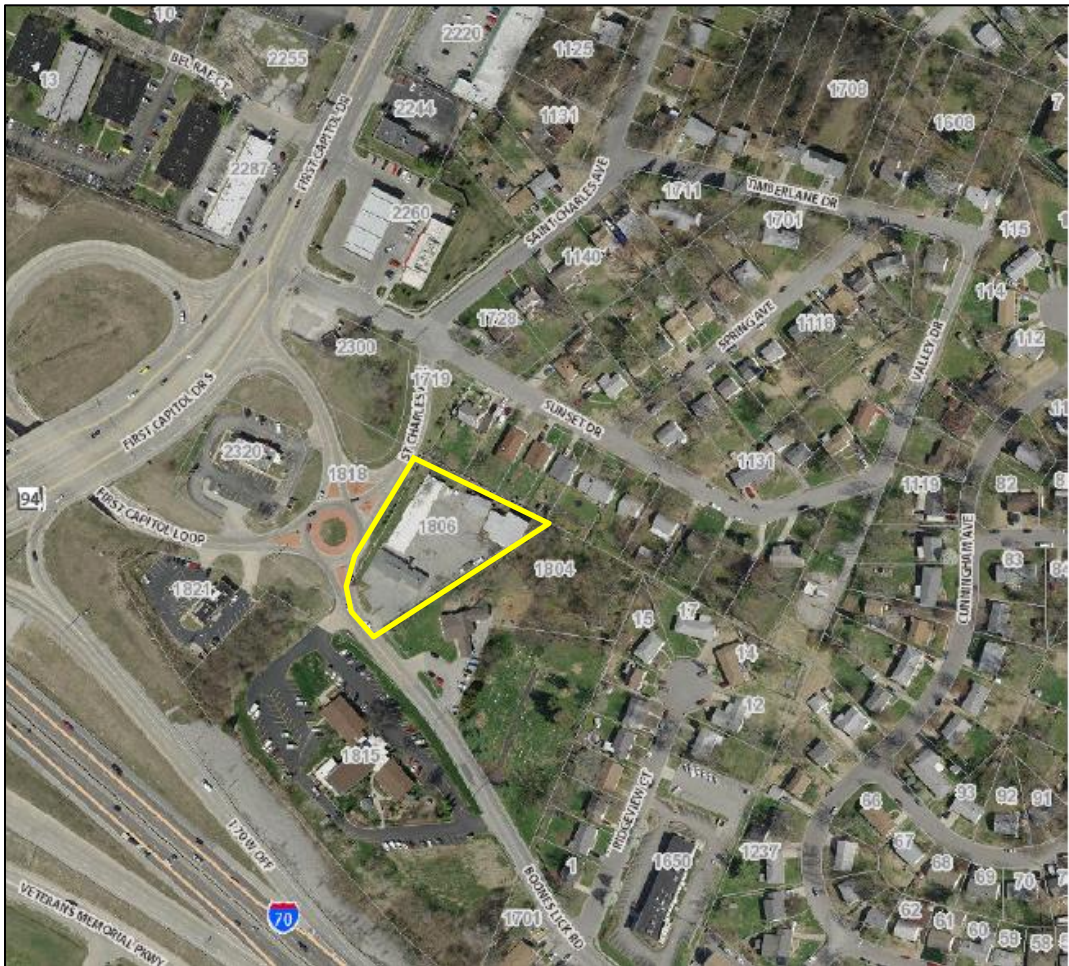


Figure 1: Aerial Photo of Subject Property

CU-2026-07
1814 (1806) Boones Lick Road



Figure 2: Aerial Photo of Site with proposed freezer location.



Figure 3: Photo of Site from Boones Lick Rd.

CU-2026-07
1814 (1806) Boones Lick Road



Figure 4: Photo of Site from the roundabout.

EXHIBIT A: PAST APPROVALS & CONDITIONS

CU-12-05

- The original approval for this site which permitted 2nd Hand Sales Thrift Shop and Food Pantry
- Approved with 6 conditions:
 1. The conditional use permit is approved for Outreach Assistance Serving Individuals in St. Charles County (OASIS) only. No other organization or individuals may operate a food pantry and/or secondhand sales store on this property.
 2. The conditional use permit is approved for 1814 Boone's Lick Road only. Only the portion of the building identified in the application may be used for the food pantry and thrift store. No expansion of either operation into another area of the building or into any other building is allowed without a new conditional use permit approved by the city.
 3. The food pantry and thrift store may open no earlier than 9:00 a.m. and must close no later than 9:00 p.m.
 4. The food pantry and thrift store may not accept donations after hours. No donated items may be left outside the building at any time. All donations must take place when the operation is open to the public so that the donated items may be taken inside immediately.
 5. The property will be inspected by the Department of Community Development for any possible violations of the city's property maintenance code within one week of the City Council's approval of the conditional use permit. Any violations found must be corrected by OASIS and/or the property owner within 30 days.
 6. The Conditional use permit is limited to a food pantry and/or secondhand sales store at this location; and does not permit housing of tenants or serving of food on the premises.

• CU-33-08

- Approved the expansion of the thrift store and food pantry.
- Approved with 5 conditions:
 1. The approval is for 1806, 1812 and 1814 Boone's Lick Road (OASIS Food Pantry and Thrift Store) only and is not transferable or assignable to another property.
 2. A landscape plan shall be submitted to Community Development for review and approval prior to issuance of final occupancy. Landscaping shall be provided along the perimeter of the parking lot and drive aisles, as required in §156.119(J) of City of St. Charles Code of Ordinances.
 3. The existing twenty-five (25) foot landscape buffer shall be maintained and a coniferous hedge or tree line shall be planted at six (6) foot in height prior to issuance of a final Certificate of Occupancy. A six (6) foot privacy (wood or vinyl) fence shall be provided along the rear of all existing structures that immediately abut residentially zoned properties (northern property line) as a condition of purchase for OASIS Food Pantry.

4. The existing parking lot shall be restriped prior to issuance of final occupancy. The striping shall be consistent with the existing site layout to ensure that all parking spaces are visible to customers of the thrift store and food pantry.
5. A dumpster enclosure detail shall be submitted to Community Development for review and approval prior to issuance of final occupancy. The dumpster enclosure is required to meet all screening requirements from §156.281(B)(4) (6 ft. masonry enclosure with vinyl or solid metal gates).

- **CU-30-09**

- Amended conditions of CU-33-08.
 1. All conditions from the original Case No. CU-33-08 shall remain in effect with the following revision to original condition #3, “A five (5) to six (6) foot wood, scalloped fence shall be provided along the rear property line (northern line) between the subject property and the residential properties.”
 2. A variance from twenty-five (25) feet to zero (0) feet shall be required for the setback reduction related to the sight-proof fence.
 3. A vinyl screen to match the new siding shall be installed along the existing A.C. units and utility boxes in order to screen the mechanical equipment from adjacent properties’ view.

- **BOA-35-09**

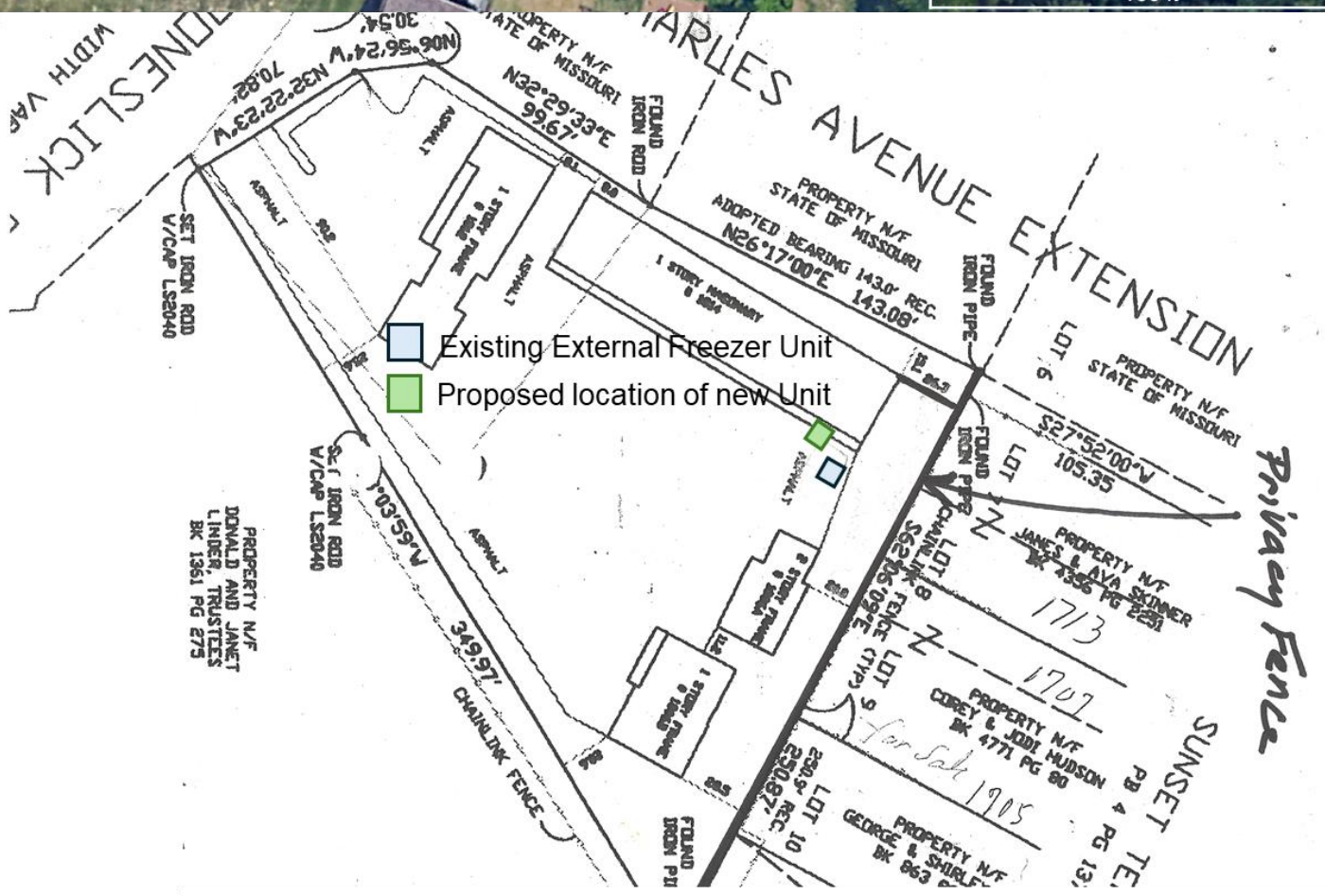
- Approved a variance to reduce the landscape buffer setback for a sight-proof fence from twenty-five (25) feet to zero (0) feet and to permit a five (5) to six (6) foot fence.

