



PLANNING AND ZONING COMMISSION

AGENDA FOR REGULAR MEETING

June 8, 2026

PLANNING AND ZONING COMMISSION:

Shawn Luesse, Chair
Julie Bartch, Vice-Chair
Dan Borgmeyer, Mayor
Steve Hollander, 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, June 8, 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
2. Secretary Election
3. Roll Call.
4. The Pledge of Allegiance.
5. Approve the minutes of the May 11, 2026 Planning and Zoning Commission meeting.

PUBLIC HEARING: Rezoning

6. Case No. Z-2026-13. (Mike Burkhart – 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. ***The applicant is requesting that this item be TABLED to the July 13, 2026 Planning and Zoning Commission meeting.***

PUBLIC HEARING: Planned Development Amendment

7. Case No. PDA-2026-03. (Shockley Commercial) An application for an amendment to the 370 Corporate Center Planned Development – Industrial District (Ord #26-18), specifically to add a new land use to be titled as “parking lots not accessory to a primary use” and to add an additional lot to the development. The subject properties are zoned PD-I Planned Development – Industrial District and located in Ward 1.

PUBLIC HEARING: Conditional Use

8. Case No. CU-2026-15. (The Bee Garden Center, LLC – Greg Stinson) An application for a Conditional Use Permit per §400.480 for a temporary retail sales use (seasonal garden/produce, and food trucks) within the C-1 Neighborhood Business District located at 749 S Duchesne Drive. The subject property is located in Ward 9. ***The applicant is requesting that this item be TABLED to the July 13, 2026 Planning and Zoning Commission meeting.***

PUBLIC HEARING: Conditional Use

9. Case No. CU-2021-20. (Kenneth Reilly – Gimme Golf Club) An application to expand a Conditional Use Permit per §400.270(C)(1) for liquor sales associated with a permitted indoor recreation use within the CBD/EHP Central Business District within the Extended Historic Preservation District located at 425 Clark Street. The subject property is located in Ward 1.

PUBLIC HEARING: Conditional Use

10. Case No. CU-2026-13. (Kenneth Reilly – Gimme Golf Club) An application for a Conditional Use Permit per § 400.480 for a temporary retail sales (food truck) use within the CBD/EHP Central Business District within the Extended Historic Preservation District located at 425 Clark Street. The subject property is located in Ward 1.

PUBLIC HEARING: Conditional Use

11. Case No. CU-2026-14. (Joshua King – Blazing Aviation LLC) An application for a Conditional Use Permit per §400.320(C)(1)(a) for the handling/storage of petroleum product accessory to an office/warehouse establishment within the “I-2/WHP” Heavy Industrial District and within the Wellhead Protection District. The subject property is located at 101 Skinner Industrial Drive. The subject property is located in Ward 8.

PUBLIC HEARING: Conditional Use

12. Case No. CU-2026-16. (Joshua Hausgen – Scapegoats Bar & Grill) An application for a Conditional Use Permit per §400.250(C)(1) for liquor sales associated with a permitted restaurant use within the I-2/WHPD Heavy Industrial District within the Wellhead Protection District located at 3833 Elm Street. The subject property is located in Ward 7.

PUBLIC HEARING: Conditional Use

13. Case No. CU-2026-17. (Rhonda Lytle – Brickstone Kitchen LLC.) An application for a Conditional Use Permit per §400.200(C)(1)(h) for Liquor Sales associated with a restaurant use within the HCD/SMPD Historic Commercial District within the South Main Preservation District, located at 720 S Main Street. The subject property is located in Ward 2.

PUBLIC HEARING: Rezoning

14. Case No. Z-2026-10. (Fox Investors, LLC) An application to rezone an approximately 2.61 acres tract of land, known as 1360 S 5th Street from C-2 General Business District to C-3 Highway Business District. The subject property is located in Ward 2. ***The applicant requested that this item be TABLED at the May 11, 2026 Planning and Zoning Commission meeting. The applicant is requesting that this item be TABLED again to the July 13, 2026 Planning and Zoning Commission meeting.***

PUBLIC HEARING: Conditional Use

15. Case No. CU-2026-12. (Tiffany Ruby – Truth Be Told Tattoos & Cosmetics) An application for a Conditional Use Permit from §400.230(C)(1)(i) for a proposed Tattoo Establishment within a proposed C-3 Highway Business District (application Z-2026-10). The property is currently zoned C-2 General Business District located at 1360 S. 5th Street. The subject property is located in Ward 2. ***The applicant requested that this item be TABLED at the May 11, 2026 Planning and Zoning Commission meeting. The applicant is requesting that this item be TABLED again to the July 13, 2026 Planning and Zoning Commission meeting.***

PUBLIC HEARING: Rezoning

16. Case No. Z-2026-14. (Larson Development, LLC) An application for the annexation and establishment of zoning of an overall 5.75-acre (more or less) tract of land located at 1704 Muegge Road, from County “R1E” Single-Family Residential District to City “R-1E” Single-Family Residential District. The subject property will be located in Ward 5 upon annexation.

PUBLIC HEARING: Rezoning

17. Case No. Z-2026-15. (Larson Development, LLC) An application to rezone an 8.39-acre (more or less) tract of land located at 1704, 1710 & 1712 Muegge Road from “R-1E” Single Family Residential District to “R-3A” Multiple-Family Residential District. The subject property is located in Ward 5.

PUBLIC HEARING: Rezoning

18. Case No. Z-2026-16. (Larson Development, LLC) An application to rezone an 8.39-acre (more or less) tract of land located at 1704, 1710 & 1712 Muegge Road from “R-3A” Multiple-Family Residential District to “PD-R” Planned Development – Residential District. The subject property is located in Ward 5.

ADMINISTRATIVE ITEMS:

19. Tattoo Establishment Text Amendment Discussion
20. Mayor Request: Recreational Vehicle Text Amendment Discussion

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 6/3/2026 at 4:30 PM MPB



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

May 11, 2026

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

MEMBERS PRESENT:

Shawn Luesse, Chairperson
Julie Bartch, Vice-Chair
Chris DeGuentz
Adriana Perrone
Tyson King
John Morgan
Mayor Dan Borgmeyer
Michael Galba, City Council Liaison

MEMBERS ABSENT:

Keith Liston

STAFF PRESENT:

John Boyer, Director of C.D.
Lara Berry, Planner
Madelyn P. Brown, Planner

A regular meeting of the St. Charles Planning and Zoning Commission was held on **Monday, May 11, 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. Those in attendance are noted above.

A motion to nominate Commissioner DeGuentz as the temporary secretary was made by Councilmember Galba. Commissioner Morgan seconded the motion. All were in favor and the motion passed.

1. Call to order and the roll.
2. The Pledge of Allegiance.
3. Approve the minutes of the April 13, 2026 Planning and Zoning Commission meeting.

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

CONSENT AGENDA

4. Case No. SP-2025-04. (Justin Coffman – PM Design) An application to amend the Site Plan for a proposed site improvement (a stand-alone canopy) associated with a Secondhand Sales (thrift store) use within the C-2 General Business District located at 1690 Country Club Plaza Drive. The subject property is located in Ward 4.
Commissioner Morgan made a motion to approve the Consent Agenda. Vice-Chair Bartch seconded the motion. All were in favor.

Councilmember Galba stepped away from the dais.

PUBLIC HEARING: Conditional Use

5. Case No. CU-2026-11. (SuperTarget Liquor of Missouri, Inc.) An application for a Conditional Use Permit per §400.230(C)(1)(a) for Liquor Sales associated with a retail use within the “C-3” Highway Business District, located at 3881 Mexico Road. The subject property is located in Ward 6.

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. Vice-Chair Bartch made a motion to close the public hearing. Mayor Borgmeyer seconded the motion. All were in favor and the public hearing closed.

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

1. This conditional use permit for a liquor sales associated with a retail use is issued to the applicant (SuperTarget Liquor of Missouri, Inc) and business (Target) only for the property located at 3881 Mexico Road 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 retail use.
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.

Vice-Chair Bartch seconded the motion.

A roll call vote was taken with the following results: Aye: Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone; No: None; Abstain: None; Absent: Galba, Liston.

The Conditional Use application will be forwarded to the City Council with a favorable recommendation at their June 2, 2026 meeting.

PUBLIC HEARING: Rezoning

6. Case No. Z-2026-10. (Fox Investors, LLC) An application to rezone an approximately 2.61 acres tract of land, known as 1360 S 5th Street from C-2 General Business District to C-3 Highway Business District. The subject property is located in Ward 2. ***The applicant has requested that this item be TABLED until the June 8, 2026 Planning and Zoning Commission meeting.***

Commissioner DeGuentz made a motion to TABLE the item to the June 8, 2026 Commission meeting. Commissioner Morgan seconded the motion. All were in favor.

PUBLIC HEARING: Conditional Use

7. Case No. CU-2026-12. (Tiffany Ruby – Truth Be Told Tattoos & Cosmetics) An application for a Conditional Use Permit from §400.230(C)(1)(i) for a proposed Tattoo Establishment within a proposed C-3 Highway Business District (application Z-2026-10). The property is currently zoned C-2 General Business District located at 1360 S. 5th Street. The subject property is located in Ward 2. ***The applicant has requested that this item be TABLED until the June 8, 2026 Planning and Zoning Commission meeting.***

Councilmember Galba returned to the dais.

Commissioner DeGuentz made a motion to TABLE the item to the June 8, 2026 Commission meeting. Vice-Chair Bartch seconded the motion. All were in favor.

PUBLIC HEARING: Rezoning

8. Case No. Z-2026-09. (Scott Runde – SWT Design) An application to establish the zoning for a 97.38 acre tract of land located at 2451 Hwy B, to the City of St. Charles “A” Agricultural District. The subject property is located in Ward 8.

SITE PLAN

9. Case No. SP-2026-06. (Scott Runde – SWT Design) A Site Plan application for the first phase of a new City park (Legacy Farms Park). The subject property is located at 2451 Hwy B, within the proposed City of St. Charles “A” Agricultural District. The subject property is located in Ward 8.

Planner Brown provided the Commission with an overview of rezoning and site plan request. The applicant addressed the Commission. The public hearing for the application opened with no speakers from the public. Vice-Chair Bartch made a motion to close the public hearing. Commissioner DeGuentz seconded the motion. All were in favor and the public hearing closed.

Councilmember Galba motioned to forward the Rezoning application, as submitted. Commissioner King seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

The Rezoning application will be forwarded to the City Council with a favorable recommendation at their May 5, 2026 meeting.

Mayor Borgmeyer motioned to approve the Site Plan application, with the following conditions:

- 1. Site Plan shall be null and void if the establishment of zoning (Z-2026-09) is not approved by the City Council.**
- 2. A photometric plan shall be provided upon application for building permits.**

Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

The Site Plan application was approved (8 in favor, 0 opposed).

PUBLIC HEARING: Conditional Use

10. Case No. CU-2026-10. (Bob Byrne – Truman Blvd. Investments, LLC) An application for a Conditional Use Permit per §400.240(C)(1)(a) for an outdoor storage use (trailer and container storage) within the “I-1” Light Industrial District, located at 3150 Harry S Truman Blvd and 3200 Truman Industrial Blvd. The subject property is located in Ward 6.

SITE PLAN

11. Case No. SP-2026-05. (Bob Byrne – Truman Blvd. Investments, LLC) A Site Plan application for an outdoor storage facility for trailers and containers, including an associated office building, located at 3150 Harry S Truman Blvd and 3200 Truman Industrial Blvd. The property is zoned I-1 Light Industrial District and is located in Ward 6.

Planner Brown provided the Commission with an overview of the conditional use and site plan request. The applicant addressed the Commission. The public hearing for the application opened with no speakers from the public. Vice- Commissioner DeGuentz made a motion to close the public hearing. Vice-Chair Bartch seconded the motion. All were in favor and the public hearing closed.

Vice-Chair Bartch motioned to forward the conditional use, with the following conditions:

- 1. This Conditional Use Permit for an outdoor storage use (trailer and container storage) is issued to Truman Blvd. Investments, LLC only at 3150 Harry S Truman Boulevard and 3200 Truman Industrial Boulevard and is not transferable to another location and/or applicant/tenant/business.**
- 2. Storage of trailers and containers shall only be located within the areas identified on the**

associated site plan.

3. Containers shall not be stacked more than two (2) high within the storage site.
4. A floodplain development permit shall be submitted with the Improvement Plans.
5. In the event a flood warning is issued for the area, all trailers will need to be removed immediately from areas within the floodplain.
6. 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.

Commissioner DeGuentz seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

The Conditional Use application will be forwarded to the City Council with a favorable recommendation at their June 2, 2026 meeting.

Commissioner DeGuentz made a motion to add a condition that the fence shall be installed along the one hundred (100) foot return of the right-of-way. Councilmember Galab seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, DeGuentz, King, Perrone, Galba; **No:** Morgan; **Abstain:** None; **Absent:** Liston.*

Commissioner DeGuentz made a motion to add a condition that the exception from the masonry standard is only applicable to the building presented in association with the site plan. Councilmember Galab seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

Councilmember Galba motioned to approve the Site Plan application, with the following conditions, as amended:

3. **Site Plan shall be null and void if the Conditional Use (CU-2026-10) is not approved by the City Council.**
4. **A photometric plan shall be provided upon application for building permits.**
5. **A plat consolidating at 3150 Harry S Truman Boulevard and 3200 Truman Industrial Boulevard shall be approved prior to issuance of building permits.**
6. **A fence (chain-link or otherwise) shall be installed along the one hundred (100) foot return of the right-of-way**
7. **The masonry standard is only applicable to the building presented in association with the site plan**

Vice-Chair Bartch seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

The Site Plan application was approved (8 in favor, 0 opposed).

SITE PLAN

12. **Case No. SP-2025-09.** (Larry Walker – Bax Engineering) An application to amend a previously approved site plan for a manufacturing building from 23,800 square feet to 65,000 square feet (more or less) for Trinity Products, located at 2001 Truman Industrial Boulevard. The subject property is located in Ward 6.

Planner Berry provided the Commission with an overview of the site plan request. The applicant addressed the Commission.

Vice- Chair Bartch motioned to approve the site plan application, with the following conditions:

1. Approval of this Site Plan is subject to compliance with all applicable requirements of the City of St. Charles Zoning Ordinance and Building Code.
2. This Site Plan shall supersede all previously approved site plans for SP-2022-14 upon approval.
3. All drive aisles depicted on the site plan shall be constructed with approved paving materials in compliance with City Code and maintained in a condition that preserves their structural integrity for industrial use. This requirement shall also apply to any future drive aisles that may be added to the site subsequent to approval of this site plan. Maintenance of all paved drive aisles shall be the responsibility of the property owner to ensure continued compliance with City property maintenance standards.
4. A floodplain development permit and an elevation certificate (both pre- and post-construction) shall be required for the new structure.
5. Prior to the issuance of a building permit for the proposed structure, confirmation that proposed work will be compliant with the I-2 Performance Standards (noise) shall be documented.
6. Approval from the City's Fire Marshal shall be documented prior to approval of a building permit.
7. A building permit for the proposed structure shall not be issued until all required paving improvements at the applicant's existing facility located at 3251 Harry S Truman Boulevard have been completed in compliance with its approved site plan and City Code.

Commissioner Morgan seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Galba; **No:** None; **Abstain:** None; **Absent:** Liston.*

The Site Plan application was approved (8 in favor, 0 opposed).

CONDITIONAL USE EXTENSION

13. Case No. CU-2025-09. (Side Project Brewing - Cory King) A request to grant a twelve (12) month extension for a Conditional Use approval for liquor sales and a microbrewery use. The subject property is located at 1001 and 1005 N 2nd Street, in Ward 1.

Planner Brown provided the Commission with an overview of the conditional use extension request.

Mayor Borgmeyer motioned to approve the conditional use extension request. Vice-Chair Bartch seconded the motion.

*A roll call vote was taken with the following results: **Aye:** Luesse, Bartch, Palitzsch, Borgmeyer, Morgan, DeGuentz, King, Perrone, Liston, Galba; **No:** None; **Abstain:** None; **Absent:** none.*

The Conditional Use extension of twelve (12) months was approved.

ADMINISTRATIVE ITEMS:

14. Recreational Vehicle Text Amendment Discussion.

Planner Brown provided the Commission with the potential of a proposed text amendment to permit recreational vehicle storage/sales within the C-2 General Business district, subject to conditional use approval.

Following discussion, the Planning and Zoning Commission indicated that it did not support a proposed text amendment and directed Staff not to pursue the amendment further.

Adjournment

*The next regular meeting of the Planning and Zoning Commission is scheduled for **May 11, 2026.***

Vice-Chair Bartch made a motion to adjourn the meeting. Mayor Borgmeyer seconded the motion. All were in favor. The meeting adjourned at 7:15 p.m.

SECRETARY

DATE



AGENDA ITEM #6

Memorandum

To: Planning & Zoning Commission

From: Lara Berry, Planner

Date: June 2, 2026

Subject: Z-2026-13 – Request to Table

The applicant has requested to **TABLE** these applications to the July 13, 2026 Planning & Zoning Commission meeting. The applicant will redesign the project to account for a failed Board of Adjustment request to reduce parking. Additionally, they would like time to address public concerns discussed at that meeting.