- **CU-01-11**

- Allowed free food distribution subject to the following conditions:
 1. The conditional use permit is issued for the property at 1806 Boone’s Lick Road only and is not transferable to another location.
 2. A separate sign permit is required for all proposed signage on the property.
 3. No outdoor display of merchandise is permitted.
 4. The hours of operation for the distribution of goods are listed as Saturday from 12:30 pm to 2:30 pm. Any extension of hours of operation will require a revised conditional use permit from the Planning and Zoning Commission and City Council.
 5. Non-compliance with any of the building codes, property maintenance codes, fire codes or conditions of this approval is grounds for revocation of the conditional use approval.

- **BOA-04-13**

- Approved the requests to reduce the rear yard setback for a commercial structure addition adjacent to a residentially zoned property from twenty-five (25) feet to nineteen point two-five (19.25) feet.



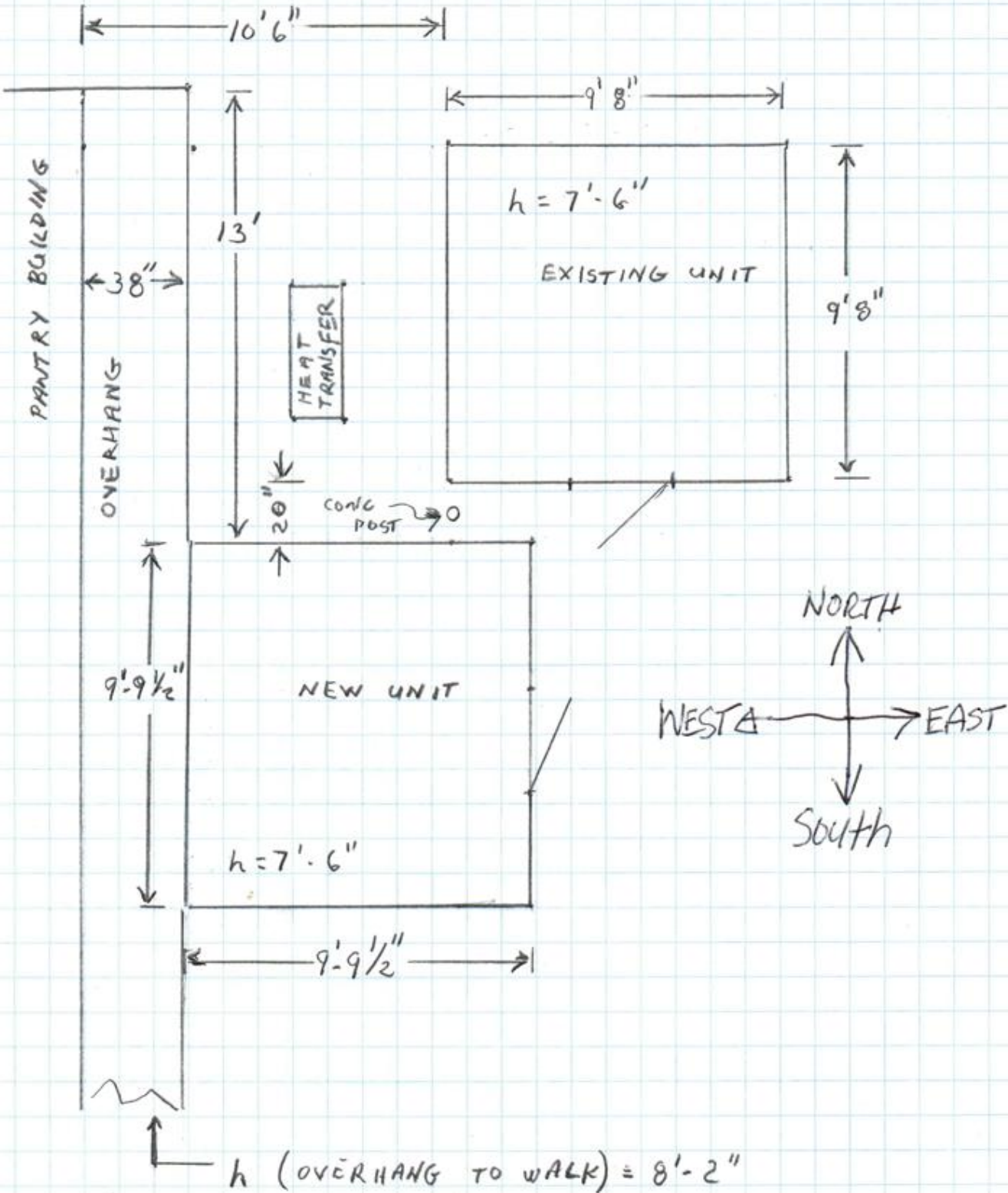


Layout Measurements for New OASIS Food Pantry External Freezer Unit

March 02, 2026

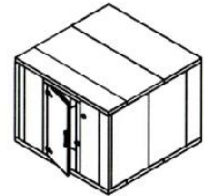
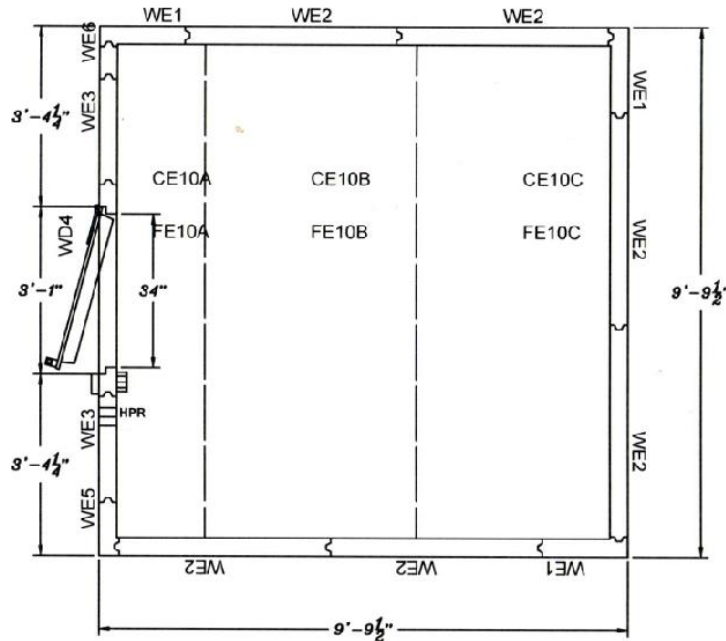
PROPOSED NEW OUTSIDE FREEZER LOCATION

PR
2/27/2026



Manufacturer External Measurements for New OASIS Food Pantry External Freezer Unit March 02, 2026

Page 3 of 5



QUOTE DRAWING
Sign below for acceptance
X _____

By signing here, you agree to our terms and conditions as outlined on
www.uscooler.com/terms. Panel configuration subject to U.S. Cooler final approval. A
facsimile or emailed approval of this drawing 673691-7 shall have the same force and
effect as a signed original and shall, upon receipt by U.S. Cooler, be binding on both
parties.

Materials:
ExtMetal: Galvalume
IntMetal: Galvalume
Foam: Extruded 4in.

Legend
Ceiling -----
Floor -----

Freezer: 9'-9 1/2" x 9'-9 1/2" x 7'-6"
Scale: 3/8" = 1'



U.S. COOLER

401 DELAWARE ST. * QUINCY, IL 62301
TEL 217 228 2421 * 800 621 2665 * FAX 217 228 2428

CUSTOMER

Bi State Refrigeration

JOB#	P.O.# / Job Ref / Oasis Food Pantry
DATE 02/05/2026	DRAWN C.G.S. 3.1
DWG. REF 673691-7	APV

To aid in packing, please indicate with
an X the corner where installation will
be starting.

Refrigeration Specifications								
Qty	Manufacturer	Model	HP	Electrical	MCA	CmpRLA	CmpLRA	Dimensions DxWxH
Pre-assembled Remote Low Temp R454A Air Cooled Outdoor Condensing Unit								
1	Russell	RFO1300L4ADA	3	208-230/1Phase/60Hz	32.3	12 B	88	28.25"x27.875"x18.75"
1	Russell	RALCE079DDATPM		208-230/1Phase/60Hz	10.8			15.5"x43.525"x16.125"



AGENDA ITEM #11

**STAFF REPORT
CONDITIONAL USE NO. CU-2026-08
LIQUOR SALES
2198 FIRST CAPITOL DRIVE**

**APRIL 13, 2026
BY LARA BERRY**

APPLICANT: Jane Munyambo
Capitol Bar and Grill
2198 First Capitol Drive
St. Charles, MO 63301

OWNER: Plackmeyer Properties LLC /2196 1st Capitol LLC
669 Rue St. Francois Drive
Florissant, MO 63031

ADDRESS/LOCATION: 2198 First Capitol Drive
Ward 2

ACREAGE/SIZE: Approx. 3,000 square feet (Tenant Space)

CURRENT ZONING: C-3 Highway Business District

PROPOSED USE: Liquor Sales associated with a permitted restaurant use

SUMMARY/ANALYSIS

This request is for a Conditional Use Permit for liquor sales associated with a permitted restaurant use at 2198 First Capitol Drive. The subject property is located within the C-3 Highway Business District corridor between West Clay Street and Interstate 70, within an existing multi-tenant commercial building.

The tenant space was previously approved for liquor sales associated with a restaurant use under CU-2024-32 for Capitol Bar and Grill. This request reflects a change in ownership of the business; however, the business name and general operations will remain the same. All other aspects of the operation, including the nature of the use, hours of operation, and service model, are expected to remain substantially consistent with the previous approval.

A restaurant use is permitted by right at this location; however, liquor sales associated with a restaurant require approval of a Conditional Use Permit. This request is limited specifically to liquor sales and does not apply to the restaurant use itself or any other permitted uses on the property.

The subject tenant space consists of approximately 3,000 square feet and includes a main floor, lower level, and a small outdoor patio area. No significant changes to the layout or intensity of the space are proposed at this time.

Based on the submitted business information, the hours of operation are anticipated to be 9:00 a.m. to 1:30 a.m. The applicant has indicated that the establishment will serve alcohol (beer, wine, and spirits) and food, along with non-alcoholic beverages such as soft drinks. A full menu has been provided by the applicant and is included in the Commission packet for review. The business will continue to offer typical bar and grill menu items, including appetizers, sandwiches, burgers, and pizza. In addition, the establishment intends to host live entertainment activities such as karaoke and music bingo.

Consistency with Comprehensive Plan

The St. Charles Comprehensive Plan adopted in 2002, and updated in 2026, recommends that land use decisions be based on a project's location and compatibility with surrounding development. The Comprehensive Plan identifies 21 activity centers in the city, locations characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified which reflect the extent of established core activity and the transition to surrounding lower-density development. The plan recommends that development should align with the predominant land uses, assets, and needs of the nearest activity center. The activity centers should be surrounded by land uses that respond to context, promotes compatibility, and supports the City's long-term goals for balanced growth. Proposed new uses should be judged based upon its distance from the nearest activity center and/or sub-district, its compatibility with what surrounds it, and whether the level of development it will generate aligns with the surrounding area or is counter to that goal.

The subject property is located between Activity Center #3 (Lindenwood University) and Activity Center #8 (I-70/Hwy 94 Interchange), both of which are characterized by a mix of commercial activity, transportation access, and higher levels of intensity. The continuation of liquor sales associated with an existing restaurant use represents a commercial activity consistent with the established development pattern along the First Capitol Drive corridor. Given the site's location within an established commercial area and the continuation of a previously approved use, the proposal remains compatible with surrounding land uses and aligns with the intent of the Comprehensive Plan.

Consistency with Conditional Use standards

Section 400.980 of the City Code outlines standards of review for the conditional use application. The standards are as follows:

- a) How the proposed conditional use (the use in general) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.
- b) Whether the proposed conditional use (in its proposed location) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.

Regarding a) and b), Conditional Uses are not permitted by right due to the potential for incompatibility if not appropriately located or conditioned. In this case, the request reflects the continuation of a previously approved conditional use within an established commercial corridor. The subject property is located between Activity Centers #3 and #8,

where the scale and intensity of development support this type of use. As proposed, and with appropriate conditions, the use can operate in harmony with the Comprehensive Plan and applicable regulations.

- c) Whether the proposed conditional use, in its proposed location and as depicted on the required site plan, results in a substantial or undue adverse impact on the adjacent property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the Zoning Ordinance, Comprehensive Plan, or any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the city.

As the request involves the continuation of an existing approved use with no significant changes to operations or site layout, no new adverse impacts are anticipated. The use is expected to operate in a manner consistent with prior approvals and in compliance with applicable City regulations.

- d) Whether the proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property as directed by the Comprehensive Plan.

The proposed use maintains consistency with surrounding commercial land uses along the First Capitol Drive corridor. The continuation of the existing restaurant and liquor sales use is not expected to alter the character of the area or create incompatibilities with nearby properties.

- e) Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

The site is served by existing infrastructure and public services. Review by Community Development, Finance, and Fire Departments identified no outstanding concerns.

- f) Whether the public benefits of the proposed conditional use outweigh the potential adverse impacts of the proposed conditional use as identified above, after taking into consideration any proposal by the petitioner and any requirements recommended by the petitioner and/or City Staff to ameliorate such impacts.

The continuation of an active commercial use within an existing tenant space supports economic activity and prevents vacancy within the corridor. Given that no expansion or intensification of the use is proposed, staff finds that any potential impacts remain minimal and are outweighed by the public benefit.

Furthermore, the City Code allows the Planning and Zoning Commission to recommend conditions of approval to protect surrounding properties, as well as to give consideration with respect to location in the recommendations. The proposed use complies with the above standards.

STAFF RECOMMENDATION

This conditional use can operate in conformance with City requirements, is compatible with surrounding land uses and complies with the Comprehensive Plan of the City of St. Charles. Staff recommends **approval** of the proposed conditional use for liquor sales associated with a permitted restaurant use subject to the following conditions:

1. This conditional use permit for liquor sales associated with a restaurant use is issued to the applicant (Jane Munyambo) and business (Capitol Bar and Grill) only for the property located at 2198 First Capitol Drive and is not transferable to another location and/or tenant/business.
2. Any significant change in the operation of the business, including but not limited to expansion of the use, changes in hours, or alterations to the site, may require additional review and approval by the City.
3. Approval of this Conditional Use is not approval of a liquor license. A liquor license shall be approved by the City Council prior to any liquor sales.
4. Liquor sales shall not occur independently of the primary business use and shall only be accessory to the submitted restaurant use.
5. Non-compliance with any building codes, property maintenance codes, fire codes, noise control codes, ordinances concerning disturbances or conditions of this approval is grounds for revocation of the conditional use approval.
6. Violations of Chapter 600 dealing with Liquor/Alcoholic Beverages may be grounds for revocation of this Conditional Use.

Recommended Motion:

Motion to forward application CU-2024-32 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.

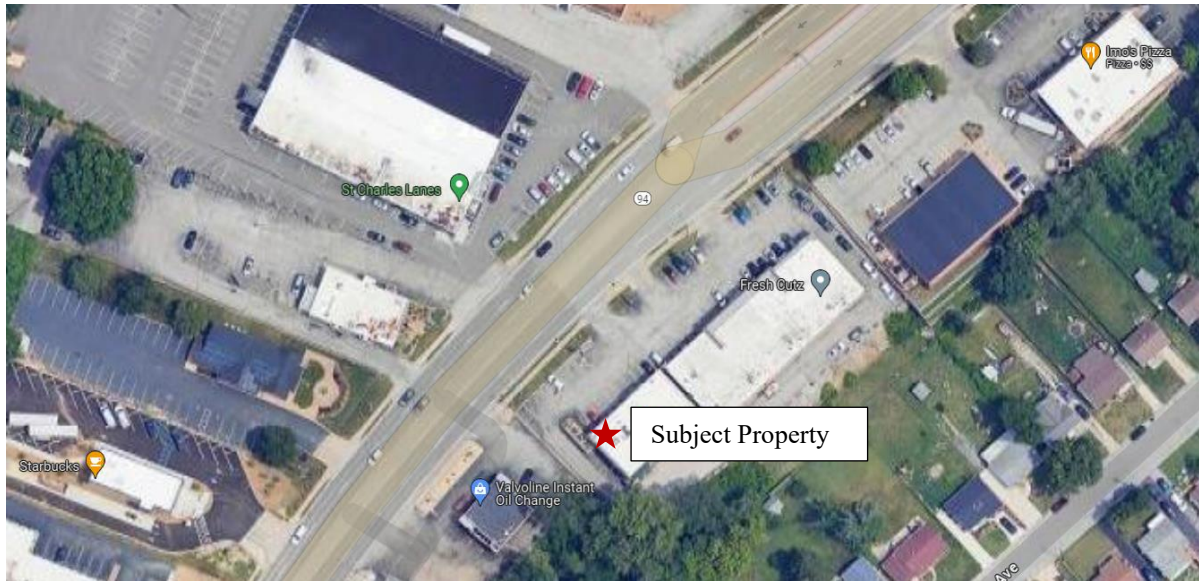


Figure 1: Aerial Photo of the Subject Site.