AGENDA ITEM #7

**STAFF REPORT
PD-I PLANNED DEVELOPMENT
INDUSTRIAL DISTRICT – TEXT AMENDMENT
370 CORPORATE CENTER**

**JUNE 8, 2026
BY MADELYN P. BROWN**

<i>APPLICANT/OWNER:</i>	Shockley Commercial 501 Capitol Drive, Suite 5 St. Charles MO 63301
<i>ADDRESS/LOCATION:</i>	370 Corporate Center Planned Development Ward 1
<i>ACRES:</i>	Approximately 43.72 Acres (overall)
<i>EXISTING ZONING:</i>	PD-I Planned Development Industrial District
<i>PROPOSED USE:</i>	Major Amendment to an Existing PD – proposal to add a new land use to be titled as “parking lots not accessory to a primary use” and to add an additional lot to the development

SUMMARY OF REQUEST

The applicant has submitted an application for two (2) amendments to the existing 370 Corporate Center Planned Development – Industrial District. The first proposed amendment is to add a new land use titled “parking lots not accessory to a primary use”. The second proposed amendment is to add an additional lot to the development. The applicant is proposing this land use and additional lot for the purpose of permitting a new lot with an independent parking lot use within the district, specifically at lot 5B of 370 Corporate Center; however, the amendment would potentially permit this land use at any location within the 370 Corporate Center Planned Development (see the limits of development on Figure 1 on page 2 of this report). This request is specific to the added land use and additional lot, with no additional amendments to the Planned Development proposed.



Figure 1: Aerial Photo depicting the 370 Corporate Center development.

BACKGROUND

PD-I Background

The 370 Corporate Center development consists of eleven (11) legal lots and a total of nine (9) buildings, with the most recent building at 500 Corporate Hills Drive constructed in 2025. Originally, the development was zoned OBP (Office Business District), which permitted various commercial and light industrial uses by right. In November 2010, OBP was removed from the Zoning Code as a district. The subject development was the only development with an OBP zoning designation within the City at the time of its removal. According to a staff report from February 2011, the City of St. Charles proposed that the defunct zoning district be replaced with PD-I (Planned Development Industrial District), as it was the most appropriate and could be narrowly tailored to mimic the previous districts uses and design standards. All permitted uses,

architectural/design standards, and performance standards for the OBP were transferred to the PD-I ordinance for the 370 Corporate Center (Ord. #11-45), with the only change at that time to permitted uses being the addition of manufacturing of aircraft parts.

In January 2026, an application was submitted by Hummert International to permit a new by right land use titled “interior manufacturing and processing of soil.” The proposed text amendment received a favorable recommendation from the Planning and Zoning Commission and was approved by the City Council at the February 17, 2026 meeting through Ord. #26-18.

20 Little Hills Expressway Background

In August of 2025, a preliminary plat was submitted for the purpose of subdividing 20 Little Hills Expressway into two (2) separate lots. The property contained an office building along the Little Hills Expressway frontage with an associated parking lot, as well as an additional parking area located on the north side of the property with independent access from Corporate Hills Drive. The purpose of the preliminary plat request was to divide the jointly owned properties into separate lots as part of the owners' asset division. Staff informed the applicant that the preliminary plat could not be processed because a standalone parking lot use (without a primary structure) is not listed as an available land use within the PD-I District and, therefore, is prohibited. As proposed, the lot split would have created a prohibited land use in violation of the Planned Development Ordinance. Staff identified the following paths forward: either demolish the parking lot or amend the Planned Development to allow the standalone parking lot use. Staff suggested demolition of the parking lot.

Staff did not hear further from the applicant and it was later discovered that the property had been split by deed rather than through the required platting process, which is not compliant with City procedures. Staff has now been reapproached by the applicant to process the subject amendment request to remedy the existing violation.

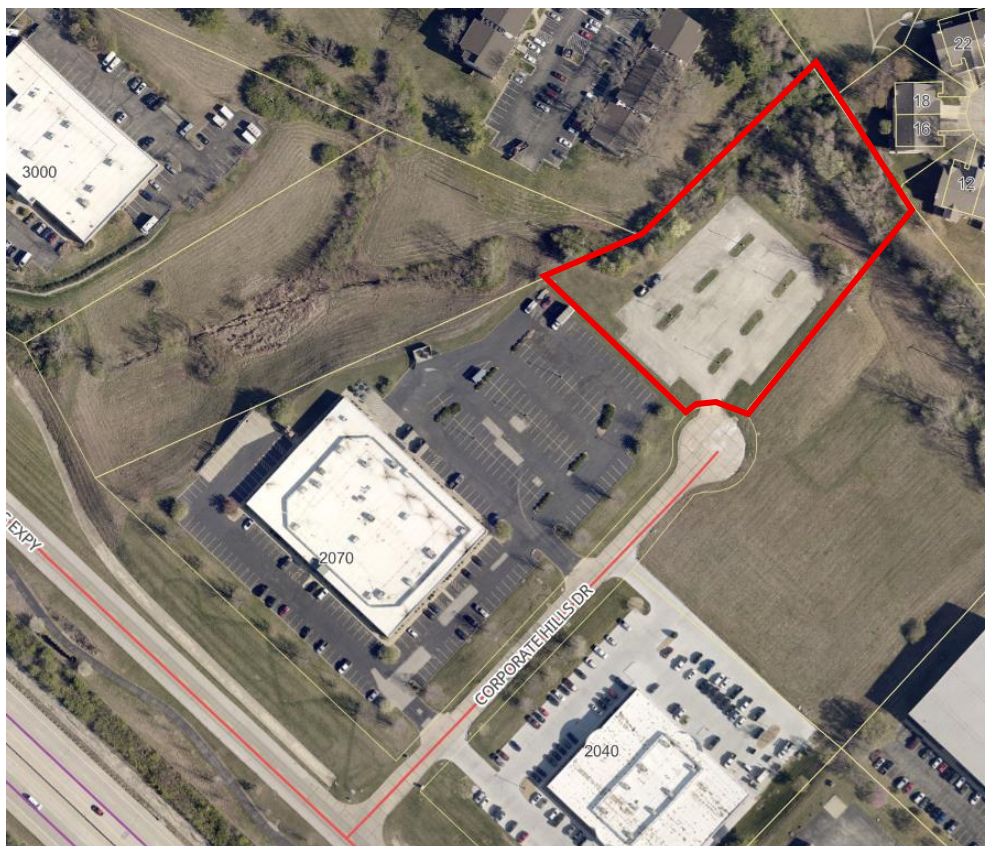


Figure 2: Aerial Photo depicting 20 Little Hills Expressway.

STAFF ANALYSIS

As discussed above, the applicant is proposing the addition of “parking lots not accessory to a primary use” as a permitted use within the 370 Corporate Center PD-I. Pursuant to the City of St. Charles Zoning Code, the proposed use is first identified in the C-1 Neighborhood Business District and is permitted in all higher-intensity zoning districts through the Industrial districts. However, the land use may only be implemented on a case by case basis through the approval of a Conditional Use Permit.

Currently, the PD-I permits various uses that are permitted by right within the I-1 (Light Industrial) and I-2 (Heavy Industrial) Districts only. By comparison, the proposed standalone parking lot use is permitted through Conditional Use approval beginning in the lowest-intensity non-residential zoning district and throughout all other more intense zoning districts. However, upon review of the 370 Corporate Center PD-I, the standalone parking lot use may not represent the highest and best use within the district, especially for a lot adjacent to both the highway and residences.

Given the location of the subject lot (20 Little Hills Expressway) in relation to the I-370 corridor and its proximity to residential property, a standalone parking lot may not be the most appropriate long-term use of that particular site. While the use may be suitable on some properties within the district, the subject lot's location would warrant additional consideration of whether the proposed use is appropriate.

To show consistency with the City of St. Charles Zoning Code, staff is favorable toward allowing the proposed land use, “parking lots not accessory to a primary use”, within the PD-I; however, staff is recommending that the use only be permitted through the approval of a Conditional Use Permit. The Conditional Use requirement will allow the land use to be evaluated on an individual, site-specific basis, as the use may not be appropriate for every lot in the district, and additional conditions may be placed on the approval to mitigate any potential negative impact. This includes inappropriate uses of the lot, such as storage, dumping, or private vehicle sales. That being said, the subject lot would not be permitted a standalone parking lot use without the approval of a separate Conditional Use permit, contingent on the approval of this proposed text amendment.

Additionally, staff is supportive of the proposed additional lot, as the proposed lot already appears to be separated through independent access; however, the creation of the lot should only occur in conjunction with establishing a compliant standalone parking lot or its demolition if the use is not approved within the district.

However, the final determination is left to the purview of the Planning and Zoning Commission.

PD-I Proposed Amendment

The following text amendment to the PD-I will read as follows:

- A. Permitted Uses. The list of permitted uses within the 370 Corporate Center PD-I District shall be amended to include the following additional land use:
 - 1) Parking lots not accessory to a primary use, subject to Conditional Use approval.

CONCLUSION

In summary, the proposed text amendment to the 370 Corporate Center PD-I accomplishes the following:

- Add “parking lots not accessory to a primary use” as a permitted land use, subject to Conditional Use approval within the PD-I.
- Add an additional lot to the district.
- Allow the use at any property within the 370 Corporate Center Planned Development, subject to applicable approval and permitting requirements.
- Maintain the existing development standards and performance standards of the PD-I district.

The proposed text amendment would not accomplish the following:

- Approve a specific site plan.
- Modify existing development standards, architectural requirements, or performance standards of the PD-I district.
- Exempt any future development or business from required site plan review, Conditional Use Permit approval, or any other applicable City approvals.

Staff Recommendation

Staff recommends approval of the proposed text amendment as submitted.

Recommended Motion

Motion to forward a recommendation of approval to City Council for application PDA-2026-03 as submitted.



ENGINEERING
PLANNING
SURVEYING

May 5, 2026

Madelyn P. Brown - Planner
City of St. Charles
Community Development
200 North Second Street
St. Charles, MO 63301

Application to amend a PD District – 370 Corporate Center

Dear Ms. Brown,

The following is a project narrative that will provide details on the proposal to amend the existing PD-I for the 370 Corporate Center.

The existing building located at 2070 Little Hills Expressway was constructed during 1998 along with the required parking lot adjacent to the building. Through the years the building was leased and during the year 2003, the lessee required additional parking to meet their staffing needs. At that time, an additional parking lot was permitted through the city to meet those needs as well as meet city code requirements. As recently as last year, our client purchased this standalone parking lot from the previous landowner and the deed for this was recorded. Our client's intention is that in the future this lot will have a building and parking lot like the surrounding park that would comply with planning and zoning codes. They wish to not have this lot demolished as it may still be used by the current onsite user. The proposal to amend the current PD-I district would present a use where a standalone parking lot will then be an allowed use within the park and still allow the division of Lot 5 to match its current recorded state as two separate lots. We understand that both a conditional use permit and a record plat will also be required once the amended planned development district is approved for such use.

Sincerely,

Steve Rolwes

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



ENGINEERING

PLANNING

SURVEYING

Legal Description

A tract of land being part of Lot 5 of 370 CORPORATE CENTER PLAT ONE, A subdivision according to a plat thereof recorded in Plat Book 35 pages 324 and 325 of the St. Charles County Records, in Township 47 North, Range 5 East of the Fifth Principal Meridian, St. Charles County, Missouri, and being more particularly described as follows: BEGINNING at the Northeast corner of Lot 5 of said "370 Corporate Center Plat One", thence along the south line of said Lot 5, South 39 degrees 26 minutes 44 seconds West, 318.48 feet to the Northern right of way line of Corporate Hills Drive (50 feet wide); thence along said Northern right-of-way line, along a curve to the left whose chord bears North 89 degrees 01 minutes 34 seconds West, 67.19 feet and whose radius point bears South 39 degrees 26 minutes 44 seconds West, 54.00 feet from the last mentioned point, an arc distance of 72.52 feet; thence North 46 degrees 45 minutes 50 seconds West, 236.58 feet to the South line of Comon Ground A of "370 Corporate Center Plat One"; thence North 66 degrees 12 minutes 30 seconds East 121.88 feet to the South line of "Fox Hill Apartments" a subdivision according to the plat thereof recorded in Plat Book 21 page 143 of said records; thence along said South line, North 45 degrees 47 minutes 02 seconds East, 290.44 feet to the West line of "County Bluff Villas" a subdivision according to the plat thereof recorded in Plat Book 33 page 336 of said records; thence along said West line, South 35 degrees 52 minutes 25 seconds East 208.52 feet to the POINT OF BEGINNING, according to calculations by Bax Engineering Company, Inc. during November 2002.

BAX ENGINEERING CO.
221 Point West Blvd.
St. Charles, MO 63301
(636) 928-5552
www.baxengineering.com

A RECORD PLAT OF
370 CORPORATE
CENTER PLAT ONE

A TRACT OF LAND BEING PART OF
LOTS 12, 13, 19 AND 20 OF BLOCK 4 OF
EVANS SURVEY OF THE ST. CHARLES COMMONS
TOWNSHIP 47 NORTH, RANGE 5 EAST
OF THE FIFTH PRINCIPAL MERIDIAN,
ST. CHARLES COUNTY, MISSOURI

BK 35 PG 324

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT WE HAVE DURING OCTOBER, 1998, BY ORDER OF 370 CORPORATE CENTER, L.L.C., EXECUTED A SURVEY AND PREPARED SUBDIVISION PLAT OF A TRACT OF LAND BEING PART OF LOTS 12, 13, 19 AND 20 OF BLOCK 4 OF EVANS SURVEY OF THE ST. CHARLES COMMONS, TOWNSHIP 47 NORTH, RANGE 5 EAST, OF THE FIFTH PRINCIPAL MERIDIAN, ST. CHARLES COUNTY, MISSOURI. THE RESULTS ARE SHOWN TO THE BEST OF MY KNOWLEDGE AND BELIEF ON THIS PLAT. THIS SURVEY WAS EXECUTED IN COMPLIANCE WITH THE CURRENT STANDARDS (4-CR-30-16.0) FOR PROPERTY BOUNDARY SURVEYS OF THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT. THIS SURVEY MEETS THE ACCURACY REQUIREMENTS SET FORTH FOR AN URBAN PROPERTY.

Darrel R. Oakley 2-8-99
BAX ENGINEERING CO., INC.
DARREL R. OAKLEY
MISSOURI REGISTERED LAND SURVEYOR #2265

LENDER'S CERTIFICATE

THE UNDERSIGNED HOLDER OR LEGAL OWNER OF NOTES SECURED BY A DEED OF TRUST RECORDED IN BOOK 1970 PAGE 1613 OF THE ST. CHARLES COUNTY RECORDS HEREBY JOINS IN AND APPROVES IN EVERY DETAIL, THIS SUBDIVISION PLAT OF "370 CORPORATE CENTER PLAT ONE".

IN WITNESS WHEREOF, SAID HOLDER OR LEGAL OWNER HAS SIGNED AND SEALED THIS SUBDIVISION PLAT THIS 10 DAY OF February, 19 99.

BY: Thomas R. Schoen
PRINT NAME: Thomas R. Schoen
TITLE: Vice President

STATE OF MISSOURI }
COUNTY OF ST. CHARLES } SS

ON THIS 10th DAY OF February, 19 99, BEFORE ME APPEARED Thomas R. Schoen, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS THE Vice President OF 370 Corporate Center, L.L.C. A CORPORATION DULY ORGANIZED AND EXISTING UNDER THE LAWS OF THE STATE OF MISSOURI, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION AND THAT THE SAID INSTRUMENT WAS SIGNED AND SEALED ON BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS AND THAT SAID Thomas R. Schoen DECLARED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL ON THE DAY AND YEAR LAST ABOVE WRITTEN, IN THE STATE AND COUNTY FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES: July 4, 2002
NOTARY PUBLIC: Michelle L. Hunn
PRINT NAME: Michelle L. Hunn

MICHELLE L. HUNN
Notary Public - Notary Seal
STATE OF MISSOURI
ST. CHARLES COUNTY
MY COMMISSION EXPI. JULY 4, 2002

LENDER'S CERTIFICATE

THE UNDERSIGNED HOLDER OR LEGAL OWNER OF NOTES SECURED BY A DEED OF TRUST RECORDED IN BOOK 1970 PAGE 1613 OF THE ST. CHARLES COUNTY RECORDS HEREBY JOINS IN AND APPROVES IN EVERY DETAIL, THIS SUBDIVISION PLAT OF "370 CORPORATE CENTER PLAT ONE".

IN WITNESS WHEREOF, SAID HOLDER OR LEGAL OWNER HAS SIGNED AND SEALED THIS SUBDIVISION PLAT THIS 11th DAY OF February, 19 99.

Union Planters Bank N.A.