BURGERS & SANDWICHES

SERVED WITH FRIES OR SLAW
SUBSTITUTE ONION RINGS OR TOTS \$2.50

DOUBLE SMASH BURGER 11.99

AMERICAN, CHEDDAR OR SWISS-CHEESE
ADD BACON \$2.50

WESTERN BURGER 14.99

TWO SMASH PATTIES, CHEDDAR CHEESE,
BBQ SAUCE, ONION STRAWS, BACON

HANGOVER BURGER 13.49

TWO SMASH PATTIES, CHEDDAR CHEESE,
BACON, FRIED EGG, HANGOVER SAUCE

FRISCO MELT 12.59

TWO SMASH PATTIES, CARAMELIZED ONIONS,
SWISS AND AMERICAN, 1000, SOURDOUGH

FRIED CHICKEN SANDWICH 12.99

SWISS CHEESE, CHIPOTLE MAYO, PICKLE
TRY IT BUFFALO STYLE

BBQ PULLED PORK 12.99

BBQ SAUCE, ONION STRAWS, COLE SLAW

PHILLY CHEESE STEAK 12.99

PROVOLONE CHEESE, ONION, GREEN PEPPERS
GRILLED HOAGIE ROLL

CHICKEN CHEESE STEAK 12.99

SIDES

FRIES 5.29

TATER TOTS 5.29

ONION RINGS 6.29

COLE SLAW 4.29

POTATO SALAD 4.29

APPETIZERS

TOASTED RAVIOLI 9.29

PRETZEL BITES 9.29

GARLIC PARM PRETZELS 10.29

MINI TACOS 9.29

MOZZARELLA STICKS 9.29

CHICKEN TENDERS 9.29

MAC N CHEESE BITES 9.29

POTATO SKINS 10.29

BUFFALO CHICKEN FRIES 12.99

NACHOS

PULLED PORK 12.49

BBQ SAUCE, JALEPENNO, ONION, QUESO

TACO BEEF OR CHICKEN 12.49

QUESO, TOMATO, JALEPENNO, ONION,
LETTUCE, SOUR CREAM, SALSA

CHIPS AND SALSA 5.99

ADD QUESO \$0.50

WINGS

1 LB. FRIED JUMBO WINGS 12.99

HOT, MILD, GARLIC PARM,
BBQ, SWEET CHILI

SALAD / WRAP

WRAPS ADD \$2 AND COME WITH
FRIES OR POTATO SALAD

HOUSE / VEGGIE 8.49

LETTUCE, ONION, TOMATO, MIX CHEESE,
CROUTONS, CHOICE OF DRESSING

CHICKEN CAESAR 10.99

ROMAINE, PARMESAN, CROUTONS, CAESAR

CRISPY OR GRILLED CHICKEN 11.49

LETTUCE, CHEESE, TOMATO, BACON, DRESSING
OF CHOICE, BUFFALO SAUCE UPON REQUEST

2198 FIRST CAPITOL DRIVE
ST. CHARLES, MO 63301



AGENDA ITEM #12

STAFF REPORT CONDITIONAL USE NO. CU-2026-09 MOTOR VEHICLE SALES 2600 S. OLD HIGHWAY 94

APRIL 13, 2026
BY LARA BERRY

<i>APPLICANT:</i>	Travis Miller - Brazen Auto 500 Jungermann, Suite 202 St. Peters, Missouri 63376
<i>OWNER:</i>	Scott St. John – Hwy 94 Investments 4517 Towne Court St. Peters, Missouri 63304
<i>ADDRESS/LOCATION:</i>	2600 S. Old Highway 94 Ward 5
<i>LOT/TENANT SIZE:</i>	1.07 Acres (Overall Lot) Approx. 2,200 Square Feet (Tenant's Building) Approx. 17,500 Square Feet (Tenant's Lot)
<i>CURRENT ZONING:</i>	C-2 General Business District
<i>PROPOSED USE:</i>	Motor Vehicle Sales

SUMMARY/ANALYSIS

The applicant, Brazen Auto, is requesting approval of a Conditional Use Permit for a motor vehicle sales use at 2600 S. Old Highway 94. The subject property is located within the C-2 General Business District, where motor vehicle sales are permitted as a conditional use.

The portion of the property associated with this application is located at the southwest end of the overall lot, nearest to Highway 364, and consists of approximately 17,500 square feet of leased area within a multi-tenant commercial building. The applicant intends to operate a used motor vehicle sales business offering “used, affordable, yet dependable automobiles.” The business will utilize the existing tenant space, including service bays, for vehicle display and related operations.

The applicant has indicated hours of operation will be Monday through Saturday until approximately 5:00 PM. As part of the proposed operation, a minimum of ten (10) inventory vehicles is anticipated on-site at any given time. The existing site contains twenty-two (22) striped parking spaces along the S. Old Highway 94 frontage. Additional unstriped areas are present along the Highway 364 frontage that could accommodate additional vehicles; however, these areas are not currently designated with striped parking stalls.

Based on the City's zoning code parking requirements, motor vehicle sales operations require one (1) parking space per 300 square feet of floor area, with a minimum of two (2) spaces. Based on the tenant space of approximately 2,200 square feet, a minimum of eight (8) parking spaces is required. The applicant's proposed use meets and exceeds the minimum parking requirement.

The applicant is not proposing any exterior modifications to the site, including changes to the building, parking lot layout, or circulation pattern. Vehicle inventory will be displayed on-site within the existing paved areas as depicted in the submitted materials.

Figure 1 below illustrates the general area proposed for inventory display, employee/customer parking, and loading/unloading activities.



Figure 1: Subject business's designated area.

Area Development

The subject property is located within an established commercial corridor along Highway 364 and Old Highway 94 and is part of a multi-tenant commercial development designed to accommodate a mix of service and retail-oriented uses, including vehicle-related uses. The surrounding properties are predominantly non-residential in nature, with commercial and industrial uses in the immediate vicinity.

The nearest residentially-zoned development is the Oakleigh Park Subdivision, located approximately 300 feet to the north of the subject property. The existing commercial development pattern and separation from residential uses help buffer potential impacts associated with the proposed motor vehicle sales operation. (See Figure 2 on the next page.)



Figure 2: Area development map.

The City of St. Charles Comprehensive Plan, adopted in 2002 and updated in 2026, recommends that land use decisions be guided by a project's location and its compatibility with surrounding development. The plan identifies Activity Centers as focal points for higher intensity development and emphasizes that surrounding land uses should transition in intensity, density, and activity levels as distance from these centers increases.

The subject property is located nearest to Activity Center #10 (Hwy 364/Hwy 94/Muegge Road Interchange), an area characterized by regional accessibility, higher traffic volumes, and a concentration of commercial and service-oriented uses. The proposed motor vehicle sales use is consistent with this context and reflects a commercial use compatible with the scale and intensity of surrounding development.

Given the site's location within an established commercial corridor, its proximity to a major interchange, and its placement within a multi-tenant commercial building, the proposed use is consistent with the intent of the Comprehensive Plan and aligns with the expected pattern of development in this area.

Section 400.980 of the City Code outlines standards of review for the conditional use application. The standards are as follows:

- a) How the proposed conditional use (the use in general) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.
- b) Whether the proposed conditional use (in its proposed location) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the city.

Regarding a) and b), conditional uses are not permitted by right due to the potential for incompatibility if not appropriately located or conditioned. In this case, the proposal is located within an established commercial corridor near Activity Center #10 (Hwy 364/Hwy 94/Muegge Road Interchange), where the scale and intensity of development support this type of use. The proposed motor vehicle sales operation is consistent with surrounding commercial uses and, with appropriate conditions, can operate in harmony with the Comprehensive Plan and applicable regulations.

- c) Whether the proposed conditional use, in its proposed location and as depicted on the required site plan, results in a substantial or undue adverse impact on the adjacent property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions and policies of the Zoning Ordinance, Comprehensive Plan, or any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the city.

Based upon a review of the proposed use and site conditions, the operation is not anticipated to result in a substantial or undue adverse impact on surrounding properties. The use will occur within an existing commercial site with no proposed structural or site modifications. Impacts associated with vehicle display and customer activity are consistent with surrounding uses and can be mitigated through compliance with applicable regulations and the recommended conditions of approval.

- d) Whether the proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property as directed by the Comprehensive Plan.

The proposed use maintains consistency with surrounding commercial land uses along the Highway 364 corridor. The scale and nature of the motor vehicle sales operation align with existing development patterns and are not expected to negatively impact nearby properties or the overall character of the area.

- e) Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

The site is served by existing infrastructure and public services, including access from S. Old Highway 94 and proximity to Highway 364. Review by Community Development, Finance, and Fire Departments identified no outstanding concerns, and the proposed use is not expected to impose an undue burden on public services.

- f) Whether the public benefits of the proposed conditional use outweigh the potential adverse impacts of the proposed conditional use as identified above, after taking into consideration any proposal by the petitioner and any requirements recommended by the petitioner and/or City Staff to ameliorate such impacts.

The proposed use supports economic activity within an existing commercial site and promotes the utilization of an established tenant space. With the recommended conditions in place, staff finds that any potential impacts are mitigated and that the public benefits outweigh any anticipated adverse effects.

Furthermore, the City Code allows the Planning and Zoning Commission to recommend conditions of approval to protect surrounding properties, as well as to give consideration with respect to location and site plan in the recommendations.

STAFF RECOMMENDATION

Staff believes this conditional use permit for a Motor Vehicle Sales use can operate in conformance with City requirements and is compatible with surrounding land uses. The proposed use should not conflict with existing land uses and is compatible with the current use intensity within the area. Staff recommends **approval** of the proposed conditional use subject to the following conditions:

1. This Conditional Use Permit shall be issued to the applicant (Travis Miller) for Brazen Auto located at 2600 S. Old Highway 94 and shall not be transferable to another location or tenant.
2. The business shall remain consistent with the operation as presented in the application materials. Any expansion, change in ownership, or operation shall be subject to City review to determine whether further approvals are required.
3. Inventory/display vehicles shall be limited to striped and designated parking spaces on the subject property and shall not exceed the number of available striped spaces after required employee and customer parking spaces are maintained.
4. There shall be a minimum of eight (8) parking spaces maintained for employee and customer use, independent of the inventory/display vehicle spaces.
5. All vehicles on site must be in operable condition. The parking or storage of derelict, inoperable, or dismantled vehicles is prohibited.
6. All vehicles, whether inventory, employee, or customer vehicles, shall be parked within striped parking spaces. Drive aisles shall be maintained with a minimum width of fifteen (15) feet and kept clear at all times to support safe and functional one-way traffic circulation.
7. Outdoor storage of tires, automotive parts, used oil, or other materials associated with vehicle maintenance or cleaning is prohibited.

8. No balloons, pennants, streamers, flags, inflatable figures, or banners may be used on the property unless specifically permitted by the City's Sign Code. All signage shall comply with the City's Sign Code and be installed with the appropriate permits.
9. Non-compliance with applicable building codes, property maintenance codes, fire codes, or conditions of approval may result in enforcement action, including revocation of the Conditional Use Permit.

Recommended Motion:

Motion to forward application CU-2026-09 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



Figure 3: Aerial of subject property.



Figure 4: Street view of the subject property.

Lara Berry

From: [REDACTED]
Sent: Thursday, April 2, 2026 1:37 PM
To: Lara Berry
Subject: Re: CU-2026-09 Staff Comments
Attachments: Scan_20260306.pdf

CAUTION: This email originated from outside of the City of Saint Charles. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The business will be an auto dealership under Brazen Auto.

We will have a minimum of 10 parking slots.

We will only sale used affordable yet dependable automobiles.

We will operate Monday through Saturday to 5.

2. There will be no improvements

3. Minimum of 10

4. No

5. No

6. Ok

7. All vehicles will be operable

8. I will submit this by phone.

9. The landlord has agreed to restripe the parking lot.

Thank you and nice meeting you

Travis Miller
BRAZEN AUTO
[REDACTED]

On Sat, Mar 28, 2026, 3:01 PM Lara Berry [REDACTED] wrote:

Good afternoon,

Please review the attached staff comment letter regarding the Conditional Use Permit application for 2600 S. Old Hwy 94. A response letter and resubmittal must be received by the Department of Community Development by noon on Friday, April 3, 2026 in order to remain on schedule for the projected April 13, 2026 Planning & Zoning Commission meeting. Once staff has reviewed the resubmittal and determined all items have been sufficiently addressed, staff will confirm a Planning and Zoning Commission agenda date.

Thank you,

Lara Berry

Planner

Department of Community Development

200 North Second Street

City of St. Charles, MO 63301

Direct Phone: 636.949.3230



AGENDA ITEM #13

Memorandum

To: Planning & Zoning Commission

From: Lara Berry, Planner

Date: April 8, 2026

Subject: SP-2025-10 – Amended Elevations

BACKGROUND

At November 10, 2025 Planning and Zoning Commission meeting, building elevations were approved in association with Site Plan application SP-2025-10 for River Pools at 2040 Exchange Drive. The proposal consisted of a one-story, approximately 2,800 square foot office and workshop building with accessory outdoor storage.

Discussion at that time focused heavily on building elevations and exterior materials, particularly the extent of masonry. While the proposal did not meet the city's 100% masonry requirement, the Commission provided direction that the office portion of the building be constructed with full masonry to clearly distinguish it from the warehouse/workshop component. This guidance established the basis for the approved design intent.



Figure 1: Original Proposed Elevations.

PROPOSED REVISION

The applicant has submitted revised exterior elevations reflecting a modification to the building design. Most notably, the updated plans incorporate a lofted office area, increasing overall building height and introducing a full second story.

While the overall building footprint remains unchanged, the vertical expansion represents a notable change from the one-story building configuration originally reviewed by the Commission.



Figure 2: Revised Proposed Elevations.

STAFF ANALYSIS

The previously approved elevations and associated Commission discussion were based on the scale of a one-story structure. The introduction of a loft element alters the building's proportions and overall composition, changing how the architectural features and materials are perceived.

Staff finds that the revised elevations generally align with the spirit and intent of the Commission's original direction, particularly with respect to distinguishing the office component through masonry treatment. With the introduction of a second-story element, the overall composition has evolved from the original design, and some architectural elements may benefit from further refinement to achieve a more cohesive appearance.

Additionally, the vertical expansion of the building introduces new considerations related to the proportional use of materials. The increased wall area associated with the second story affects the overall balance of masonry and non-masonry materials, which was a key component of the Commission's original discussion and direction. As a result, the revised design warrants further

review to evaluate consistency with the City's Architectural Design Standards and the Commission's prior intent regarding both material distribution and overall building appearance.

STAFF RECOMMENDATION

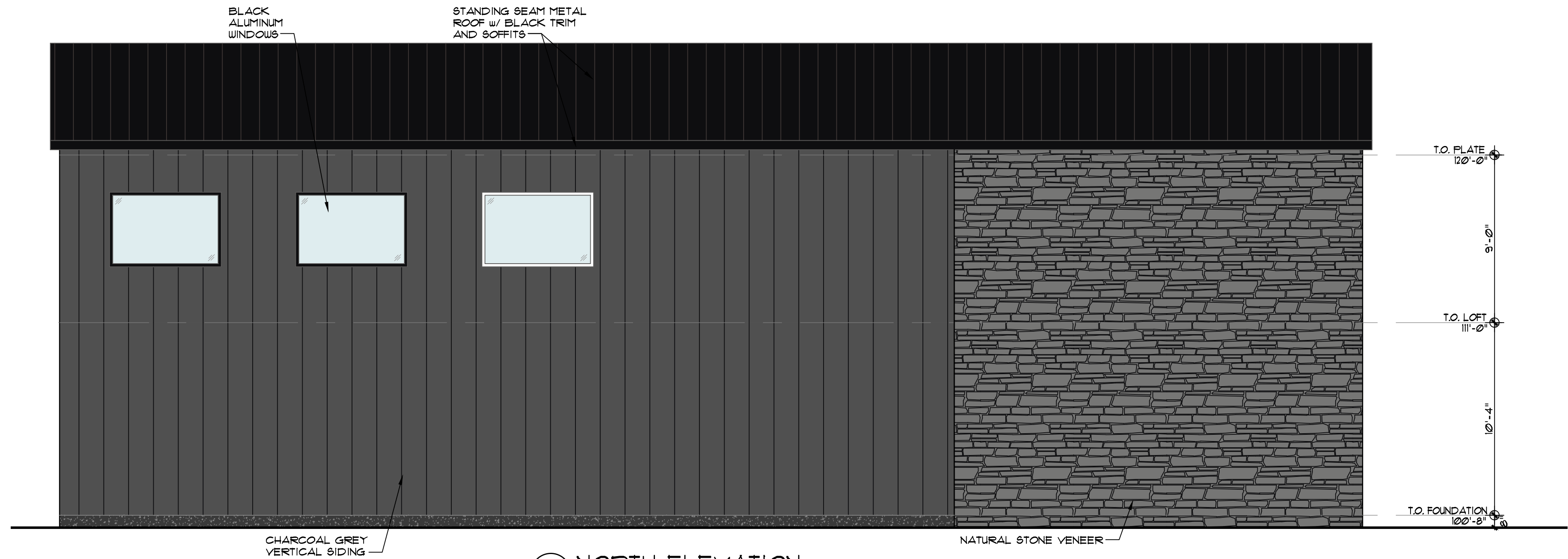
Based on the scope of the proposed changes and the considerations outlined above, staff recommends that the Planning & Zoning Commission review the revised elevations and provide direction to ensure the final design achieves what the Commission has intended for this building.

Whether the elevations are approved as submitted or further discussion provides additional revisions, staff suggests the following recommended conditions, as approved through the previous Site Plan review:

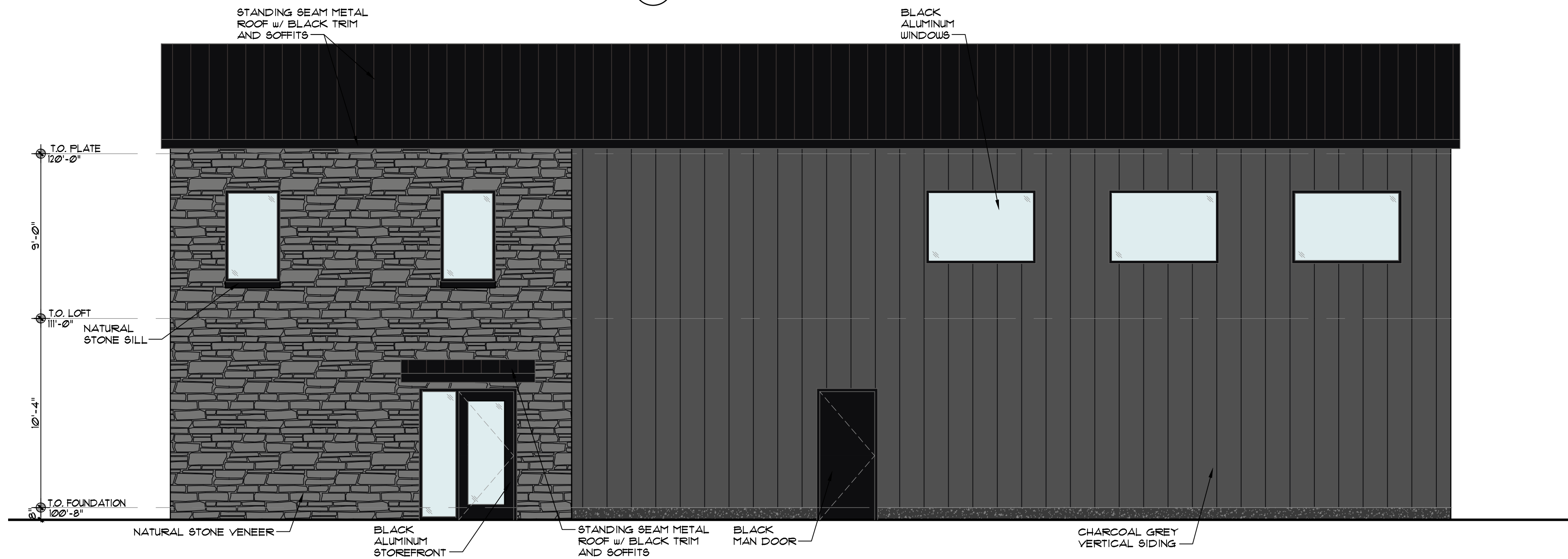
1. Final review of the proposed lighting and photometric plan will be reviewed for compliance upon the submittal of a building permit.
2. Upon the submittal of a building permit, staff will verify that the landscaping will screen the height of the equipment.