BY: Bernard S. Markovich, Jr.
PRINT NAME: Bernard S. Markovich, Jr.
TITLE: Vice President

STATE OF MISSOURI }
COUNTY OF ST. CHARLES } SS

ON THIS 11th DAY OF February, 19 99, BEFORE ME APPEARED Bernard S. Markovich, Jr., WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS THE Vice President OF Union Planters Bank N.A. A CORPORATION DULY ORGANIZED AND EXISTING UNDER THE LAWS OF THE STATE OF MISSOURI, AND THAT THE SEAL AFFIXED TO THE FOREGOING INSTRUMENT IS THE CORPORATE SEAL OF SAID CORPORATION AND THAT THE SAID INSTRUMENT WAS SIGNED AND SEALED ON BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS AND THAT SAID Bernard S. Markovich, Jr. DECLARED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL ON THE DAY AND YEAR LAST ABOVE WRITTEN, IN THE STATE AND COUNTY FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES: November 18, 2001
NOTARY PUBLIC: Caylla Neathery
PRINT NAME: Caylla Neathery

CAYLLA NEATHERY
Notary Public-Notary Seal
State of Missouri
St. Charles County
My Commission Expires Nov. 18, 2001

STATE OF MISSOURI }
COUNTY OF ST. CHARLES } SS

I, Marilyn K. McCay, CITY CLERK, HEREBY CERTIFY THAT ORDINANCE NO. 19-94 APPROVING THIS PLAT AND DIRECTING ME TO ENDORSE SAME UNDER MY HAND AND SEAL WAS DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, MISSOURI AND SAME APPROVED BY THE MAYOR OF SAID CITY ON February, 19 99, AND AS ORDINANCE DIRECTED, I HEREBY ENDORSE SAID PLAT BY MY HAND AND SEAL OF SAID CITY THIS 22nd DAY OF February, 19 99.

Marilyn K. McCay
CITY CLERK OF ST. CHARLES, MISSOURI

GENERAL NOTES:

1. BASIS OF BEARINGS FOR THIS SURVEY IS BASED ON THE SUBDIVISION PLAT OF "COUNTRY BLUFF VILLAS PHASE ONE" AS RECORDED IN PLAT BOOK 33 PAGE 336 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE.
2. THIS PROPERTY IS CURRENTLY VESTED IN THE NAME OF 370 CORPORATE CENTER, L.L.C. BY DEED RECORDED IN BOOK 1970 PAGE 1610 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE.
3. ALL DIRECTIONS AND DISTANCES SHOWN ALONG THE PROPERTY LINES ARE AS SURVEYED UNLESS OTHERWISE NOTED.
4. NO DRIVEWAYS WILL ACCESS LITTLE HILLS EXPRESSWAY.
5. A CURRENT TITLE COMMITMENT WAS NOT FURNISHED FOR THIS SURVEY. THEREFORE THIS PLAT AND THE SURVEY ON WHICH IT IS BASED ARE SUBJECT TO THE FOLLOWING CONDITIONS AND EXCEPTIONS:

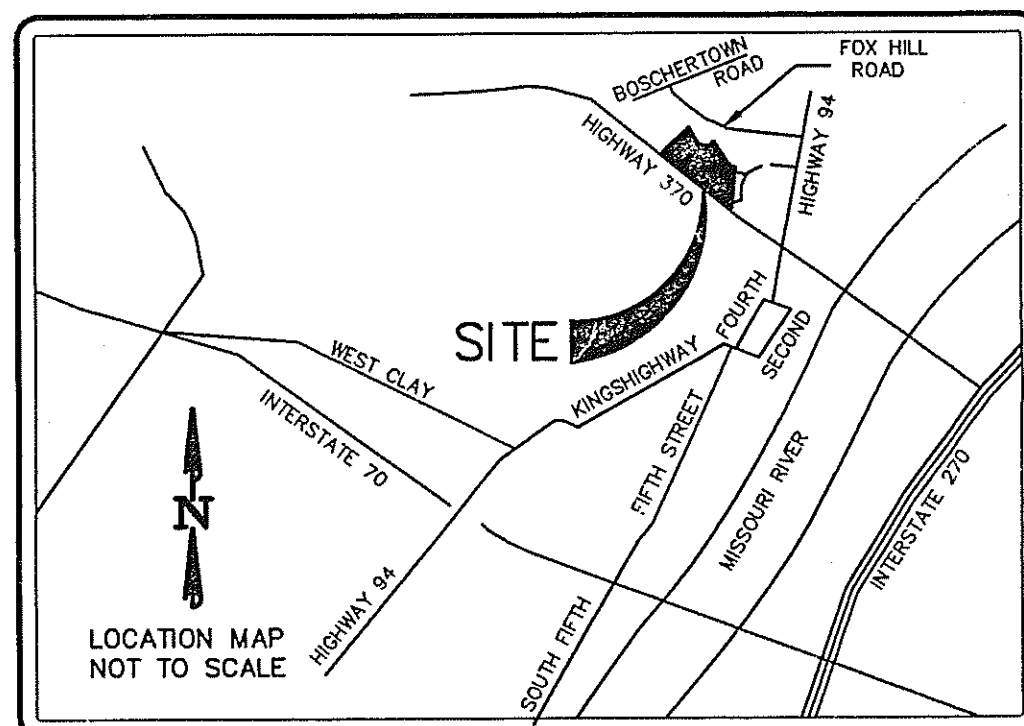
- A. EASEMENTS OF RECORD.
- B. EASEMENTS, OR CLAIMS OF EASEMENTS NOT SHOWN BY THE PUBLIC RECORDS.
- C. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT SHOWN BY THE PUBLIC RECORDS.
- D. DEFECTS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS, IF ANY.

AN INFORMATIONAL COMMITMENT HAS BEEN OBTAINED FOR THIS PROPERTY, WHICH MAY DISCLOSE EASEMENTS AND OTHER MATTERS PERTAINING TO SAID PROPERTY. THIS COMMITMENT IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT CONSTITUTE A TITLE COMMITMENT GUARANTY, NOR DOES IT GUARANTY THAT ALL ITEMS PERTAINING TO THIS PROPERTY HAVE BEEN REPORTED.

TRANSACTION TITLE INSURANCE
INFORMATIONAL COMMITMENT NO. 97829546

DATED MAY 23, 1997.
ITEMS CORRESPONDING TO SCHEDULE B - SECTION 2
(SEE GENERAL NOTE 4 ABOVE.)

1. DEFECTS, LIENS ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS, IF ANY.
2. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT SHOWN BY THE PUBLIC RECORDS.
3. EASEMENTS OR CLAIMS OF EASEMENTS, NOT SHOWN BY THE PUBLIC RECORDS.
4. EASEMENTS GRANTED TO FOX HILL PARTNERS BY INSTRUMENTS RECORDED IN BOOK 875 PAGE 1724 AND BOOK 876 PAGE 1136 OF THE ST. CHARLES COUNTY RECORDS. THIS EASEMENT TERMINATED THE DAY THAT THE PLAT OF "FOX HILL APARTMENTS" WAS RECORDED IN PLAT BOOK 21 PAGE 143.
5. LIMITED ACCESS TO ROUTE 115 AS SET FORTH IN REPORT OF COMMISSIONER RECORDED IN BOOK 1433 PAGE 380. PARAGRAPH 10.30 OF SAID DOCUMENT STATES THAT THERE SHALL BE THE USUAL RIGHT OF DIRECT ACCESS TO LITTLE HILLS EXPRESSWAY FROM DEFENDANTS ABUTTING LAND (SUBJECT PROPERTY).



15490

STATE OF MISSOURI
COUNTY OF ST. CHARLES
RECORDER OF DEEDS
FILED FOR RECORD

FEB 22 1999

By: Darrel R. Oakley
Time: 2:14 p.m.

LEGAL DESCRIPTION

A TRACT OF LAND BEING PART OF LOTS 12, 13, 19 AND 20 OF BLOCK 4 OF EVANS SURVEY OF THE ST. CHARLES COMMONS, TOWNSHIP 47 NORTH, RANGE 5 EAST OF THE FIFTH PRINCIPAL MERIDIAN, ST. CHARLES COUNTY, MISSOURI, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE POINT OF INTERSECTION OF THE SOUTHWESTERN CORNER OF A TRACT CONVEYED TO ALFRED SCHROEDER DEVELOPMENT COMPANY, INC. BY DEED RECORDED IN BOOK 754 PAGE 939 OF THE ST. CHARLES COUNTY RECORDS, AND THE EASTERN LINE OF A TRACT CONVEYED TO STATE OF MISSOURI BY DEED RECORDED IN BOOK 1433 PAGE 380 PARCEL 10 OF THE ST. CHARLES COUNTY RECORDS; THENCE ALONG SAID STATE OF MISSOURI TRACT FOLLOWING COURSES AND DISTANCES: SOUTH 46 DEGREES 45 MINUTES 50 SECONDS EAST 669.13 FEET; NORTH 43 DEGREES 14 MINUTES 10 SECONDS EAST 30.00 FEET; SOUTH 46 DEGREES 45 MINUTES 50 SECONDS EAST 100.00 FEET; SOUTH 43 DEGREES 14 MINUTES 10 SECONDS WEST 20.00 FEET; SOUTH 58 DEGREES 17 MINUTES 54 SECONDS EAST 250.05 FEET TO THE ACTUAL POINT OF BEGINNING OF THE DESCRIPTION HEREIN; THENCE LEAVING SAID EASTERN LINE OF THE STATE OF MISSOURI PROPERTY, NORTH 60 DEGREES 00 MINUTES 04 SECONDS EAST 505.11 FEET TO A POINT IN THE SOUTHWEST LINE OF "FOX HILL APARTMENTS", A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 21 PAGE 143 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE; THENCE ALONG THE SOUTHWEST AND SOUTHEAST LINE OF SAID FOX HILL APARTMENTS, SOUTH 65 DEGREES 34 MINUTES 12 SECONDS EAST 325.93 FEET AND NORTH 45 DEGREES 47 MINUTES 02 SECONDS EAST 290.44 FEET TO A POINT IN THE WEST LINE OF "COUNTRY BLUFF VILLAS - P.U.D. PHASE ONE", A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 33 PAGE 336 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE; THENCE ALONG SAID WEST LINE AND ALONG THE WEST LINE OF "COUNTRY BLUFF VILLAS - P.U.D. PHASE TWO", A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 34 PAGE 114 AND 115 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE, SOUTH 35 DEGREES 52 MINUTES 25 SECONDS EAST 839.90 FEET AND SOUTH 74 DEGREES 27 MINUTES 09 SECONDS EAST 140.22 FEET TO A POINT IN THE LINE OF PROPERTY CONVEYED TO WALTER L. AND COLISTA O'NEAL BY DEED RECORDED IN BOOK 1798 PAGE 801, CROSS BY BOOK 967 PAGE 1682, PRESSY BY BOOK 1602 PAGE 178, PHILLIPS BY BOOK 1346 PAGE 2, AND HOERMAN BY BOOK 1884 PAGE 109 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE, SOUTH 05 DEGREES 37 MINUTES 01 SECONDS WEST 1061.30 FEET TO A POINT IN THE EASTERN LINE OF SAID PROPERTY CONVEYED TO STATE OF MISSOURI, THENCE ALONG SAID EASTERN LINE OF STATE OF MISSOURI PROPERTY, NORTH 46 DEGREES 45 MINUTES 50 SECONDS WEST 1995.08 FEET AND NORTH 24 DEGREES 57 MINUTES 45 SECONDS WEST 188.48 FEET TO THE POINT OF BEGINNING AND CONTAINING 32.354 ACRES AS PER CALCULATIONS BY BAX ENGINEERING CO., DURING OCTOBER, 1998.

OWNER'S CERTIFICATE

THE UNDERSIGNED OWNER OF THE TRACT OF LAND DESCRIBED IN THE FOREGOING SURVEYORS CERTIFICATE HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER SHOWN ON THIS PLAT, WHICH PLAT SHALL HEREAFTER BE KNOWN AS "370 CORPORATE CENTER PLAT ONE".

THE UNDERSIGNED OWNER HEREBY DESIGNATE THE STREETS AND ROADWAYS AS SHOWN HATCHED HEREON AND TOGETHER WITH THE ROUNDINGS AT INTERSECTIONS, AS PUBLIC STREETS AND ROADWAYS AND ARE HEREBY DEDICATED TO THE CITY OF ST. CHARLES, MISSOURI, FOR PUBLIC USE FOREVER, AND COVENANTS AND AGREES THAT CITY ACCEPTANCE OF SAID STREETS AND ROADWAYS SHALL NOT BE PETITIONED UNTIL THE STREETS AND ROADWAYS ARE IMPROVED IN SUCH A MANNER AS TO COMPLY WITH THE STREET CONSTRUCTION SECTION OF THE CITY OF ST. CHARLES, MISSOURI LAND SUBDIVISION REGULATIONS AND ANY AMENDMENT THERETO.

THE UNDERSIGNED OWNER FURTHER DESIGNATES THESE STREETS AS UTILITY EASEMENTS FOR THE PURPOSE OF SANITARY SEWERS, GAS LINES, WATER LINES, STORM SEWERS, ELECTRIC POWER LINES, CABLE LINES, AND TELEPHONE LINES. ALL OTHER EASEMENTS SHOWN ON THIS PLAT ARE HEREBY GRANTED TO THE CITY OF ST. CHARLES, MISSOURI, AND TO THE VARIOUS UTILITY COMPANIES, AS THEIR INTEREST MAY APPEAR, AND THEIR SUCCESSORS AND ASSIGNS, FOR INSTALLATION, USE AND MAINTENANCE, REPAIR AND REPLACEMENT OF SANITARY SEWERS, STORM SEWERS, GAS LINES, WATER LINES, ELECTRIC LINES, TELEPHONE LINES AND CABLE LINES, WITH THE RIGHT OF TEMPORARY USE OF ADJACENT GROUND NOT OCCUPIED BY IMPROVEMENTS FOR THE EXCAVATION AND TEMPORARY STORAGE OF MATERIALS DURING INSTALLATION, REPAIR OR REPLACEMENT OF SAID UTILITIES AND SEWERS.

THE AREAS OF LAND DESIGNATED HEREON AS "COMMON GROUND" ARE NOT DEDICATED HEREBY FOR USE BY THE GENERAL PUBLIC, BUT ARE HEREBY ESTABLISHED AND GRANTED TO 370 CORPORATE CENTER ASSOCIATION FOR THE USE AND ENJOYMENT OF SAID ASSOCIATION, ITS SUCCESSORS AND ASSIGNS, AS MORE FULLY PROVIDED FOR IN THE CONDITIONS, RESTRICTIONS AND PROTECTIVE COVENANTS OF 370 CORPORATE CENTER AS SET FORTH BELOW. SAID COMMON GROUND TO BE MAINTAINED BY SAID ASSOCIATION.

THIS SUBDIVISION SHALL BE SUBJECT TO THE DECLARATION OF COVENANTS AND RESTRICTIONS AS SET FORTH IN AN INSTRUMENT DATED THE _____ DAY OF _____, 19 ____ IN THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE.

BUILDING LINES AS SHOWN HEREON ARE HEREBY ESTABLISHED.

ALL TAXES ARE DUE AND PAYABLE AGAINST THIS PROPERTY HAVE BEEN PAID.

IN WITNESS WHEREOF, THE UNDERSIGNED HAVE SET THEIR HAND THIS 12th DAY OF February, 19 99.

370 CORPORATE CENTER, L.L.C.

BY: Dwight Shockley
PRINTED NAME: Dwight W. Shockley
TITLE: member

S, S & D PROPERTIES, L.L.C.

BY: Dwight Shockley
PRINTED NAME: Dwight W. Shockley
TITLE: member

STATE OF MISSOURI }
COUNTY OF ST. CHARLES } SS

ON THIS 12th DAY OF February, 19 99, BEFORE ME APPEARED Dwight W. Shockley, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS A MEMBER OF 370 CORPORATE CENTER, L.L.C. A LIMITED LIABILITY COMPANY DULY ORGANIZED AND EXISTING UNDER THE LAWS OF THE STATE OF MISSOURI, AND THAT THE FOREGOING INSTRUMENT WAS SIGNED ON BEHALF OF SAID LIMITED LIABILITY COMPANY BY AUTHORITY OF ITS MEMBERS AND THAT SAID Dwight W. Shockley DECLARED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID LIMITED LIABILITY COMPANY.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL ON THE DAY AND YEAR LAST ABOVE WRITTEN, IN THE STATE AND COUNTY FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES: November 18, 2001
NOTARY PUBLIC: Caylla Neathery
PRINT NAME: CAYLLA NEATHERY

CAYLLA NEATHERY
Notary Public-Notary Seal
State of Missouri
St. Charles County
My Commission Expires Nov. 18, 2001

STATE OF MISSOURI }
COUNTY OF ST. CHARLES } SS

ON THIS 12th DAY OF February, 19 99, BEFORE ME APPEARED Dwight W. Shockley, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS A MEMBER OF S, S & D PROPERTIES, L.L.C. A LIMITED LIABILITY COMPANY DULY ORGANIZED AND EXISTING UNDER THE LAWS OF THE STATE OF MISSOURI, AND THAT THE FOREGOING INSTRUMENT WAS SIGNED ON BEHALF OF SAID LIMITED LIABILITY COMPANY BY AUTHORITY OF ITS MEMBERS AND THAT SAID Dwight W. Shockley DECLARED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID LIMITED LIABILITY COMPANY.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL ON THE DAY AND YEAR LAST ABOVE WRITTEN, IN THE STATE AND COUNTY FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES: November 18, 2001
NOTARY PUBLIC: Caylla Neathery
PRINT NAME: CAYLLA NEATHERY

CAYLLA NEATHERY
Notary Public-Notary Seal
State of Missouri
St. Charles County
My Commission Expires Nov. 18, 2001

PREPARED FOR:

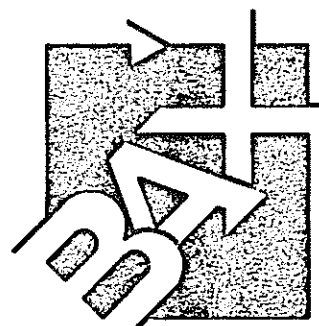
370 CORPORATE CENTER, L.L.C.
501 FIRST CAPITOL DRIVE
ST. CHARLES, MO 63301

DISCLAIMER OF RESPONSIBILITY
I hereby certify that the documents intended to be authenticated by my seal are limited to this sheet, and 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.