Recommended Motion:

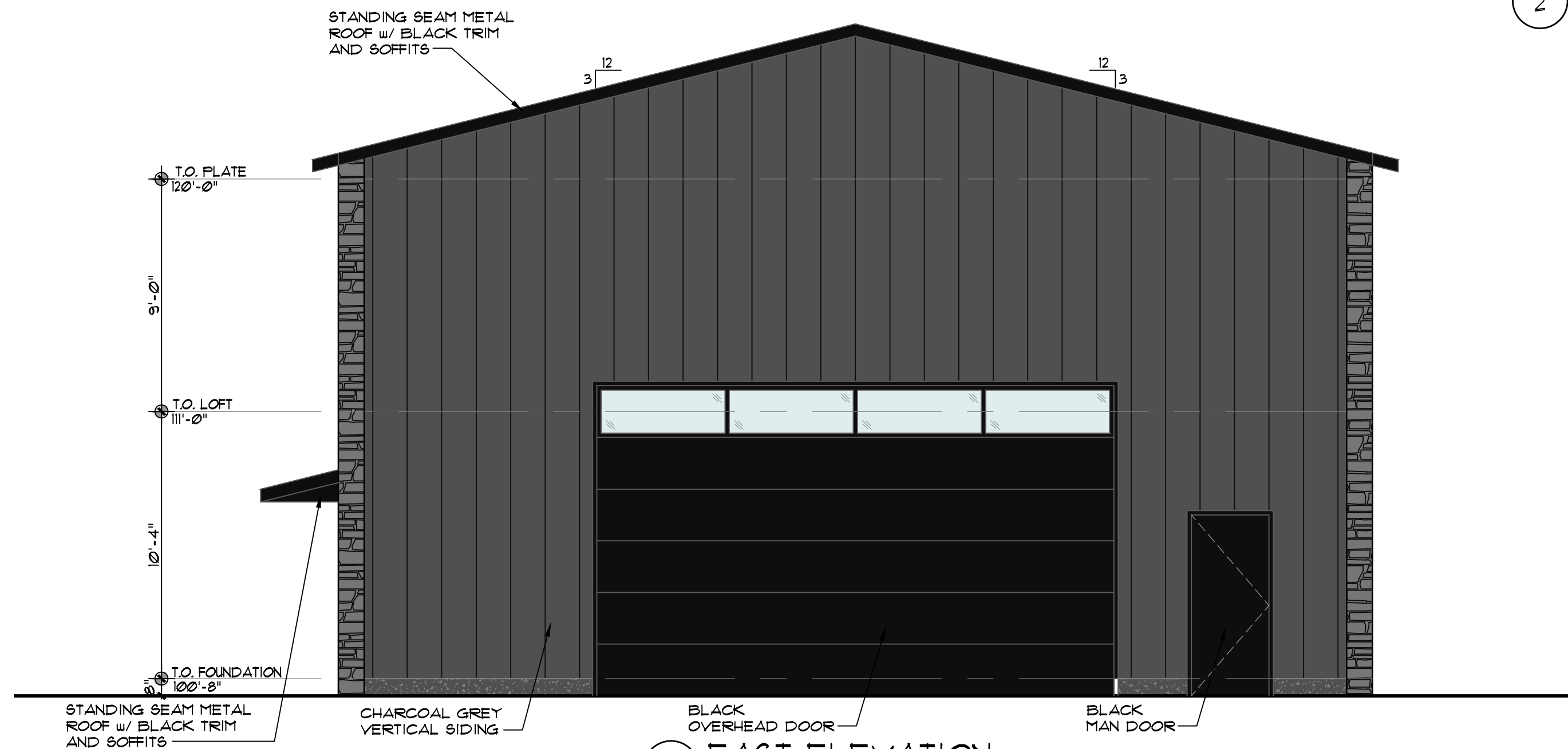
Motion to approve a Site Plan for SP-2025-10, subject to the conditions recommended by staff.



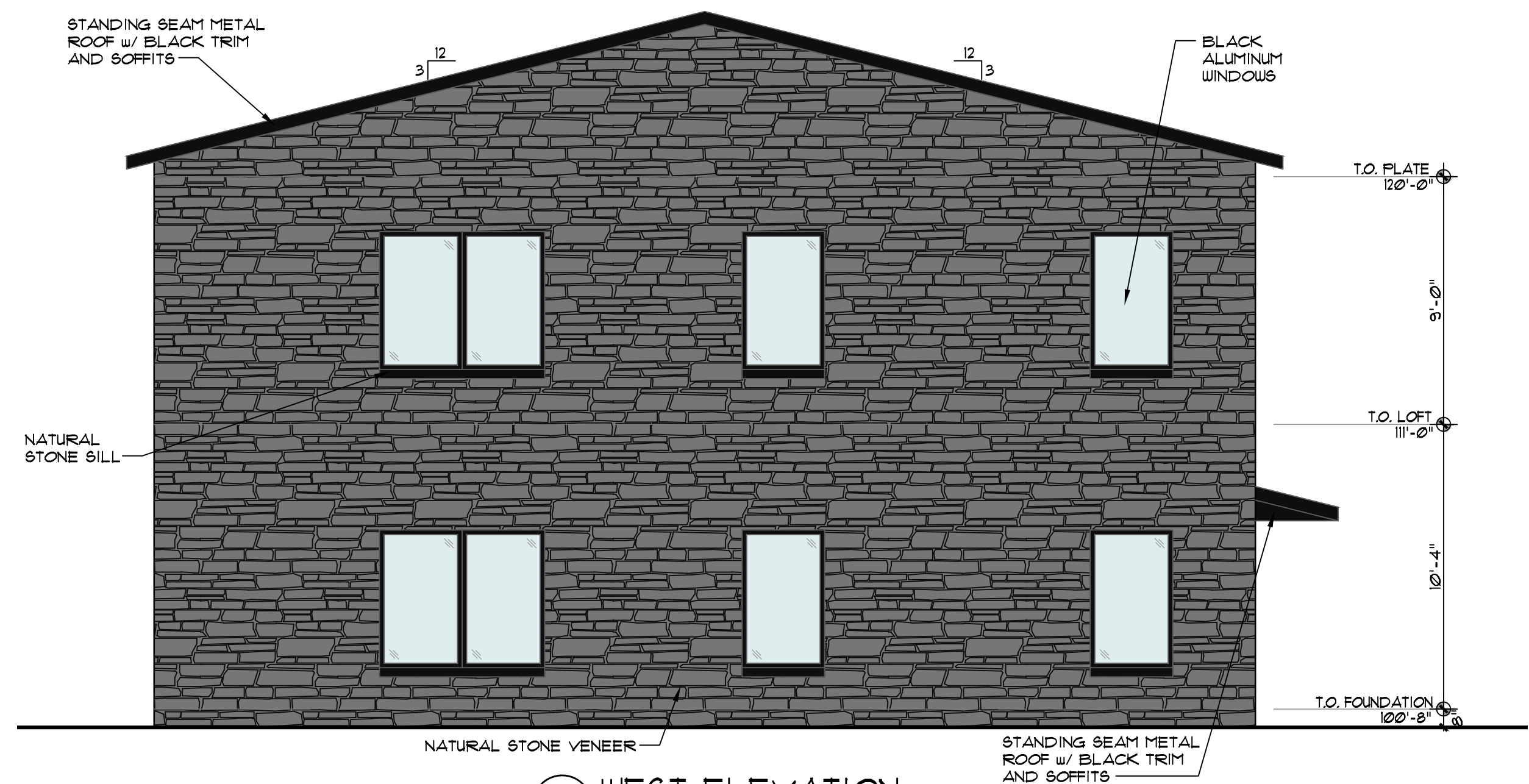
1 NORTH ELEVATION
SCALE: 1/4"=1'-0"



2 SOUTH ELEVATION
SCALE: 1/4"=1'-0"



3 EAST ELEVATION
SCALE: 1/4"=1'-0"



4 WEST ELEVATION
SCALE: 1/4"=1'-0"

STEPHEN J. HOLLANDER
MO Architect No. A-6126

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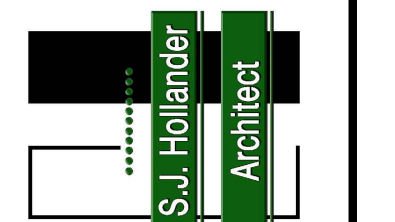
© 2026 S.J. HOLLANDER
ARCHITECT

New Building for:
River Pools
2040 Exchange Drive
St. Charles, MO 63303

PROJECT NO.
226018

REVISIONS		
NO.	DATE	ITEM

S.J. Hollander Architect
Stephen J. Hollander, AIA
519 First Capitol Drive
St. Charles, Missouri 63301
Phone (636) 947-4140
Missouri Architectural Corporation #000801



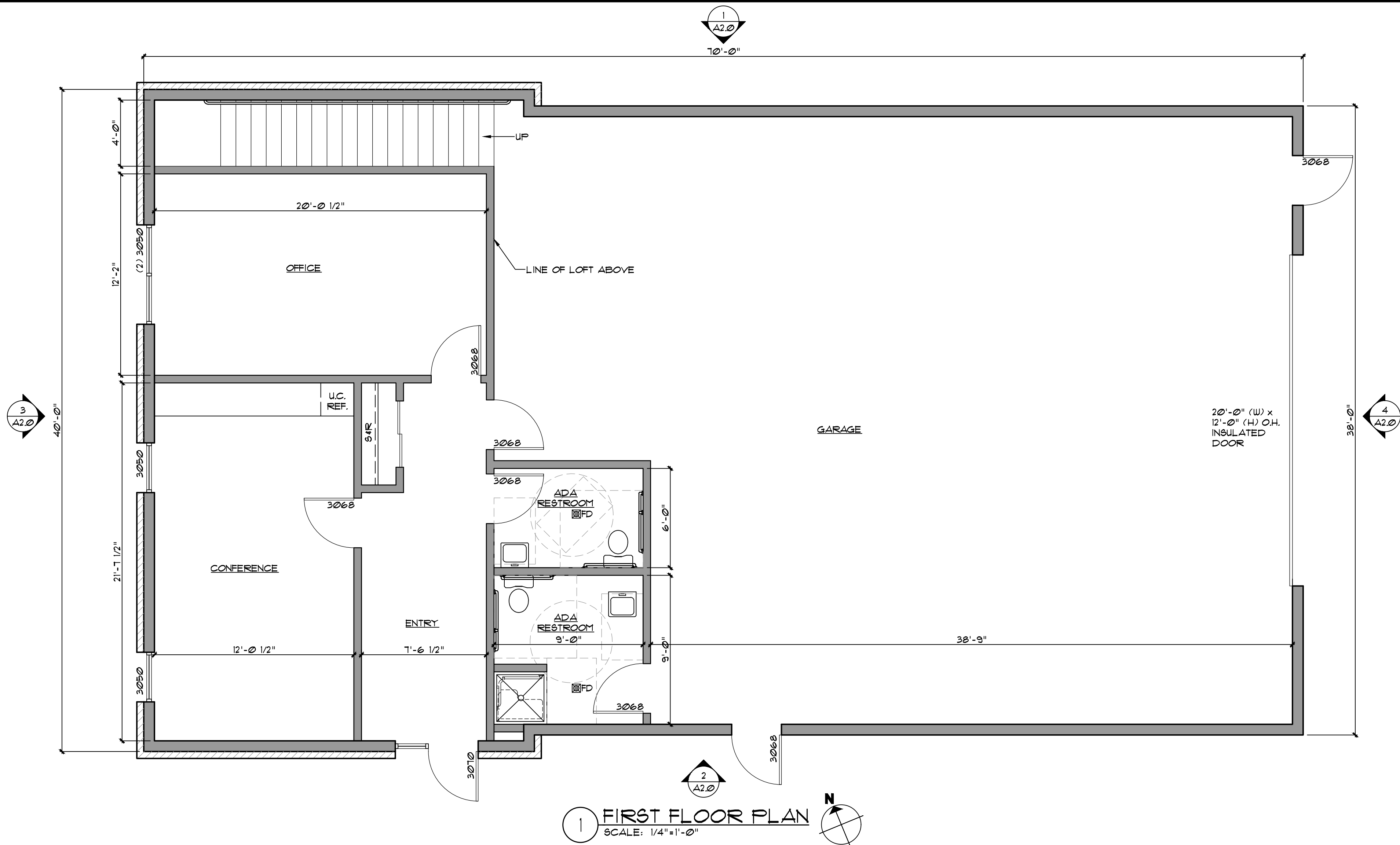
DATE
April 7, 2026

SHEET TITLE
Exterior Elevations

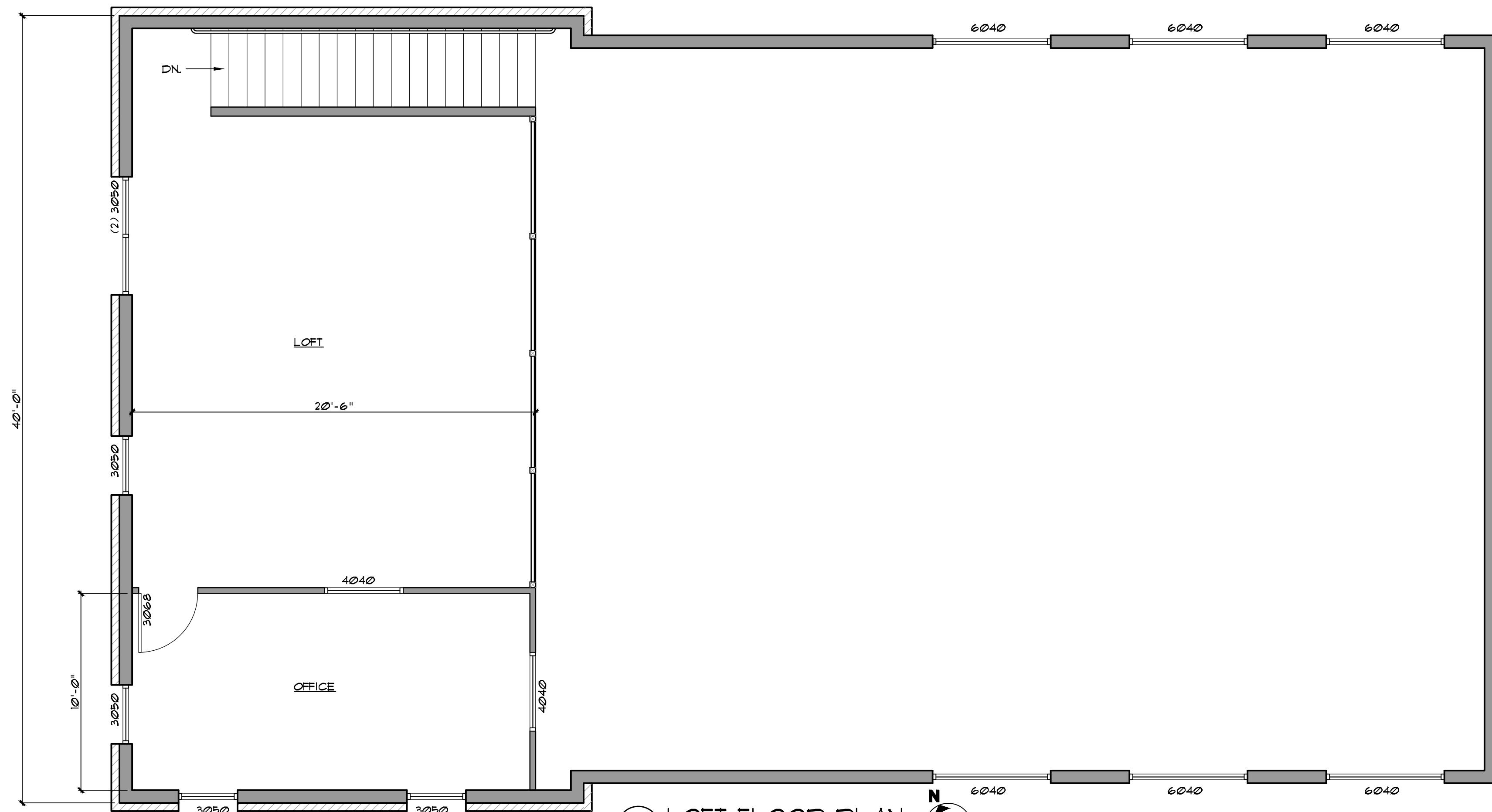
SHEET NO.

A2.0

Progress Print 4-7-2026



1 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



2 LOFT FLOOR PLAN
SCALE: 1/4"=1'-0"

Progress Print 4-7-2026

STEPHEN J. HOLLANDER
MO Architect No. A-6126

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ARCHITECT

New Building for:
River Pools
2040 Exchange Drive
St. Charles, MO 63303

PROJECT NO.
226018

REVISIONS		
NO.	DATE	ITEM

S.J. Hollander Architect
Stephen J. Hollander, AIA
519 First Capitol Drive
St. Charles, Missouri 63301
Phone (636) 947-4140
Missouri Architectural Corporation #000801



DATE
April 7, 2026

SHEET TITLE
Floor Plans

SHEET NO.

A1.0



AGENDA ITEM #7

STAFF REPORT

SP-2025-10

2040 EXCHANGE DRIVE

SITE DEVELOPMENT – NEW STRUCTURE

NOVEMBER 10, 2025

BY LARA BERRY

APPLICANT:	Bax Engineering Cliff Heitmann 221 Point West Blvd. St. Charles, Missouri 63301
OWNER:	Gerald L Hoffman & Beverly A Hoffman Revoc. Trust 2731 McClay Road St. Charles, Missouri 63303
ADDRESS/LOCATION:	2040 Exchange Drive Ward 4
LOT SIZE:	0.74 acres (32,242.07 Square Feet)
EXISTING ZONING:	I-1 Light Industrial District
PROPOSED USE:	Office & Workshop with Outdoor Storage

REQUEST

The applicant has submitted a Site Plan application for the development of a vacant lot at 2040 Exchange Drive, proposing the construction of a 2,800 square foot commercial building with an approximately 3,200 square foot accessory outdoor storage area. The intended user, River Pools, plans to utilize the building for office space, a conference room, and a workshop area where new pool liners will be customized before installation. The site plan also includes a parking lot and an outdoor storage area enclosed with a sight-proof fence. According to the applicant, new pool liners up to sixteen (16) feet in width and forty (40) feet in length will be stored within the screened outdoor area.

Also according to the applicant, no large equipment will be stored on site; however, occasionally there will be a crane to lift the pools from the truck to the storage area. The crane will be temporarily located in the striped area, next to the screened storage.

SITE PLAN ANALYSIS

Building Materials/Elevations

The proposed building is oriented with its primary entrance facing south toward the parking lot, away from street frontage. The applicant submitted elevations displaying the materials of the buildings which are included in this packet. As submitted, the structure does not meet the 100% masonry requirement of the Architectural Design Standards. The majority of the exterior consists of steel siding, with natural stone veneer proposed only on the building elevations with street frontage. Along the western elevation (Exchange Drive), the stone treatment extends up to ten (10) feet in height, while the northern elevation (Lee Ann Court) includes only a three (3) foot stone wainscot.



Figure 1: Building Elevations

The Purpose Statement of the Architectural Design Standards (Section 400.965) states:

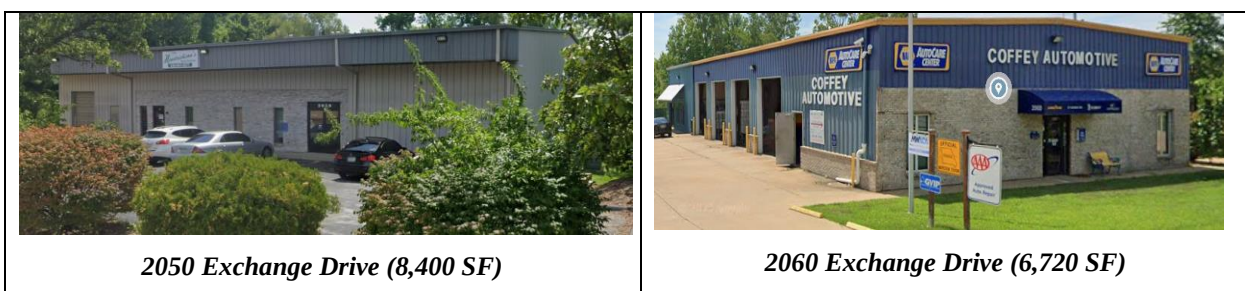
“The purpose of these architectural and design standards is to ensure the highest quality and most aesthetically pleasing development in all areas of the City. Redevelopment and new development in the City reflects on the image of St. Charles and it is crucial that new structures and rehabilitation or additions to old structures adhere to a higher standard to reflect positively on the City's progressive attitude toward its future. These standards are not intended to restrict imagination or variety, but rather to assist in focusing on a design which results in an architectural style that creates a signature appearance that is distinctly St. Charles.”