Copyright 1998
Box Engineering Company, Inc.
All Rights Reserved

REVISIONS

10-20-98	CITY COMMENTS



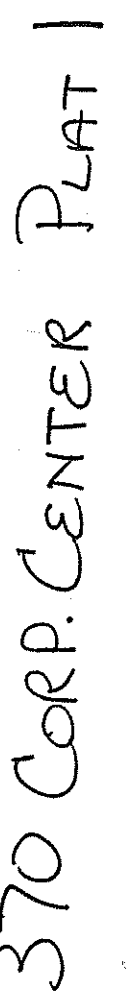
ENGINEERING
PLANNING
SURVEYING

1052 South Cloverleaf Drive
St. Peters, MO. 63376-6445
314-928-5552
FAX 928-1718

10-5-98

DATE
98-8086
PROJECT NUMBER
1 OF 2
SHEET OF
8086R1-1.DWG
FILE NAME
MTS DRO
DRAWN CHECKED

370 Corp. Center Plat 1





AGENDA ITEMS #8

Memorandum

To: Planning & Zoning Commission

From: Lara Berry, Planner

Date: June 1, 2026

Subject: CU-2026-15 – Request to Table

The applicant has requested to **TABLE** these applications to the July 13, 2026 Planning & Zoning Commission meeting.



AGENDA ITEMS #9 & 10

STAFF REPORT NO. CU-2021-20 & CU-2026-13 LIQUOR EXPANSION & TEMPORARY RETAIL SALES 425 CLARK STREET

JUNE 8, 2026
BY MADELYN P. BROWN

<i>APPLICANT/OWNER:</i>	Kenneth Reilly 1843 Partridge Berry Drive Florissant, MO 63031
<i>ADDRESS/LOCATION:</i>	425 Clark Street Ward 1
<i>ACREAGE:</i>	0.28 acres (overall)
<i>CURRENT ZONING:</i>	CBD/EHP Central Business District within the Extended Historic Preservation District
<i>PROPOSED USE:</i>	Liquor Sales Expansion and Temporary Retail Sales (Food Truck)

SUMMARY OF REQUEST

The applicant has submitted two Conditional Use requests for 425 Clark Street, the location of Gimme Golf Club and Loopers Pub. The first request is to expand a previously approved Conditional Use permit for liquor sales (CU-2021-20), specifically to operate an outdoor space. The second request is for temporary retail sales (CU-2026-13), specifically for the addition of a food truck on site. The CBD/EHP Central Business District within the Extended Historic Preservation District requires the approval of a Conditional Use permit for both liquor and temporary retail sales.

BACKGROUND

In August of 2021, a Conditional Use Permit and a Liquor License was issued to the business, Gimme Golf Club for Liquor Sales associated with indoor recreation use. In July of 2024, the Conditional Use approval was amended with the addition of Loopers Pub, which is a separate business from Gimme Golf Club, but operates in conjunction to provide alcoholic beverages to their members and patrons. The applicant is now seeking to further amend the permit to expand operations to an outdoor space. The proposed expansion also includes the addition of a food truck to provide food options for customers.

ANALYSIS

The applicant has submitted a site plan for the addition of an approximate 2,000 square foot outdoor space to the east of the existing building. The outdoor space include an area for seating, a

putting green, and a designated area for the food truck. This addition constitutes an expansion of the existing conditional use approval by extending the boundaries of the use into new space where liquor will be consumed. Because this property is located within the Extended Historic Preservation District, a review of a Site Plan falls under the purview of the Landmarks Board and not the Planning and Zoning Commission. This item is slated for Site Plan review at Landmarks June 15, 2026 meeting. The site plan has been included as an attachment for reference.

Per the applicant, the food truck is to remain onsite at all times, with proposed hours of operation consistent with the current operation of Gimme Golf Club and Loopers Pub (Tuesday through Sunday, 10:00 a.m. to 8:00 p.m., closed Mondays). The food truck will serve items such as sandwiches, salads, and appetizers. Parking shall comply with City standards within the Central Business District. While off-street parking is waived within the subject zoning district, the business will utilize parking spaces both at 425 Clark Street and across the street to the north at 510 N 5th Street (also operated by the applicant). Furthermore, the business will operate in compliance with Section 400.480 regarding temporary retail sales.

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 in between Activity Center #6 (Historic Downtown Sub-District) and Activity Center #21 (Frenchtown). The proposed uses at this location is in general conformance with the density and activity guidelines provided above.

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 1) and 2), 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 on 425

Clark Street, adjacent to Activity Center #6 and Activity Center #21. This intensity pattern is consistent with the goals of the Comprehensive Plan, and the use(s) at this location could continue to 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 continue to 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 proposed expanded liquor sales and added temporary retail sales use can be compatible within its commercial surroundings and should not produce negative effects to neighboring 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 amendment 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(s) 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.

STAFF RECOMMENDATION

This expanded and new conditional use request can continue to 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 expanded conditional use for liquor sales and new conditional use request for temporary retail sales (food truck), subject to the following conditions:

CU-2021-20:

1. The Conditional Use Permit expansion for liquor is issued to the applicant (Kenneth Reilly) and business (Gimme Golf Club/Loopers Pub) only for the property located at 425 Clark 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. 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.
5. Violations of Chapter 600 dealing with Liquor/Alcoholic Beverages may be grounds for revocation of this Conditional Use.

CU-2026-13:

1. The Conditional Use Permit for temporary retail sales (food truck) is issued to the applicant (Kenneth Reilly) and business (Gimme Golf Club/Loopers Pub) only for the property located at 425 Clark 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. The food truck(s) shall only be located in the area designated on the site plan.
5. The site shall be maintained in an orderly condition, with all equipment, supplies, and materials contained within the food truck.
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.

Recommended Motion(s):

1. Motion to forward the amended Conditional Use permit, CU-2021-20, to the City Council with a favorable recommendation, subject to the conditions recommended by staff.
2. Motion to forward Conditional Use permit CU-2026-13 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



Figure 1: Aerial view of Subject Property.



Figure 1: Proposed site plan.





AGENDA ITEM #11

STAFF REPORT CASE NO. CU-2026-14 101 SKINNER INDUSTRIAL DRIVE

JUNE 8, 2026
BY MADELYN P. BROWN

<i>APPLICANT:</i>	Joshua King Blazing Aviation 101 Skinner Industrial Drive St. Charles, Missouri 63301
<i>OWNER:</i>	Michael McLaughlin 101 Skinner Industrial Drive St. Charles, Missouri 63301
<i>ADDRESS/LOCATION:</i>	101 Skinner Industrial Drive Ward 8
<i>LOT SIZE:</i>	2.79 Acres
<i>EXISTING ZONING:</i>	I-2/WHP Heavy Industrial District within the Wellhead Protection District
<i>PROPOSED USE:</i>	Storage and Distribution of Petroleum Products

REQUEST

This Conditional Use permit request is for two (2) businesses within a shared warehouse space at 101 Skinner Industrial Drive. Both businesses, Blazing Aviation and MC Freight, specialize in the storage and transport of oils and lubricants specific to the aviation industry. Due to the use, handling, and storage of regulated hazardous substance products, such as petroleum products, the businesses are required to obtain a Conditional Use Permit within the Wellhead Protection District.

BACKGROUND

The owner of the subject property, MC Freight, has operated at this site for an extended period (City records indicate since at least 1993). Because the business existed prior to the adoption of Wellhead District's conditional use permit requirements, the operation is considered legally non-conforming (or "grandfathered"). In 2022, the City's contracted environmental specialist, 212 Environmental, conducted an audit of the operations and identified several items requiring corrective action. However, these items were never formally addressed.

Upon receipt of the current application for a new tenant, Blazing Aviation, it was determined that the outstanding audit items would need to be resolved. In March of 2026, 212 Environmental conducted a follow-up audit and testified that the previously identified items had been addressed with no remaining concerns. However, due to the shared warehousing space between the businesses, it was determined that the best action would be to bring both operations into compliance through approval of a conditional use permit.

ANALYSIS

The purpose of the Wellhead Protection District is to safeguard the public health, safety, and general welfare through the protection of groundwater used as a public water supply; therefore, there may be some land uses that are permitted “by right” in the underlying zoning district but because of certain activities of that business, the land use needs a Conditional Use Permit. For example, this storage/distribution use is permitted by right within the I-2 Heavy Industrial District; however, because of the regulated substance (petroleum) use and storage, it is a conditional use in the Wellhead Protection District. In order for the applicant to receive approval from the City Council for this proposal, there are four (4) additional requirements to fulfill, as required by the Wellhead Protection District (with staff analysis in *italics*):

1. Provide for the installation and maintenance of devices for secondary containment in case of inadvertent discharge from primary containers. Ensure the proper storage of regulated substances to ensure the integrity and proper functionality of impervious floor surface.
 - *The applicant has submitted secondary containment which is compliant with applicable requirements, as verified by 212 Environmental and City Staff.*
2. Submission of an emergency contingency plan for each facility to respond to unauthorized discharges.
 - *The applicant has submitted an emergency contingency plan which meets standards, as verified upon review from 212 Environmental and City Staff.*
3. Carrying of insurance which would pay for the cost of cleanup incurred as the result of inadvertent discharge.
 - *The applicant has submitted Certificate of Insurance with the proper pollution coverage in the case of an emergency event, as verified upon review from 212 Environmental and City Staff.*
4. The three (3) previous requirements must be approved in writing by both the Fire Chief and the Community Development Director or their designees.
 - *All of the above documents have been submitted and shall be reviewed and approved by the appropriate City staff, and documented for compliance, prior to the issuance of an occupancy permit.*

As discussed above, Staff has reviewed and provided the documentation noted above to the City’s environmental consultant. Upon review of these plans and documents, staff and our environmental consultant has been able to confirm that the required compliance documentation has been provided.

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 #15 (Hwy 370/Elm St./New Town Blvd. Interchange). While this land use is considered permitted by right outside the Wellhead superimposed district and would not require a conditional use in a straight I-2 Heavy Industrial District, this use is appropriate in its current location.

STAFF RECOMMENDATION

Upon review of the documents provided and the requirements of the Wellhead Protection District, staff recommends **approval** of the Conditional Use Permit, subject to the following conditions:

1. This conditional use permit for a storage, usage and handling of regulated substances or for the manufacturing/fabrication/production of structural bamboo is issued to the business (Blazing Aviation/MC Freight) and business owner (Josh King/Michael McLaughlin) only for the property 101 Skinner Industrial Drive and is not transferable to another tenant or location.
2. If the business plan were to change or expand from the attached submittal documents (including additional materials/liquids not reviewed associated with this submittal and the Wellhead Protection District), additional approvals may be required by the City.
3. Maintain the approved emergency contingency plan for the facility to respond to unauthorized discharges.
4. The business shall carry (maintain) insurance which would pay for the cost of cleanup incurred (as determined by the City) as the result of inadvertent discharge also naming the City as additionally insured.
5. The business facility is subject to regular audit inspections by the City and/or its designee upon 24-hour advance notice to the owner.
6. Non-compliance with any building code, property maintenance codes, fire codes, conditions of this approval, or any other city code is grounds for revocation of the conditional use approval.

Recommended Motion:

Motion to forward application CU-2026-14, to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



Figure 1: Aerial photo of the subject property.

**SCI ENGINEERING, INC.****EARTH • SCIENCE • SOLUTIONS**GEOTECHNICAL
ENVIRONMENTAL
NATURAL RESOURCES
CULTURAL RESOURCES
CONSTRUCTION SERVICES

November 5, 2025

Josh King
Blazing Aviation LLC
101 Skinner Industrial Drive
St. Charles, Missouri 63301

RE: Spill Prevention, Control, and Countermeasure Plan
101 Skinner Industrial Drive
St. Charles, Missouri 63301
SCI No. 2025-1778.29

Dear Josh King:

SCI Engineering, Inc. (SCI) is pleased to submit this Spill Pollution, Control, and Countermeasure Plan for Blazing Aviation and MC Airfreight in St. Charles, Missouri. Please have an authorized representative of the company review and sign the SPCC Plan and keep a copy on file for your records.

CERTIFICATION: By means of this certification, I attest that I am familiar with the requirements of the provisions of 40 CFR Part 112, that my designated agent has visited and examined the facility, that this Spill Prevention Control and Countermeasure (SPCC) Plan has been prepared in accordance with good engineering practices, including consideration of applicable industry standards, and with the requirements of this Part, that procedures for required inspections and testing have been established and that the Plan is adequate for the facility.

Please contact us with any questions or comments regarding the SPCC Plan or site observations.

Respectfully,

SCI ENGINEERING, INC.

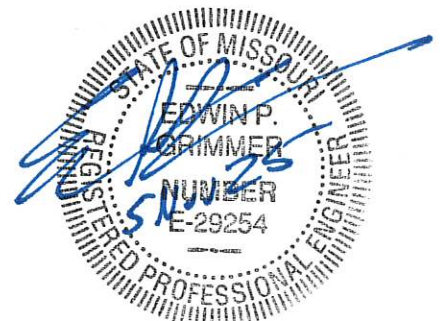
Britta M. Moyer, E.I.
Staff Engineer

BMM/EPG/hmm

Enclosure

Spill Pollution, Control, and Countermeasure

Edwin P. Grimmer, P.E.
Vice President



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U.S. ENVIRONMENTAL PROTECTION AGENCY TIER I QUALIFIED FACILITY SPCC PLAN TEMPLATE

Instructions to Complete this Template

This template is intended to help the owner or operator of a Tier I qualified facility develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must meet all of the applicability criteria of a Tier I qualified facility listed under §112.3(g)(1) of the SPCC rule. This template provides every SPCC rule requirement necessary for a Tier I qualified facility, which you must address and implement.

You may use this template to comply with the SPCC regulation or use it as a model and modify it as necessary to meet your facility-specific needs. If you modify the template, your Plan must include a section cross-referencing the location of each applicable requirement of the SPCC rule and you must ensure that your Plan is an equivalent Plan that meets all applicable rule requirements of 40 CFR 112.6(a)(3).

You may complete this template either electronically or by hand on a printed copy. This document is a reformatted version of the template found in Appendix G of 40 CFR part 112.^a No substantive changes have been made. Please note that a "Not Applicable" ("N/A") column has been added to both Table G-10 (General Rule Requirements for Onshore Facilities) and Table G-11 (General Rule Requirements for Onshore Oil Production Facilities). The "N/A" column should help you complete your self-certification when a required rule element does not apply to your facility. Use of the "N/A" column is optional and is not required by rule.

All Tier I qualified facility self-certifiers must complete Sections I, II, and III. Additionally, the owner or operator of an:

- Onshore facility (excluding production) must complete Section A.
- Onshore oil production facility (excluding drilling and workover facilities) must complete Section B.
- Onshore oil drilling and workover facility must complete Section C.

Complete and include with your Plan the appropriate attachments. You should consider printing copies of the attachments for use in implementing the SPCC Plan (e.g. Attachment 3.1 - Inspection Log & Schedule; Attachment 4 - Discharge Notification Form).

To complete the template, check the box next to the requirement to indicate that it has been adequately addressed. Either write "N/A" in the column or check the box under the "N/A" column to indicate those requirements that are not applicable to the facility. Where a section requires a description or listing, write in the spaces provided (or attach additional descriptions if more space is needed).

Below is a key for the colors used in the section headers:

Sections I, II, and III: Required for all Tier I qualified facilities
Section A: Onshore facilities (excluding production)
Section B: Onshore oil production facilities (excluding drilling and workover facilities)
Section C: Onshore oil drilling and workover facilities
Attachments: 1 - Five Year Review and Technical Amendment Logs 2 - Oil Spill Contingency Plan and Checklist 3 - Inspections, Dike Drainage and Personnel Training Logs 4 - Discharge Notification Form

After you have completed all appropriate sections, certify and date your Plan, and then implement it by the compliance date. If your facility was in operation before August 16, 2002, and you do not already have a Plan, then implement this template immediately. Conduct inspections and tests in accordance with the written procedures that you have developed for your facility. You must keep with the SPCC Plan a record of these inspections and tests, signed by the appropriate supervisor or inspector, for a period of three years.

Do not forget to periodically review your Plan (at least once every five years) or to update it when you make changes to your facility. You must prepare amendments within six months of the facility change, and implement them as soon as possible, but not later than six months following preparation of any amendment.

In the event that your facility releases oil to navigable waters or adjoining shorelines, immediately call the National Response Center (NRC) at 1-800-424-8802. The NRC is the federal government's centralized reporting center, which is staffed 24 hours per day by U.S. Coast Guard personnel.

^a Please note that the use of this template is not mandatory for a Tier I qualified facility. You may also meet the SPCC Plan requirement by preparing a satisfactory Tier II qualified facility Plan, preparing a satisfactory Plan that is certified by a Professional Engineer, or by developing an equivalent Plan for a Tier I qualified facility. Further information on the requirements of these methods can be found in 40 CFR part 112.6(a)(1). If you use any of these alternative methods you must include a cross reference in your Plan that shows how the equivalent Plan meets all applicable 40 CFR part 112 requirements.

Tier I Qualified Facility SPCC Plan

This template constitutes the SPCC Plan for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in §112.3(g)(1). This template addresses the requirements of 40 CFR part 112. Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

Facility Description

Facility Name	<u>MC Airfreight / Blazing Aviation</u>		
Facility Address	<u>101 Skinner Industrial Drive</u>		
City	<u>St. Charles</u>	State	<u>Missouri</u> ZIP <u>63301</u>
County	<u>St. Charles</u>	Tel. Number	<u>(636) 949 - 6990</u>
Owner or Operator Name	<u>MC Airfreight</u>		
Owner or Operator Address	<u>101 Skinner Industrial Drive</u>		
City	<u>St. Charles</u>	State	<u>Missouri</u> ZIP <u>63301</u>
County	<u>St. Charles</u>	Tel. Number	<u>(636) 949 - 6990</u>

I. Self-Certification Statement (§112.6(a)(1))

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I Michael McLaughlin certify that the following is accurate:

1. I am familiar with the applicable requirements of 40 CFR part 112;
2. I have visited and examined the facility;
3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under §112.3(g)(1)):
 - a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
 - b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
 - c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;
8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
3. Optional use of a contingency plan. A contingency plan:
 - a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
 - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
 - c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature _____

Title: _____

Name Michael McLaughlin

Date: / / 2025

II. Record of Plan Review and Amendments

Five Year Review (§112.5(b)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible, but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))

This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.	☒
Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. [§112.6(a)(2)] [See Technical Amendment Log in Attachment 1.2]	☒

III. Plan Requirements

1. Oil Storage Containers (§112.7(a)(3)(i)):

[illegible]

Total Aboveground Storage Capacity ^c	<u>6,600</u>	gallons
Total Completely Buried Storage Capacity	<u>0</u>	gallons
Facility Total Oil Storage Capacity	6,600	gallons

^a Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g. transformers); other oil-filled equipment, such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

^b Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

^c Counts toward qualified facility applicability threshold.

2. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(c) and 112.9(c)(2)):

Table G-3 Secondary Containment and Oil Spill Control	
Appropriate secondary containment and/or diversionary structures or equipment ^a is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs.	☑

^a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

Table G-4 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided.

Table G-4 Containers with Potential for an Oil Discharge					
Area	Type of failure (discharge scenario)	Potential discharge volume (gallons)	Direction of flow for uncontained discharge	Secondary containment method ^a	Secondary containment capacity (gallons)
<i>Bulk Storage Containers and Mobile/Portable Containers^b</i>					
Steel Drums	Fitting leak, seam failure, puncture	10-55 (each)	South	4 and 7	Absorbs up to 55 (each)
<i>Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers)^c</i>					
N/A					
<i>Piping, Valves, etc.</i>					
<i>Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)</i>					
<i>Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)</i>					
N/A					

^a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

^b For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation.

^c For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

3. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

Table G-5 Inspections, Testing, Recordkeeping and Personnel Training	
An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at this facility. [§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]	☒
The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection or test, and person conducting the inspection) for all aboveground bulk storage containers and piping at this facility: 1) An assigned, knowledgeable MC Airfreight employee does periodic visual inspections of the oil storage containers using Attachment 3.1 to document inspections; records of inspections consist of the monthly inspection checklist and the annual inspection checklist in the Steel Tank Institute (STI) SP001 inspection standard. Visual inspections of oil storage containers follow the inspection schedule in Attachment 3.2 of this plan. 2) MC Airfreight workers inspect the containment areas on a weekly basis for signs of deterioration, discharges (leaking drums), or accumulation of oil. These inspections are documented in Attachment 3.1. Record keeping for disposal of waste oil is in Attachment 3.3 of this plan. 3) If employee encounters a spill during an inspection of the oil storage, the employee will immediately take the necessary actions outlined in Table G-7.	
Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of this paragraph. [§112.7(e)]	☒
A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. [§112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]	☒
Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)]	☒
Personnel, training, and discharge prevention procedures [§112.7(f)]	
Oil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and the contents of the facility SPCC Plan. [§112.7(f)]	☒
A person who reports to facility management is designated and accountable for discharge prevention. [§112.7(f)] Name/Title: <u>Tony Winston, Warehouse Manager</u>	☒
Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. [§112.7(f)] [See Oil-handling Personnel Training and Briefing Log in Attachment 3.4]	☒

4. Security (excluding oil production facilities) §112.7(g):**Table G-6 Implementation and Description of Security Measures**

Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage area.	☒
--	-------------------------------------

The following is a description of how you secure and control access to the oil handling, processing and storage areas; secure master flow and drain valves; prevent unauthorized access to starter controls on oil pumps; secure out-of-service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges:

- 1) All oil storage containers are located within areas secured by a building which is locked when employees are not present. The building areas are lit.

5. Emergency Procedures and Notifications (§112.7(a)(3)(iv) and 112.7(a)(5)):**Table G-7 Description of Emergency Procedures and Notifications**

The following is a description of the immediate actions to be taken by facility personnel in the event of a discharge to navigable waters or adjoining shorelines [§112.7(a)(3)(iv) and 112.7(a)(5)]:

- 1) Eliminate potential sources of ignition such as open flames or sparks.
- 2) If possible, safe, and trained to do so, identify and secure source of the discharge and contain the discharge with sorbents, sandbags, or other material from the spill kits.
- 3) Contact regulatory authorities and other response personnel and organizations, if appropriate (see subsection 6).

6. Contact List (§112.7(a)(3)(vi)):

Table G-8 Contact List	
Contact Organization / Person	Telephone Number
National Response Center (NRC)	1-800-424-8802
Cleanup Contractor(s)	
Key Facility Personnel	
Designated Person Accountable for Discharge Prevention: Tony Winston, Warehouse Manager	Office: 314-484-1478
	Emergency:
Michael McLaughlin, MC Airfreight, Property Owner	Office: 314-486-4898
	Emergency:
Josh King, Blazing Aviation	Office: 314-602-4255
	Emergency:
	Office:
	Emergency:
State Oil Pollution Control Agencies Missouri Department of Natural Resources	573-634-2436
Other State, Federal, and Local Agencies EPA Region 7	800-223-0425
Local Fire Department	911
Local Police Department	911
Hospital St. Joseph – St. Charles	636-947-5000
Other Contact References (e.g., downstream water intakes or neighboring facilities)	

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

Table G-9 NRC Notification Procedure	
In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Attachment 4 will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines [See Discharge Notification Form in Attachment 4]: [§112.7(a)(4)]	☒
• The exact address or location and phone number of the facility; • Date and time of the discharge; • Type of material discharged; • Estimate of the total quantity discharged; • Estimate of the quantity discharged to navigable waters; • Source of the discharge;	• Description of all affected media; • Cause of the discharge; • Any damages or injuries caused by the discharge; • Actions being used to stop, remove, and mitigate the effects of the discharge; • Whether an evacuation may be needed; and • Names of individuals and/or organizations who have also been contacted.

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

- A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or
- Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

You must submit the following information to the RA:

- (1) Name of the facility;
- (2) Your name;
- (3) Location of the facility;
- (4) Maximum storage or handling capacity of the facility and normal daily throughput;
- (5) Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;
- (6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- (7) The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred; and
- (8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence
- (9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge

* * * * *

**NOTE: Complete one of the following sections (A, B or C)
as appropriate for the facility type.**

A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(b) through (d)):

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. **In cases where a provision is not applicable, write "N/A".**

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no oil will be discharged. [§§112.8(b)(1) and 112.12(b)(1)]	☐	☒
Valves of manual, open-and-closed design are used for the drainage of diked areas. [§§112.8(b)(2) and 112.12(b)(2)]	☐	☒
The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. [§§112.8(c)(1) and 112.12(c)(1)]	☒	☐
Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). [§112.6(a)(3)(ii)]	☒	☐
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: [§§112.8(c)(3) and 112.12(c)(3)]		
• Bypass valve is normally sealed closed	☐	☒
• Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines	☐	☒
• Bypass valve is opened and resealed under responsible supervision	☐	☒
• Adequate records of drainage are kept [See Dike Drainage Log in Attachment 3.3]	☐	☒
For completely buried metallic tanks installed on or after January 10, 1974, at this facility [§§112.8(c)(4) and 112.12(c)(4)]:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
• Regular leak testing is conducted.	☐	☒
For partially buried or bunkered metallic tanks [§112.8(c)(5) and §112.12(c)(5)]:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.8(c)(6) and §112.12(c)(6)(i)]	☒	☐
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(c)(6) and 112.12(c)(6)]	☒	☐
For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.12(c)(6)(ii)]	☐	☒

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Each container is provided with a system or documented procedure to prevent overfills for the container. Describe:	☐	☒
Liquid level sensing devices are regularly tested to ensure proper operation [See Inspection Log and Schedule in Attachment 3.1]. <i>[§112.6(a)(3)(iii)]</i>	☐	☒
Visible discharges, which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. <i>[§§112.8(c)(10) and 112.12(c)(10)]</i>	☒	☐
Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. [See Inspection Log and Schedule in Attachment 3.1] <i>[§§112.8(d)(4) and 112.12(d)(4)]</i>	☐	☒
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. [See Inspection Log and Schedule in Attachment 3.1] <i>[§§112.8(d)(4) and 112.12(d)(4)]</i>	☐	☒

I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

[illegible]

Table G-15 Description and Certification of Technical Amendments

Facility Name: MC Airfreight / Blazing Aviation Page 12 Tier I Qualified Facility SPCC Plan

ATTACHMENT 3 – Inspections, Dike Drainage and Personnel Training Logs**ATTACHMENT 3.1 – Inspection Log and Schedule****Table G-16 Inspection Log and Schedule**

This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(d)(4), as applicable.

Date of Inspection	Container / Piping / Equipment	Describe Scope (or cite Industry Standard)	Observations	Name/ Signature of Inspector	Records maintained separately ^a
	Steel Drums	Visual Inspection (STI; SP001) Standard for AST Inspections			☐
					☐
					☐
					☐
					☐

^a Indicate in the table above if records of facility inspections are maintained separately at this facility.

ATTACHMENT 3.2 – Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table G-17 Bulk Storage Container Inspection Schedule	
Container Size and Design Specification	Inspection requirement
Portable containers (including drums, totes, and intermodal bulk containers (IBC))	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas
55 to 1,100 gallons with sized secondary containment	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards
1,101 to 5,000 gallons with sized secondary containment and a means of leak detection ^a	
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection ^a	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards

^a Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log

Table G-19 Oil-Handling Personnel Training and Briefing Log

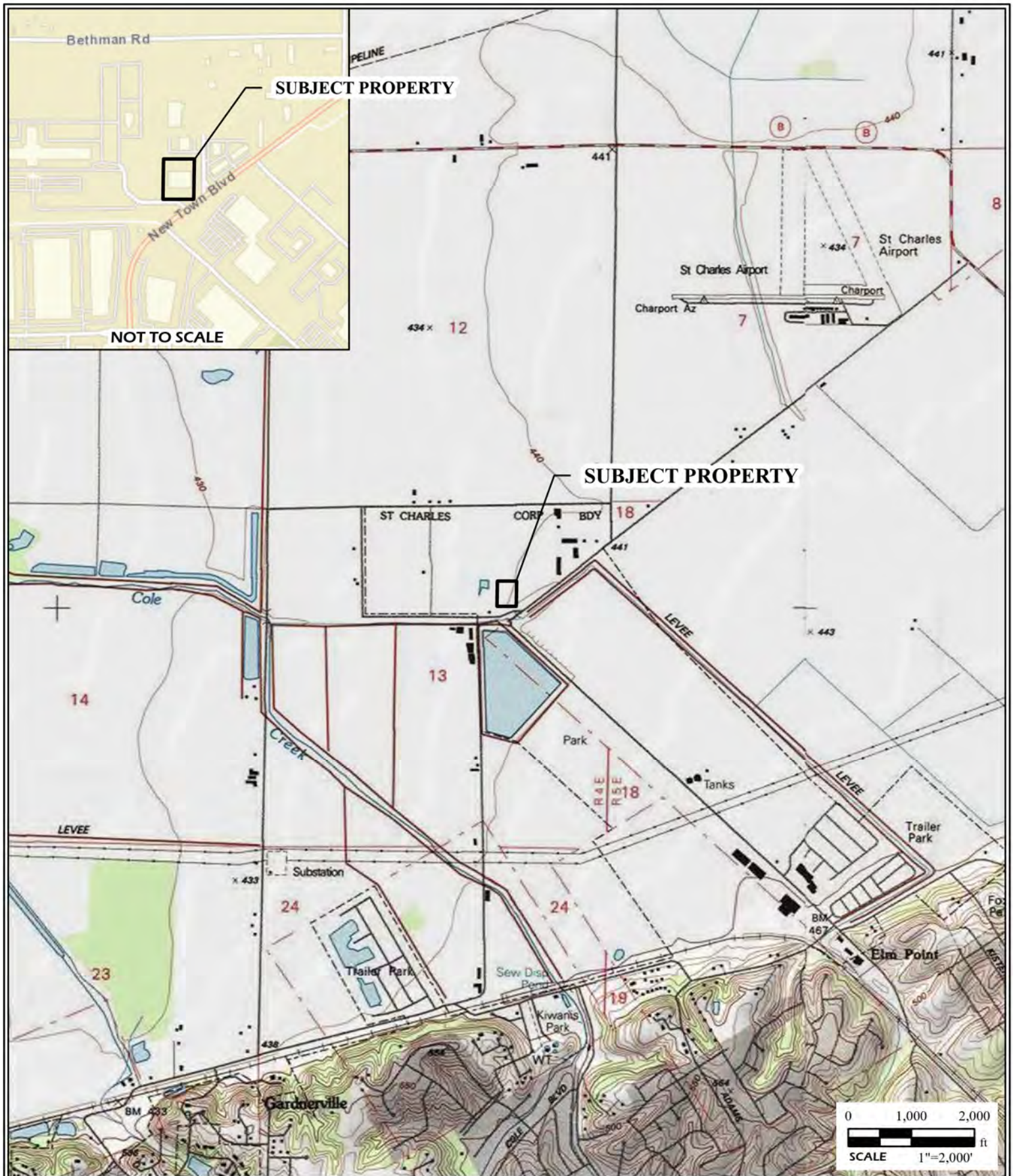
Date	Description / Scope	Attendees

ATTACHMENT 4 – Discharge Notification Form

In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center **[also see the notification information provided in Section 7 of the Plan]**:

Table G-20 Information provided to the National Response Center in the Event of a Discharge

Discharge/Discovery Date		Time	
Facility Name			
Facility Location (Address/Lat-Long/Section Township Range)			
Name of reporting individual		Telephone #	
Type of material discharged		Estimated total quantity discharged	Gallons/Barrels
Source of the discharge		Media affected	☐ Soil
			☐ Water (specify)
			☐ Other (specify)
Actions taken			
Damage or injuries	☐ No ☐ Yes (specify)	Evacuation needed?	☐ No ☐ Yes (specify)
Organizations and individuals contacted	☐ National Response Center 800-424-8802 Time		
	☐ Cleanup contractor (Specify) Time		
	☐ Facility personnel (Specify) Time		
	☐ State Agency (Specify) Time		
	☐ Other (Specify) Time		



PROJECT NAME
101 SKINNER INDUSTRIAL DRIVE
ST. CHARLES, MISSOURI

VICINITY AND TOPOGRAPHIC MAP

DRAWN BY CJD
CHECKED BY BMM

FIGURE DATE
10/29/2025

JOB NUMBER
2025-1778.29

GENERAL NOTES

USGS TOPOGRAPHIC MAP
KAMPVILLE, MISSOURI - ILLINOIS QUADRANGLE
DATED 1994
10' CONTOURS
ST. CHARLES, MISSOURI QUADRANGLE
DATED 1994
10' CONTOURS

STREET MAP
[HTTP://GOTO.ARCGISONLINE.COM/MAPS/WORLD_STREET_MAP](http://GOTO.ARCGISONLINE.COM/MAPS/WORLD_STREET_MAP)



FIGURE
1



	PROJECT NAME			GENERAL NOTES		
	101 SKINNER INDUSTRIAL DRIVE ST. CHARLES, MISSOURI					
	SUBJECT PROPERTY/ SURROUNDING PROPERTIES MAP					
	DRAWN BY	CJD	FIGURE DATE	JOB NUMBER		
	CHECKED BY	BMM	10/29/2025	2025-1778.29	AERIAL PHOTOGRAPH OBTAINED FROM ARCGIS ONLINE, WORLD IMAGERY. DIMENSIONS AND LOCATIONS ARE APPROXIMATE; ACTUAL MAY VARY. DRAWING SHALL NOT BE USED OUTSIDE THE CONTEXT OF THE REPORT FOR WHICH IT WAS GENERATED.	FIGURE 2



AGENDA ITEM #12

**STAFF REPORT
CONDITIONAL USE NO. CU-2026-16
LIQUOR SALES
3833 ELM STREET**

**JUNE 8, 2026
BY LARA BERRY**

APPLICANT: Joshua Hausgen
Scapegoats Bar and Grill
3833 Elm Street
St. Charles, MO 63301

OWNER: Elm & 370 LLC
5530 Salt River Road
St. Peters, MO 63376

ADDRESS/LOCATION: 3833 Elm Street
Ward 7

ACREAGE/SIZE: Approx. 2,000 square feet (Tenant Space)

CURRENT ZONING: I-2/WHP Heavy Industrial District and within the Wellhead Protection District

PROPOSED USE: Liquor Sales associated with a permitted restaurant use

REQUEST

This request is for a Conditional Use Permit for liquor sales associated with a permitted restaurant use at 3833 Elm Street. The subject property is located within the I-2/WHP Heavy Industrial District and Wellhead Protection District between Elm Point Industrial Drive and Interstate 370, within an existing multi-tenant commercial building.