Per City Code, other non-masonry exterior finish materials can be considered as accent materials and shall be limited to a maximum area of twenty-five percent (25%) of all exterior wall surfaces excluding windows and doors.

Beyond the accent material exception above, the Code provides additional exceptions to the masonry standard based on the Building Code use group, the structure's square footage, and the degree to which the design is cohesive with surrounding development. The minimum building size eligible for such an exception is 7,500 square feet (see Table 1 on Page 4). While there are structures nearby that incorporate similar metal siding with face brick or stone along street frontages, staff notes that those buildings generally exceed 6,000 square feet in size. Buildings within this development area that are comparable in size to the proposed structure (2,000–3,000 square feet) are more compliant (if not fully compliant) with the masonry requirement, including the approximately 10,000 square foot office building directly across the street at 100 Lee Ann Court.



Figures 2-5: Surrounding buildings of comparable size.



Figures 6-7: Surrounding buildings over 6,500 SF.



Figures 8-9: Surrounding buildings over 10,000 SF.

Although the proposed building does not meet the 100% masonry standard, staff encourages further discussion by the Commission regarding the proposed materials and their proportional use. The Commission has authority to grant exceptions to the standards when good cause is demonstrated. **However, based on the elevations submitted, staff recommends that the horizontal siding proposed on the eastern and southern elevations be replaced with the natural stone veneer to increase overall compliance with the masonry standard. Staff further recommends increasing the height of the stone wainscot by approximately one (1) additional foot to provide a more cohesive exterior treatment.**

Staff's recommendation of additional masonry is consistent with similar projects the Planning & Zoning Commission has recently considered for new construction; therefore, staff has provided a recommended condition of approval to address the inclusion of additional masonry veneer.

Building Code Use Group	Covered Structure Footprint Area In Square Feet	Height And/Or Stories
Assembly "A-1," "A-2," "A-3," "A-4"	11,500	50 feet and/or 2 stories
Business "B"	18,000	50 feet and/or 3 stories
Educational "E"	18,500	50 feet and/or 1 story
Factory Group "F"	14,000	50 feet and/or 2 stories
High Hazard Group "H"	7,500	50 feet and/or 1 story
Institution "I-1"	10,500	50 feet and/or 3 stories
Institution "I-2"	9,500	50 feet and/or 1 story
Institution "I-3"	7,500	50 feet and/or 2 stories
Institution "I-4"	18,500	50 feet and/or 1 story
Mercantile "M"	14,000	50 feet and/or 3 stories
Residential "R-1," "R-2," "R-4"	12,000	50 feet and/or 3 stories
Storage Group "S"	14,000	50 feet and/or 3 stories
Utility and Miscellaneous Group "U"	9,000	50 feet and/or 2 stories

Table 1: Masonry exception schedule.

Site Access & Parking

As a part of the submitted site plan, two (2) new access points are proposed, located on the western side of the lot off Exchange Drive as the main entrance, and on the north side of the lot off Lee Ann Court. Staff notes that upon review of City plat records, Lee Ann Court was determined to be a private street. Parking complies with the minimum Code standard for the proposed use (7 parking spaces required with 7 provided), including one (1) accessible space.

Buffers, Landscaping & Setbacks

Per the I-1 Light Industrial District Design Standards, the following setbacks and buffers also apply to this property:

- 1) No part of any building, accessory structure or sign shall be located closer than one hundred (100) feet to any residential district boundary.
- 2) The rear yard setback is zero (0) feet, except fifty (50) feet adjoining residential district.
- 3) Where an "I-1" zoning district directly adjoins a residential zoning district or is located across a public street or alley from a residential zoning district, a landscaped greenbelt at least fifty (50) feet in width shall be provided and maintained along the appropriate property line by the users of the "I-1" property. The open area shall be planted with trees and shrubs.

On the southern tip of this semi pie-shaped lot, the property adjoins a residential zoning district. Compliant with the requirements above, the site plan depicts a one hundred (100) foot buffer that is heavily vegetated with an existing treeline and no proposed structures.

As previously mentioned in this report, Lee Ann Court is a private drive with the northern property line of the subject site located down the centerline of that street. Because of this, the required front yard is essentially reduced from 35 feet to 20.5 feet. While the property line is in the center of the street, there is still room for the required plantings. The planting schedule shown on the Landscaping Plan is compliant with the number of plantings and the landscaping will be provided with underground irrigation.

Lighting

Lighting details have not been provided with this submittal, which is not uncommon at this stage since the fixtures proposed at the Site Plan stage are sometimes not available prior to construction documents. Upon submittal of a building permit, staff will review and verify the proposed lighting (via cut sheets and a photometric plan) is compliant with City Code. Staff has provided a recommended condition of approval to address the site lighting.

Screening

In addition to the landscaping buffer previously discussed in this report, the applicant is proposing screening for the outdoor storage area, dumpster, and grade-level mechanical equipment. The proposed screening of the storage area and the trash dumpster will be a six (6) foot vinyl privacy fence. While the Architectural Standards require refuse and waste removal storage areas shall be screened with minimum six (6) foot high masonry walls with gates, the Code also allows the City to consider alternative materials if the primary building on the property has a ground floor area less than ten thousand (10,000) square feet. Given the proposed location of the dumpster enclosure, towards the rear of the property, staff is supportive of the proposed vinyl fencing material.

Staff notes the air-conditioning unit may be visible from Lee Ann Ct. and will require screening. As proposed, the site plan depicts shrubs to provide screening of the unit; however, staff will verify compliance with mechanical screening requirements upon building permit submittal since the size of the mechanical equipment is unknown at this stage.

STAFF RECOMMENDATION

After reviewing the Site Plan, the City's Zoning Ordinance, and surrounding development patterns, staff finds the proposal consistent with the design objectives of the Code. The Department of Community Development recommends approval of the Site Plan, subject to the following conditions:

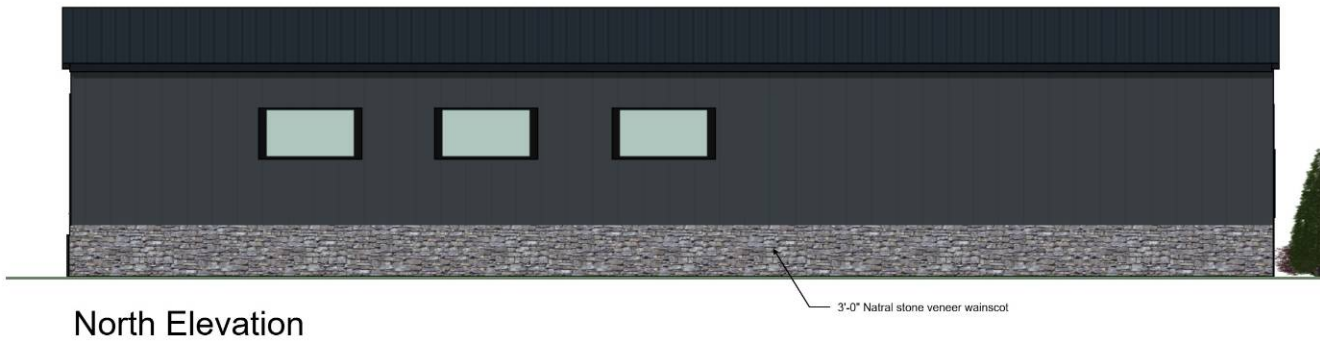
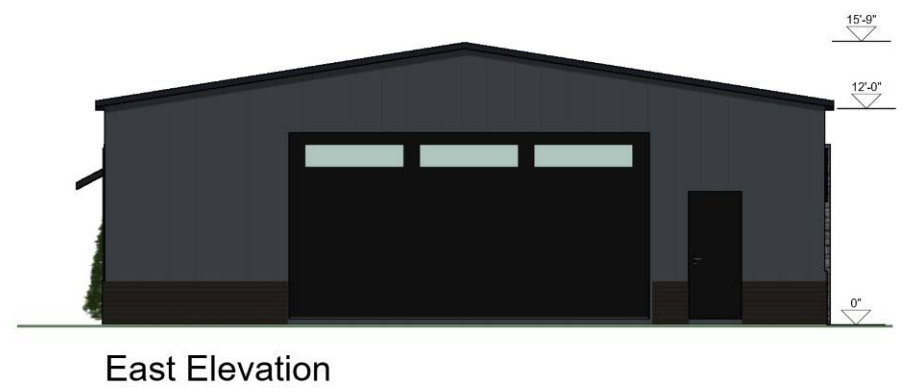
1. Replace the proposed horizontal siding on the eastern and southern elevations with the natural stone veneer and increasing the height of the stone wainscot by approximately one (1) additional foot.
2. Final review of the proposed lighting and photometric plan will be reviewed for compliance upon the submittal of a building permit.
3. Upon the submittal of a building permit, staff will verify that the landscaping will screen the height of the equipment.

Recommended Motion:

1. *Motion to approve a Site Plan for SP-2025-10, subject to the conditions recommended by staff.*



Figure 8: Aerial photo of the proposed parcel for improvements.

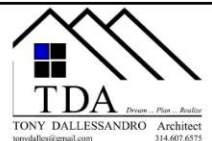


River Pools

Lee Ann Court

Saint Charles MO 63303

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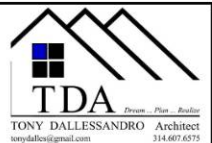


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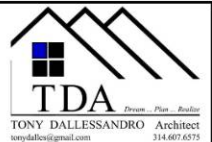


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Floor Plan

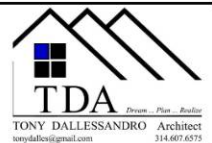


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AGENDA ITEM #14

Memorandum

To: Planning & Zoning Commission

From: Lara Berry, Planner

Date: April 8, 2026

Subject: Z-2026-08 – Withdrawn by Applicant

This application has been withdrawn by the applicant. No further action is required by the Commission.