While a restaurant use is permitted by right at this location, the liquor sales associated with a restaurant requires 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.

BACKGROUND

The tenant space was previously approved for liquor sales associated with a restaurant use under the previous two (2) businesses, The Elm Taphouse & Kitchen and Growler USA Brew Pub, prior to the Conditional Use Permit requirement for Liquor Sales in 2022. The current business, Scapegoats Bar and Grill has been functioning as a legal non-conforming (or “grandfathered”) use with respect to liquor sales because the non-conforming use had not lapsed and there was no expansion or intensification of the use at the time of occupancy.

Pursuant to the Zoning Ordinance, a non-conforming use may not be expanded, extended, or modified in a manner that increases the intensity of the use without complying with current zoning regulations. In this case, Scapegoats is proposing to expand its operations through the addition of an outdoor patio on the northern side of the building to accommodate expanded liquor sales and patron activity. As a result, the proposal constitutes an expansion of the non-conforming use and triggers the requirement for a Conditional Use Permit for Liquor Sales.

SUMMARY/ANALYSIS

The subject tenant's interior space consists of approximately 2,000 square feet. With this request, the tenant is proposing a small outdoor patio area with six (6) tables for a total of twenty-four (24) additional seats. The patio will be located on the north side of the building, within an abandoned drive-thru lane (see Figure 1 below). The tenant has also indicated that additional lighting will also be provided. The proposed lighting must be shielded and downcast, in compliance with City Code. The Building Division has also requested that, in addition to the decorative fence, the applicant shall remove the obsolete drive-thru pavement arrow, provide markings for "no parking", and install bollards to protect any customers from vehicles. No other significant changes to the layout or intensity of the space are proposed at this time.



Figure 1: Proposed outdoor patio area.

Based on the submitted business information, the hours of operation are generally 11:00 AM to Midnight. The proposed outdoor patio will maintain those same hours. 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, salads, sandwiches, burgers, and flatbreads.

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 Activity Center #15 (Hwy 370/Elm Street/New Town Boulevard Interchange), of which is characterized by a mix of commercial and industrial 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 Elm Street/New Town Boulevard 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 expansion of a previously approved use within an established commercial corridor. The subject property is located nearest to Activity Center #15, 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 Elm Street/New Town Boulevard 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 and 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 (Joshua Hausgen) and business (Scapegoats Bar and Grill) only for the property located at 3833 Elm Street 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. Any lighting associated with the proposed patio must be compliant with City Standards (shielded and downcast).
4. The obsolete drive-thru arrow shall be removed from the pavement and the area shall be marked to signify no parking.
5. A building permit shall be required to install bollards to protect the patio area.
6. 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.
7. Liquor sales shall not occur independently of the primary business use and shall only be accessory to the submitted restaurant use.
8. 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.
9. 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-2026-16 to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



Figure 2: Aerial Photo of the Subject Site.

OUR DRINKS

BEER

WINE

COCKTAILS

SOFT DRINKS

ON TAP

Angry Orchard Hard Cider
5.0% ABV • Apple Cider

Blue Moon
5.5% ABV • Belgian White

Busch Light
4.2% ABV • Light American Lager

Good News Pastel
5.0% ABV • Fruit Beer

Guinness
4.2% ABV • Irish Dry Stout

KONA Big Wave
4.4% ABV • Golden Ale

Logboat Dark Matter
6.6% ABV • Porter

Mango Cart
4.0% ABV • Wheat Ale

Michelob Ultra
4.2% ABV • Light American Lager

Miller Lite
4.2% ABV • Light American Lager

Natural Light
4.2% ABV • Light American Lager

OctoHaze
7.0% ABV • Hazy IPA

Yuengling Lager
4.5% ABV • Traditional Lager

Space Dust
8.2% ABV • American IPA

DOMESTIC BOTTLED

Bud Light
4.2% ABV • Light American Lager

City Wide IPA
5.5% ABV • American Pale Ale

Desthil Mango Sour
5.0% ABV • Sour Fruited

Michelob Golden
4.1% ABV • American Light Lager

Michelob Ultra
4.2% ABV • Light American Lager

Busch
4.3% ABV • American Lager

Busch Light
4.1% ABV • Light American Lager

Budweiser Select
4.3% ABV • American Lager

Budweiser
5.0% ABV • American Lager

Coors Light
4.2% ABV • American Light Lager

Logboat Snapper
7.2% ABV • American IPA

Yuengling Flight
4.2% ABV • Light Lager

Miller Lite
4.2% ABV • Light American Lager

Two Hearted
7.0% ABV • American IPA

IMPORT BOTTLING

Modelo Especial
4.4% ABV • Pilsner-style Lager

Boddington's Pub Ale
4.7% ABV • Pilsner-style Lager

Hoegaarden
4.9% ABV • Belgian Pale Wheat

NA (NON-ALCOHOLIC)

Gruvi Juicy IPA
0.5% ABV • Low Alcohol IPA

Budweiser Zero
0.0% ABV • Alcoholic Free Lager

SELTZERS & SODAS

Nutrl
A refreshingly simple vodka soda with 5% alc./vol. Made with vodka, soda and natural flavors: Pineapple, Peach, Watermelon.

Surf Side
All-natural teas and lemonades & premium Stateside vodka 4.5 ABV • Iced Tea, Lemonade

OUR DRINKS

BEER

WINE

COCKTAILS

SOFT DRINKS

SPECIALTY DRINKS



Aperol Spritzer

Val D'oca Prosecco, Aperol, Orange.

French 75

Hendricks Gin, Val D'oca Prosecco, Simple Syrup, Lemon.



Maple Bacon Smoked Old Fashion

Knob Creek Smoked Maple Bourbon, Brown Sugar, Bitters, Garnished with Bacon, Cherry & Orange.

Ambush

Pinckney Apple Ambush Bourbon, Hendricks Gin, Grand Marnier, Lemon Juice, Ginger Beer.

OUR DRINKS

BEER

WINE

COCKTAILS

SOFT DRINKS

WINE

Val D'oca Prosecco Extra Dry

A delightful sparkling wine from the Veneto region of Italy. This Prosecco offers a fragrant bouquet of white flowers, green apple and pear.

Geyer Peak Sauvignon Blanc

The Geyser Peak Sauvignon Blanc is recognized for its balanced and refreshing profile, blending the characteristics of both cooler and warmer climate fruits.

District 7 Chardonnay

District 7 Chardonnay is produced in a traditional California style, balancing oak and fruit characteristics.

Stemmari Moscato

A light, aromatic, and semi-sweet white wine from Sicily, Italy, made from the Moscato grape. known for its vibrant yellow color and tasting notes of white flowers, citrus, peaches, and apricots.

Mezzacorona Pinot Grigio

A dry, light-bodied white wine from the Alto Adige region of Italy. known for its fresh, fragrant notes of pear, chamomile, and jasmine.

Old Soul Pinot Noir

The blackberry notes gives this wine its distinct Lodi character; soft and round, with good weight for the varietal, gentle acidity in the mid-palate that is distinctively Pinot.

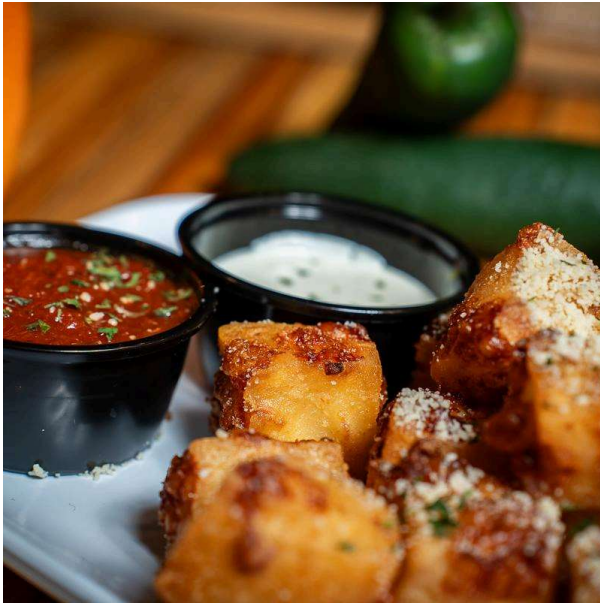
Avalon Cabernet

The blackberry notes gives this wine its distinct Lodi character, soft and round, with good weight for the varietal, gentle acidity in the mid-palate that is distinctively Pinot.

OUR MENU

MENU

START

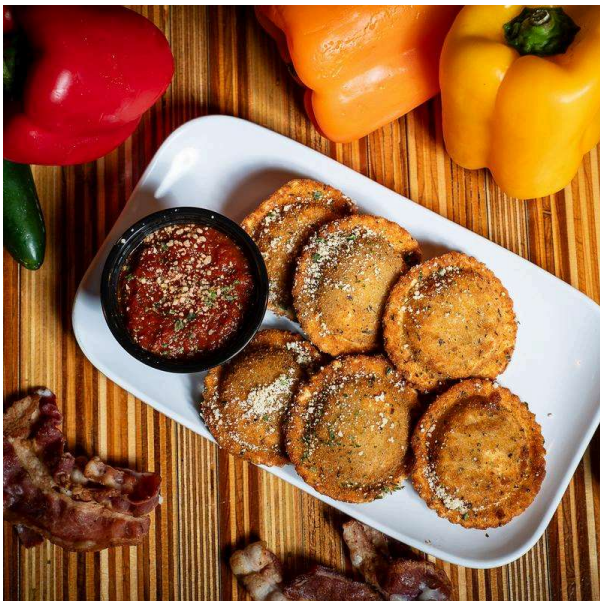


Cheese Cube

Come on... Who doesn't love some fried cheese! Served with marinara or ranch.

Onion Rings

Fried onion at it's best. Served with ranch or Goat sauce.



Toasted Ravioli

SALAD

Dressings: Ranch, Caesar, Garlic F

Side Salad

Fresh cut romaine with cheddar-jack cheese, croutons, tomatoes.

Garden Salad

Fresh cut romaine with cheddar-jack cheese, croutons, tomatoes, green peppers, and or shaken in Goat sauce +\$3.00

Club Salad

Fresh cut romaine with cheddar-jack cheese, croutons, tomatoes, turkey bacon and C

FLATBREAD

Pepperoni

Yeah, pretty much self explanatory.

Chicken Bacon Garlic

Creamy garlic sauce, chicken, bacon and tomatoes.

Philly

Garlic aioli sauce, philly meat, green peppers, onions & zesty herb seasoning.

Breaded and fried to perfection. Served with marinara or ranch.

Fried Pickle Chips

Breaded and fried to perfection. Served with ranch or Goat sauce.

Pretzels

Breaded to perfection. Served with queso cheese.

Chips & Salsa

White corn tortilla chips served with salsa | Add Queso Cheese +\$1.00



Chicken Wings

One pound of jumbo wings fried to perfection shaken in your choice of sauce | Two

Chicken Tenders

3 Crispy chicken tenders with your choice of dipping sauce | Make it a Meal (5 tenders)



Veggie

Red sauce, green peppers, onions, tomatoes, mushrooms, and black olives.



Buffalo Chicken

Goat sauce, chicken, onions, tomatoes, and topped with celery.



BURGER

Burgers are a 1/4 lbs. patty smash burger style served on a potato bun. Lettuce,
All burgers and sandwiches are served with you
Add a Second Patty +\$1.99 | Add Bacon to

Cheese Burger

Beef patty topped with your choice of cheese.

Cajun Burger

Beef patty rubbed in our blackened seasoning. Topped with an Andouille roux with on

Grilled Cheese Burger

Our grilled cheese with a burger patty inside. perfect.

SANDWICHES

All sandwiches are available as a wrap. Either tradition with lettuce and cheddar jack cheese or grilled with no lettuce.

Philly Cheese Steak

\$11.99

Thinly sliced beef sautéed with onions, green peppers, and topped with melted provolone, on a hoagies with our garlic aioli | Prefer chicken? We can make it that way, too.

Buffalo Chicken Sandwich

\$10.99

Chicken breast, fried or grilled, shaken in Goat sauce and your choice of cheese.



Turkey Club

\$12.99

Thinly sliced turkey breast, provolone cheese, lettuce, tomato, bacon, sautéed onions, and garlic aioli.



Pulled Pork Sandwich

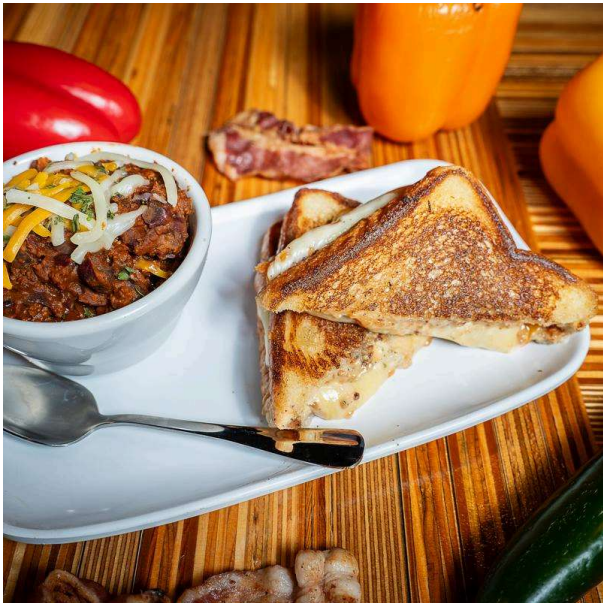
\$10.99

Seasoned pulled pork topped with our homemade goat slaw, pickles and BBQ sauce on a potato bun.

Chicken Tenders Meal

\$11.99

5 Chicken fingers with fries | Add Queso Cheese sauce +\$1.00



Chili & Grilled Cheese Sandwich

Cup \$8.99 | Bowl \$11.99 • Texas toast with garlic aioli, provolone, cheddar, and white American.



French Dip

\$10.99

Thinly sliced beef, cooked to perfection, topped with provolone cheese, on a hoagie with our garlic aioli. Served with savory au jus for dipping.

Chicken Sandwich

\$9.99

Grilled, blackened or fried chicken breast topped with your choice of cheese. Served on a potato bun with our garlic aioli.

Turkey Baconator

\$14.99

Loaded with thinly sliced turkey breast and topped with sliced bacon, pepper jack cheese, crumbled bacon and garlic aioli.

Fried Pollock Sandwich

\$10.99

Crispy pollock strips with your choice of cheese on a potato bun with garlic aioli.

Fish & Chips

\$12.99

Crispy pollock strips with a side of fries and garlic aioli on the side.

OUR DRINKS

BEER

WINE

COCKTAILS

SOFT DRINKS

SODA & TEA

Pepsi

Pepsi Zero

Mug Root Beer

Starry

Dr Pepper

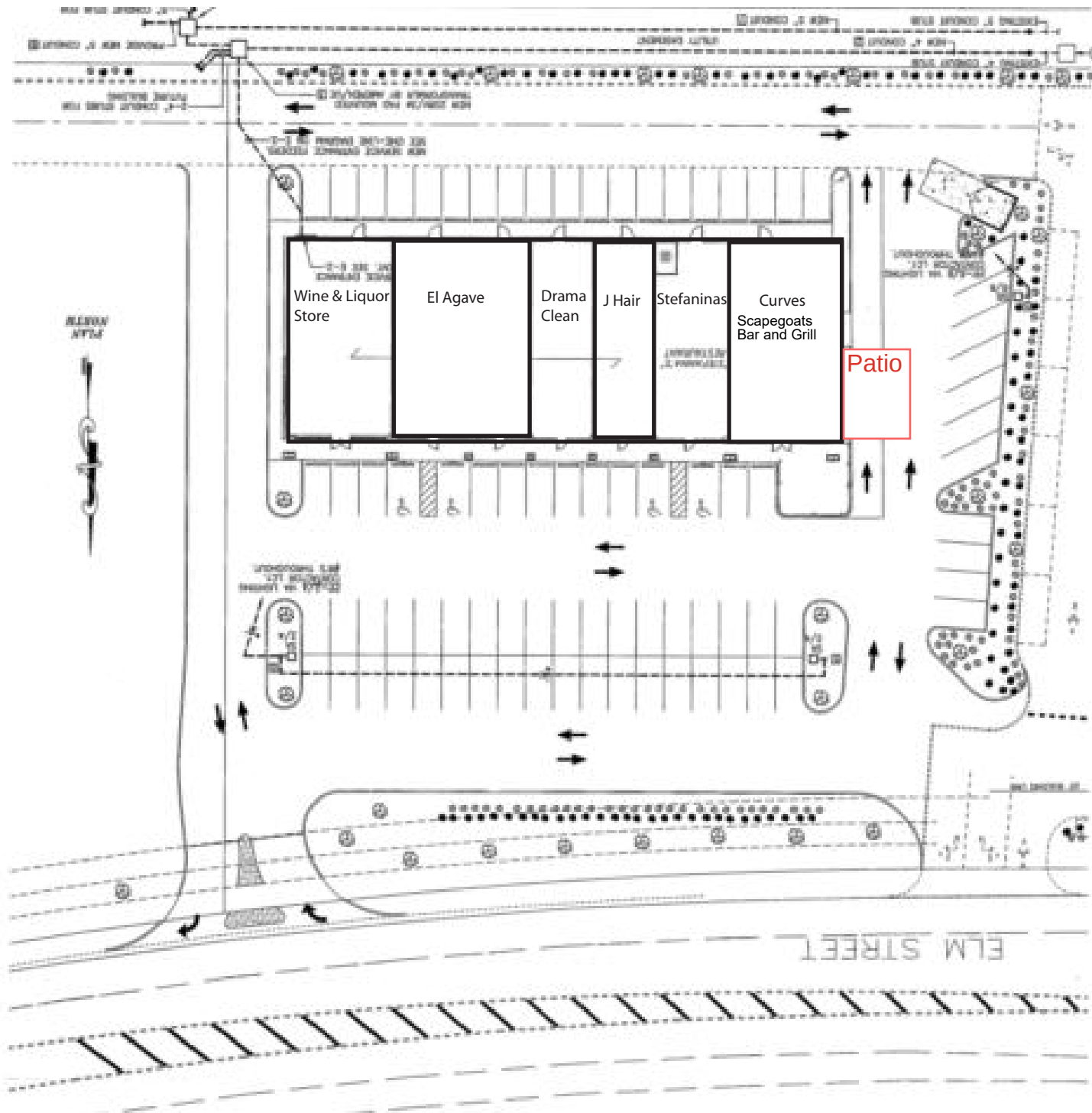
Diet Dr Pepper

Lemonade

Mt Dew

Iced Tea

Sweet Ice Tea





AGENDA ITEM #13

**STAFF REPORT
CONDITIONAL USE NO. CU-2026-17
LIQUOR SALES
720 S MAIN STREET**

**JUNE 8, 2026
BY MADELYN P. BROWN**

APPLICANT/OWNER: Rohnda Lytle
Brickstone Kitchen LLC/ Pennington Partners LLC
243 Pennington Lane
Chesterfield, MO 63005

ADDRESS/LOCATION: 720 S Main Street
Ward 2

LOT SIZE: Approx. 1.37 acres (overall)

CURRENT ZONING: HCD/SMPD Historic Commercial District within the South Main Preservation District

PROPOSED USE: Liquor Sales associated with a permitted restaurant use

SUMMARY OF REQUEST

This request is for liquor sales specifically associated with a new restaurant (Brickstone Kitchen/Backyard Dogs) located at 720 S Main Street. The property is zoned HCD/SMPD Historic Commercial District within the South Main Preservation 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.

ANALYSIS

The proposed Brickstone Kitchen restaurant will include two distinct dining and service areas located both within the principal building and in the rear outdoor portion of the property. At the August 18, 2025 Landmarks Board meeting, a site plan application was presented for an outdoor patio space and the renovation to the existing accessory structure for an outdoor ordering window and kitchen. Upon review of the application, the board approved the site plan.

The indoor component, Brickstone Kitchen, will include a kitchen, seating area, and ordering counter serving a menu including breakfast items, sandwiches, bowls, and desserts. The outdoor component, Backyard Dogs, will operate from the existing accessory building located at the rear of the property and will include an ordering window and separate kitchen area. Backyard Dogs will offer more casual “walkable” food options including hot dogs, meat sticks, and burgers.

Alcohol sales are also proposed as part of the operation. Brickstone Kitchen will offer beer, wine, and cocktails for purchase, while Backyard Dogs will be limited to beer sales only. Both portions of the restaurant will operate from 7:00 a.m. to 8:00 p.m., seven (7) days a week.

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 #6 (Historic Downtown Sub-District). The proposed liquor license at this location associated with a permitted use can be compatible with its commercial/residential surroundings along Main Street.

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 720 S Main Street, closest to Activity Center #6. 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 proposed 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 in close proximity to residences along Main Street and the historic district area. 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 retail use is issued to the applicant (Rohnda Lytle) and business (Brickstone Kitchen/Backyard Dogs) only for the property located at 720 S Main Street 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 retail use.
4. Amplified, outdoor music is prohibited without the approval of a Conditional Use permit.
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 the Conditional Use Permit application for a Liquor Sales associated with a permitted restaurant use at 720 S Main Street to the City Council with a favorable recommendation, subject to the conditions recommended by staff.



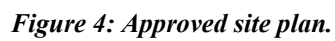
Figure 1: Aerial photo of the subject site.



Figure 2: Street view of subject property.



Figure 3: Rear view of subject property.



Brickstone Kitchen/Backyard Dogs

Address: 720 S Main, St. Charles MO 63301

Owner: Rhonda Lytle; 314-255-8385

Timeline:

- Architect designs/MEP drawings: Complete
- State-Federal-City approvals: Complete
- ADA compliant restrooms: Floor 1: 2 restrooms; Floor 2: 1 restroom; Floor 3: 1 restroom (owners floor – not open to public)
- Outdoor seating: Picnic tables, patio lights, Adirondack chairs with gas heaters, outdoor music (background music); benches along building for multiple seating options
- Construction started: 1/6/26
- Coming Soon Signage-Ads: August, 2026
- Construction completion: 8/28
- PR opening party: 9/2/26
- OPENING DAY: 9/4/26

Main Building: Brickstone Kitchen; outdoor kitchen signage: Backyard Dogs – Top Dog on Main Street

Overview: Eatery and Boutique

Seating: Floor 1, Floor 2, outdoor courtyard

Kitchens: 1) Indoor Kitchen 2) Outdoor Kitchen

Ordering: Consumers will order at order counter indoors and order window for outdoor kitchen.

Hours: 7am-8pm; 7 days a week

Beverage:

- Coca-Cola products: Coke, Coke Zero Sugar, Diet Coke, Barqs Rootbeer, Fanta Orange, Dasani Water: All bottles; no fountain
- Liquor-Beer-Wine: Assortment of liquor, bottled beer and 2 beer taps; wine
- Coffee: Full coffee bar including drip coffee
- Food-Indoor Kitchen: From scratch recipes...
 - Breakfast: Oatmeal; chia seed pudding, breakfast sandwiches, breakfast sweets
 - All Day: Sandwiches, Salads, Soups, Appetizers, Daily Specials
 - Desserts: 2-3 dessert options
- Food-Outdoor Kitchen:
 - Hot Dogs, smash burgers, fried pork tenderloin sandwich, chicken sandwich, filet beef on a stick, chicken on a stick, French fries, fried chicken tenders, fish fry Fri and Sat
 - Specials Daily: E.g., Meatloaf Mondays, Taco Tuesdays, etc.
 - Sides: Cole slaw, pickled beets, potatoe salad, fresh fruit
 - Desserts: 2-3 dessert options; 1 being soft serve ice cream

Menu-Brickstone/Back-Yard Dogs-EATS

SPECIALS: Monday: Meatloaf & 2 Sides; Tuesday: Beef Filet Stew & Big Biscuit; Wednesday: Grilled Sausages & 2 Sides; Friday & Saturday: Fish Fry & 2 Sides; Sunday: Chicken & Dressing
Seasonal Foods: Fall: Brats; other TBD
Seasonal Desserts: Summer: Sat-Sun: Funnel Cakes; Fall: Pecan & Pumpkin Pie Bowls

Breakfast Eats & Sweets:

- Brickstone's **BIG Biscuit**
 - Local Jams/Honey/Seasonal Butters – V
 - *Flights: Butter or Jam (trio of 3 offerings)*
 - Red Eye Gravy (leftover coffee)
 - Addons: Sausage, Bacon, Egg, Cheese
- Gourmet Toasts: Artisan Sour Dough, Cinnamon Toast - *V-GF Available*
 - Local Jams/Honey/Seasonal Butters/Peanut Butter – V
 - Additional Addons: Sausage, Bacon, Egg, Cheese
- Oatmeal: Plain with brown sugar & Brickstone granola, Seasonal Purees (spring: strawberry puree; fall: apple puree; holiday: pumpkin puree) - *V-GF*
- Sweet Breads: Banana Nut, Lemon Poppy, Blueberry & Seasonal – V
- Chia Seed Pudding with Granola
- Fresh Seasonal Fruit Cup - *V-GF*

Sweet Treats: All Day – While Supplies Last

- **Mini Pie Bowls:** Coconut Cream, Vanilla-Banana Wafer, Chocolate Cream, Apple, Cherry
- Baked Chocolate Chip Cookie Bowl w vanilla ice cream
- Brickstone Toasted Granola: Almonds, chia seeds, pecans, pumpkin seeds, sweet coconut - *V-GF*
- **Carmel Puffs - GF**

Flights: Butters & Jams Flights
Flights: Mini Pie Bowl Flights

All Day Eats:

Sharables:

- Baked Jumbo Pretzel with Mustard or Beer Cheese
- Smoked Fish Dip with Toasted Naan
- Pimento Cheese with Toasted Naan

The Big Cheese & PB&J:

- Grilled Cheeses on Sour Dough:
 - Classic: Sharp Cheddar, Mozzarella
 - **Deluxe BIG Cheese:** Sharp Cheddar, Vermont White Cheddar, Mozzarella
 - Bacon Deluxe Grilled Cheese: Add Bacon
 - Country Ham Grilled Cheese: Add Country Ham
- BLT: Bacon, Lettuce, Tomatoe; choice of Bread
- PB&J with Seasonal Jam on Sour Dough

Bowls/Sandwiches:

- Tomato Soup Bowl with Toasted Sour Dough Croutons
- Chili Bowl
- Chili Mac Bowl
- Mac & Cheese Bowl
- Sloppy Joe Sandwich
- **Egg Salad Sandwich (DeRomas knockoff)**
- Tuna Salad Sandwich
- Salad Bowls:
 - Farmer's Market Salad Bowl: Fresh mixed greens, toasted honey pecans, sliced purple onion, cranberries & Choice of Dressing
 - ADD Ons: Beef Filet (5 bites) or Sauteed Chicken (5 bites), Burata or Baked Goat Cheese

Backyard Dogs Eats: Walkable Foods

- ¼ Pound All Beef Hotdog w/ or w/o Chili; New Yorker; Chicago Dog & St. Charles Dog (bbq sauce & cole slaw)
- Brisket Smash Burger
- **Fried Pork Tenderloin Sandwich**
- Fried Chicken Basket (3) & Sauce
- **Beef Filet Stick** (5 filet bites) w/ Hollandaise Sauce Drizzle
- Teriyaki Chicken Stick
- Sides:
 - Cheese Curds
 - Fried Pork Rinds (salt&pepper; chili&salt)
 - Chili
 - Pickled Beets
 - French Fries
 - Cole Slaw
 - Potato Salad
 - Fresh Seasonal Fruit
- Fish Fry Fridays & Saturdays: Fried or Grilled Fish, Fries & Cole Slaw
 - Fish Reorder (3 pieces) – 3.99

Sweet Treats:

- **Soft Swirl Ice Cream: Vanilla & Toppings**
- **Walkabout Smore**
- **Fried Donuts with Hot Fudge Sauce:**
 - Powder Sugar
 - Cinnamon Sugar

*50c Each: Toppings Options: American Cheese, White Cheddar, fried onions, onions, pickles, tomato, lettuce, dill pickle

**Condiments: Heinz Ketsup, Heinz Mustard, Duke's Mayo, St. Louis Syberg's Sauce; Ranch Dressing, Blue Cheese Dressing, Honey Mustard Dressing

***50c Each: Sauce: St. Charles Sauce, Gator Sauce, Syberg's Sauce

1.99 Upcharge: Gluten Free: Whole grain GF bread; Rice Crackers

Menu-Brickstone/Back-Yard Dogs-DRINKS

Brickstone Drinks:

Coffees/Teas:

Coffee:

- Drip Coffee
- Cappuccino
- Lattes
- Espressos
- Iced Coffee
- Flavors: Vanilla, Hazelnut, Pumpkin Spice

Tea: Hot Tea with sugar cubes (white/brown, Agave, Honey syrups)

Kale Juice Tonic:

Brickstone Iced Tea:

- Sweet, Unsweet, Half Sweet/Half Unsweet

Soft Drinks:

- 12oz cans of Coca-Cola, Coca-Cola Zero Sugar, Diet Coke, Sprite, Fanta Orange, Barq's
- 16oz Cans DASANI Water
- Dirty Sodas (3)

Flights:

- Coffee Flights
- Bloody Mary Flights
- Mimosa Flights

Wine:

- Reds: Cabernets (2); Pinot (1); Blend (1)
- Whites: Chardonnay, Sauvon Blanc, Rose
- Sparkling: White
- Daily Specials: Flights: Fresh Juice Mimosa, Special Seasonal Wines

Beers:

- Bottles: 5
- *Seasonal (2)*

Burbon-Vodka-Tequila:

- Burbon: 5
- Vodka: 2
- Tequila: 2

Specialty Drinks:

- Espresso Martini
- Chocolate Espresso Martini
- Bloody Mary
- Sangria - Seasonal

Backyard Dogs Drinks:

Brickstone Iced Tea: Sweet, Unsweet, Half Sweet/Half Unsweet

Soft Drinks:

- 12oz cans of Coca-Cola, Coca-Cola Zero Sugar, Diet Coke, Sprite, Fanta Orange, Barq's
- 16oz Cans DASANI Water

Beers:

- Bottles: 5
- *Seasonal (2)*
- **Portable Kegerator – 3; Michelob Ultra, Busch Light & Coors Light (seasonal: IPA or cider vs Coors Light)**



AGENDA ITEMS #14 & 15

Memorandum

To: Planning & Zoning Commission

From: Lara Berry, Planner

Date: June 1, 2026

Subject: Z-2026-10 & CU-2026-12 – Request to Table

The applicant has requested to **TABLE** these applications to the July 13, 2026 Planning & Zoning Commission meeting.



AGENDA ITEMS #16, 17 & 18

STAFF REPORT

ANNEXATION CASE NO. Z-2026-14 REZONING CASE NO. Z-2026-15 & Z-2026-16 STONE MOSS VILLAS NEW PLANNED DEVELOPMENT

**JUNE 8, 2026
BY LARA BERRY**

<i>APPLICANT:</i>	Larson Development, LLC 100 N. Broadway, 17 th Floor St. Louis, Missouri 63102	
<i>OWNERS:</i>	Roger Lee Sellenschuetter Trust 1704 Muegge Road St. Charles, Missouri 63303 Judith R. Brown & Crill Bardell Brown 1710 & 1712 Muegge Road St. Charles, Missouri 63303	
<i>ADDRESS/LOCATION:</i>	An overall 5.75-acre (more or less) tract of land located at 1704 Muegge Road and an overall 2.44-acre (more or less) tract of land located at 1710 & 1712 Muegge Road. Ward 5	
<i>ACREAGE:</i>	Overall 8.3-acres (more or less)	
<i>EXISTING ZONING:</i>	1704 Muegge: County "R1E" Single-Family Residential District 1710 & 1712 Muegge: City "R-1E" Single Family Residential District	
<i>REQUESTED ZONING:</i>	1 st R-1E Single Family Residential (Z-2026-14) 2 nd R-3A Multiple-Family Residential District (Z-2026-15) 3 rd PD-R Planned Development-Residential District (Z-2026-16)	
<i>SURROUNDING ZONING:</i>		
North	R-1E Single-Family Residential	Single-Family Detached Dwellings
South	R-1C Single-Family Residential District & PD-R Planned Development-Residential	Single-Family Detached Dwellings & Single-Family Attached Dwellings
East	R-1E Single-Family Residential, R-1C Single-Family Residential District & PD-R Planned Development-Residential	Single-Family Detached Dwellings & Single-Family Attached Dwellings
West	PD-R Planned Development-Residential	Single-Family Detached Dwellings & Single-Family Attached Dwellings

REQUEST

The applicant has submitted three (3) applications for a new Planned Development – Residential District development (Stone Moss Villas) within the City of St. Charles.

1. **Z-2026-14:** A request to annex and establish zoning for the property known as 1704 Muegge Road (approximately 5.75 acres) from County R1E Single-Family Residential District to City R-1E Single-Family Residential District.

Staff Explanation: Upon annexation, properties must be assigned a City zoning district. The R-1E designation is being applied as a comparable interim zoning classification consistent with the property's existing County zoning and surrounding residential context.

2. **Z-2026-15:** A request to rezone an overall 8.3-acre tract of land from R-1E Single-Family Residential District.

Staff Explanation: This step consolidates the parcel to be annexed with adjacent tract(s) under a single zoning district to allow consistent application of density and development standards across the entire project area prior to PD-R consideration.

3. **Z-2026-16:** A request to rezone the same 8.3-acre tract of land from the R-3A Multiple-Family Residential District to PD-R Planned Development – Residential with the intent of developing a 50-unit attached townhome development.

Staff Comment: This final step establishes the Planned Development zoning, which allows for a site-specific review of layout, architecture, and development standards beyond what is permitted under conventional zoning.

This report will analyze the appropriateness of all three (3) applications and the associated Preliminary Development Plan for the site design and elevations.

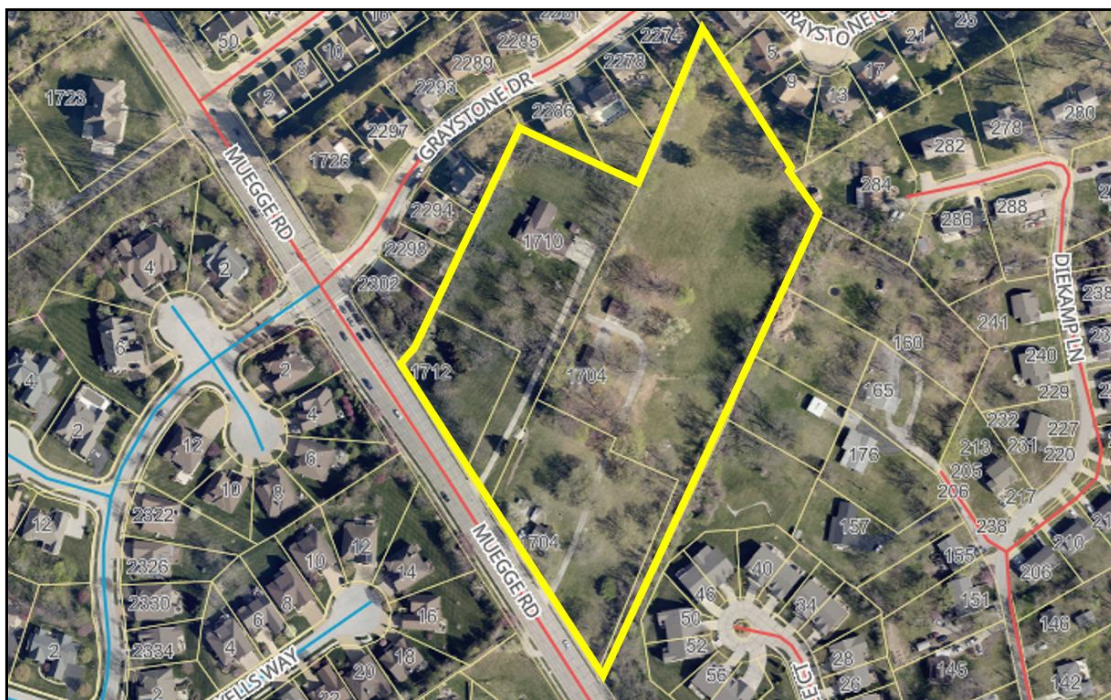


Figure 1: Proposed Location of Rezoning and Development.

BACKGROUND

The subject properties are currently developed with three single-family residences and one detached accessory garage. Larson Development is seeking to rezone the properties to Planned Development Residential (PD-R) with an underlying R-3A Multiple-Family Residential District to facilitate the redevelopment of the site with attached townhouse-style dwellings.

According to the applicant, the proposed development is intended to provide higher-end attached housing options targeted toward young professionals, empty nesters, and residents seeking to downsize while reducing exterior maintenance responsibilities. While the development is designed with individual lots for each dwelling unit, the applicant has indicated that the units are anticipated to be operated as rental housing, with projected monthly rental rates ranging from approximately \$3,000 to \$4,000.

The proposed development consists of attached townhouse dwellings arranged on individually platted lots. This development pattern presents unique zoning considerations because the underlying R-3A District was not specifically designed for fee-simple townhouse developments on individual lots.

The R-3A Multiple-Family Residential District is primarily intended for multi-family developments under unified ownership, such as apartment complexes or condominium developments where units may be individually owned, but the underlying land and common areas remain under a common ownership structure, such as a Homeowners Association (HOA). While townhouse dwellings are a permitted use within the R-3A District, the district does not contain development standards specifically tailored to fee-simple townhomes on individually platted lots unless each lot can independently meet the minimum lot requirements of the district (see Table 1 below).

R-3A Design Standard	Requirement
Minimum lot area	Ten thousand (10,000) square feet
Minimum lot width	a. Minimum width at the building line: seventy-five (75) feet. b. Minimum street frontage: twenty-five (25) feet
Minimum lot depth	One hundred twenty-five (125) feet
Maximum height of building	Three (3) stories or forty-five (45) feet
Minimum setback requirements measured from building line to property line	a. Front yard setback: twenty-five (25) feet. b. Side yard setback: seven (7) feet. c. Rear yard setback: twenty-five (25) feet. d. Minimum horizontal distance between buildings on the same lot: thirty (30) feet.
Maximum Lot Coverage	Not more than forty percent (40%) of the lot area shall be covered by the principal buildings and accessory structures.
Residential Density	The density shall not exceed eighteen (18.0) dwelling units per acre (DU/A).
Off-Street Parking And Loading. Requirements	2 spaces per dwelling unit.

Table 1: R-3A Multiple-Family Residential District Design Standards

Historically, similar fee-simple townhouse developments in the City have been approved through Planned Development Residential (PD-R) zoning. For example, the Oakleigh Park Addition development near Hackmann Road and McClay Road, approved in 2021, utilized PD-R zoning to accommodate individually owned townhouse lots while establishing customized development standards for the project.

During the review process, staff identified two potential zoning paths for the proposed development:

1. Retain straight R-3A zoning and pursue multiple variances through the Board of Adjustment to address lot and development standard deficiencies; or
2. Rezone the property to PD-R with an underlying R-3A zoning designation.

After evaluating both options, staff and the applicant concluded that the PD-R approach provided the most practical mechanism to accommodate the proposed development. The combined subject properties exceed the minimum five-acre threshold required for a Planned Development, and the site is capable of meeting the design requirements associated with PD-R zoning, including common open space and perimeter landscaping buffers. As a result, the applicant elected to pursue rezoning to PD-R with an underlying R-3A District rather than seek multiple variances through the Board of Adjustment.

ANALYSIS OF ANNEXATION & ESTABLISHMENT OF ZONING DISTRICT (Z-2026-14)

The applicant is requesting annexation of an approximately 5.75 acre portion of the overall development, located at 1704 Muegge Road, and the establishment of City R-1E Single-Family Residential District zoning. Pursuant to City policy, newly annexed properties are typically assigned a City zoning district that most closely corresponds to the property's existing County zoning classification. The property is currently zoned County R1E Single-Family Residential District and therefore the requested City R-1E zoning is consistent with this practice.

The annexation request is associated with the applicant's broader proposal to redevelop the combined 8.3-acre site as a townhouse development. Establishing City zoning at the time of annexation will ensure that the property is subject to the City's zoning and development regulations. Staff finds the proposed annexation and initial zoning designation to be appropriate and consistent with surrounding land use patterns.

ANALYSIS OF REZONING TO R-3A (Z-2026-15)

The applicant is requesting rezoning of all subject properties from R-1E Single-Family Residential District to R-3A Multiple-Family Residential District as the underlying zoning designation for the proposed Planned Development Residential (PD-R) project. The R-3A District permits townhouse dwellings and establishes a maximum density of eighteen (18) dwelling units per acre.

The proposed development consists of 50 attached townhouse units on approximately 8.3 acres, resulting in an overall density of approximately 6.0 dwelling units per acre. The R-3A District permits a maximum density of eighteen (18) dwelling units per acre; therefore, the proposed development utilizes approximately one-third of the density that could otherwise be permitted under conventional R-3A zoning.

Although the R-3A District is classified as a multiple-family residential district, the proposed development differs from a traditional apartment or condominium project. Each dwelling unit is proposed on an individual lot and includes its own entrance, garage, and direct access to the street system. In many respects, the development functions similarly to a single-family subdivision, with the primary distinction being that the dwelling units are attached rather than detached.

Surrounding Development Patterns

Properties immediately north and east of the site are zoned R-1E and R-1C Single-Family Residential Districts, while properties to the south and west are developed under Planned Development zoning. Staff finds the proposed R-3A designation to be compatible with surrounding residential development patterns.

The Hampton Place subdivision to the south and the Spring Oaks subdivision to the north contain attached villa-style products on individually platted lots that are similar in character to the proposed development. Additionally, the St. Charles Crossing and Central Park subdivisions to the west include a mix of single-family detached and single-family attached dwellings. As such, the proposed townhouse development represents an extension of existing residential development patterns rather than the introduction of a new or incompatible housing type.

Staff also notes that the Hawthorne Grove development, located approximately 1,200 feet south of the subject property at Muegge Road and South Old Highway 94, includes attached townhouse units and is similarly zoned R-3A. This development further demonstrates the presence and compatibility of townhouse-style development within this general area.

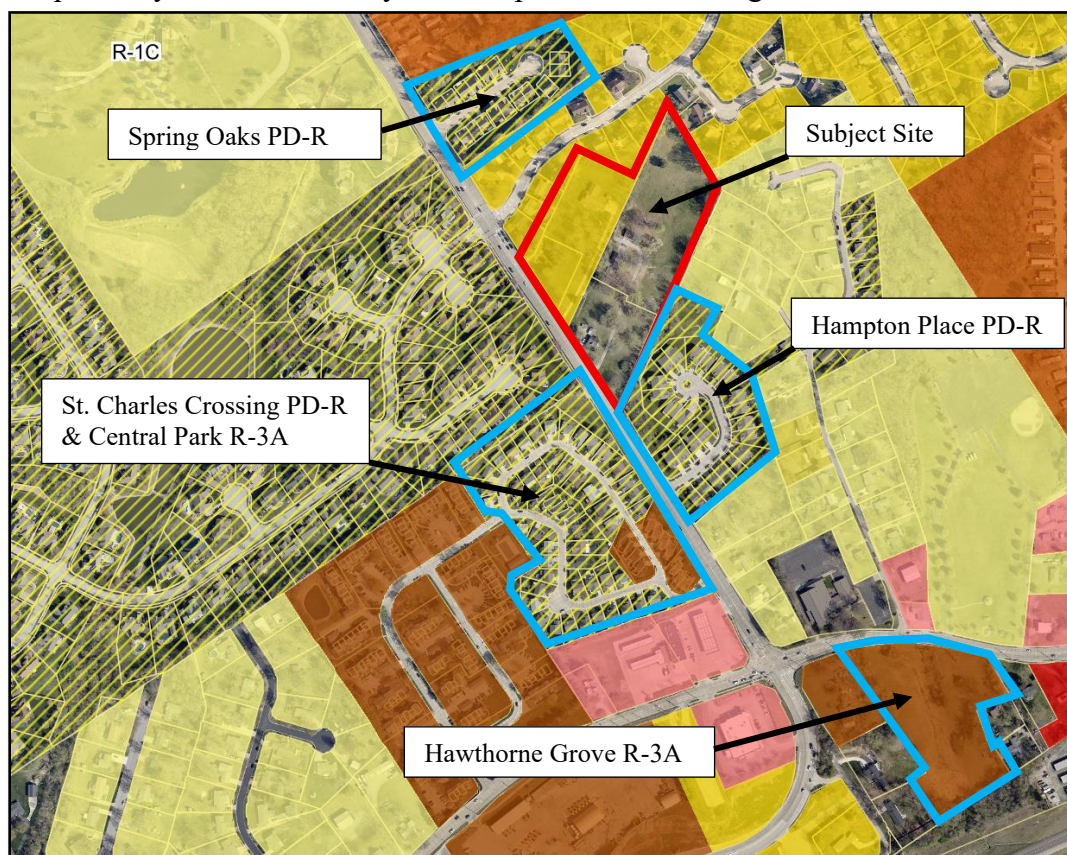


Figure 2: Similar Area Developments.

The following table summarizes comparable residential developments with similar housing types, densities, and zoning designations within the surrounding area:

	Oakleigh Park Addition	Hawthorne Grove	St Charles Crossing/Central Park	Hampton Place	Spring Oaks	Proposed Stone Moss Villas
Dwelling Units	32	34	63	24	16	50
Density	8.22	6.8	6.3	4.3	4.4	6.02
Acres	3.89	5.0	10	5.5	3.6	8.3
Zoning	PD-R	R-3A	PD-R/R-3A	PD-R	PD-R	PD-R

Table 2: Density of similar developments vs. the proposed development.

Historically, similar attached residential developments have often been approved through Planned Development zoning with underlying single-family residential districts, including Hampton Place and Spring Oaks. However, staff finds that the R-3A Multiple-Family Residential District is the more appropriate underlying zoning designation for this proposal because townhouse dwellings are expressly permitted within the district and the district provides an established framework for evaluating residential density.

More recent townhouse developments within the City, including Hawthorne Grove and Oakleigh Park Addition, have likewise utilized R-3A zoning as either the primary or underlying zoning designation. As shown in Table 2, the proposed density of approximately 6.0 dwelling units per acre is consistent with similar attached residential developments in the surrounding area and remains substantially below the maximum density permitted within the R-3A District.

Although the proposed development exhibits many characteristics commonly associated with single-family residential neighborhoods, including individual lots, private garages, and direct unit access, the attached building form and townhouse use classification make the R-3A Multiple-Family Residential District the most appropriate underlying zoning designation for the development. Staff therefore finds the proposed rezoning to R-3A to be compatible with surrounding development patterns and consistent with recent townhouse developments approved within the City.



Figure 3: Location of the Proposed Development and Similar Density Developments.

ANALYSIS OF THE PD-R DEVELOPMENT PLAN (Z-2026-16)

Overview

The applicant proposes the Stone Moss Villas residential development on approximately 8.3 acres and is requesting approval of a PD-R Planned Development – Residential zoning district in conjunction with a Preliminary Development Plan. While the underlying zoning district of R-3A Multiple-Family Residential is referenced for general density and use context, the PD-R zoning classification establishes development standards that are tied specifically to the approved Preliminary Development Plan.

Unlike conventional straight zoning districts, PD-R zoning is an individualized zoning plan in which approval is granted based on a specific development concept, including site layout, density, access, open space, and architectural character as depicted in the submitted plan. As such, the entitlements associated with PD-R approval are limited to the development configuration shown in the applicant's plan.

Any substantial changes from the approved Preliminary Development Plan would require additional review and approval through the applicable development review process, including additional staff review, and consideration by the Planning and Zoning Commission, and City

Council. For instance, a request to convert the project to traditional apartment-style buildings, increase density beyond what is depicted in the approved plan, or materially alter the site layout would not be permitted by right and would require formal amendment and public review.

In this way, the PD-R process provides an additional level of oversight compared to a conventional rezoning to R-3A, where development rights are more broadly established by right. The Preliminary Development Plan includes residential buildings, internal circulation, common open space, and site amenities including a community pavilion and dog park.

Density

As previously discussed, the proposed development contains residential units on approximately 8.3 acres, resulting in a gross density of approximately 6.02 dwelling units per acre.

This density is substantially below the maximum density permitted under the underlying R-3A Multiple-Family Residential zoning district, which allows up to 18 units per acre. The proposed density reflects a lower-intensity residential development pattern than would otherwise be permitted under the underlying zoning district and is consistent with similar townhouse developments approved within the surrounding area and at comparable distances from an Activity Center (as discussed later in this report).

Staff finds the proposed density to be appropriate for the site and compatible with surrounding residential development patterns. The reduced intensity, in combination with the proposed site design and open space provisions, supports the overall PD-R request.

Open Space/Amenities

Section 405.365(K)(3) of the Zoning Ordinance requires common open space to comprise at least fifteen percent (15%) of the gross area of the residential development or one (1) acre per one hundred (100) persons of expected population, whichever is greater. The ordinance further provides that expected population shall be calculated by multiplying the total number of dwelling units by 2.5 persons per dwelling unit.

The proposed development contains 50 dwelling units. Applying the ordinance-required population factor results in an expected population of 125 persons (50 dwelling units $\times$ 2.5 persons per dwelling unit = 125 persons).

The minimum common open space requirement can therefore be calculated as follows:

- 15% of the gross site area:
 $8.3 \text{ acres} \times 15\% = 1.245 \text{ acres}$ (or approximately 1.25 acres)
- Population-based requirement:
 $125 \text{ persons} \div 100 \text{ persons per acre} = 1.25 \text{ acres}$

Because both calculations result in approximately 1.25 acres, the minimum required common open space for the development is 1.25 acres.

The Preliminary Development Plan provides approximately 1.94 acres of common ground, exceeding the minimum requirement by approximately 0.69 acres (55%). In addition, the proposed townhouse units include private patios that may qualify for common open space credit under the

ordinance. Even without applying any credit associated with those patios, the development exceeds the minimum common open space requirement established by the PD-R regulations.

The development also includes resident-focused amenities consisting of a community pavilion and an approximately 4,600-square-foot dog park. These amenities are integrated into the overall site design and provide opportunities for recreation, gathering, and outdoor activity for residents.

Staff finds that the proposed common open space and amenity package exceeds the minimum ordinance requirements and satisfies the intent of the PD-R district by providing functional recreational areas, gathering spaces, and enhanced residential amenities that contribute to the overall quality of the development.

Landscaping/Buffering

The PD-R regulations require a minimum thirty-foot (30') wide buffer where a residential development is proposed adjacent to a lower-density residential district. The buffer area must remain free of buildings, structures, and parking areas and be permanently landscaped or preserved with natural features to provide visual separation between differing residential intensities. The ordinance further requires a minimum of one (1) tree per thirty (30) lineal feet of frontage adjacent to the residential district, with required trees having a minimum caliper of two and one-half (2.5) inches.

The Preliminary Development Plan includes the required landscaped buffer along the perimeter adjacent to surrounding residential properties. The proposed buffer areas are free of buildings and parking and include landscaping intended to provide visual screening and transition between the proposed development and adjacent lower-density residential neighborhoods.

Staff finds the proposed landscaping and buffering plan to be compliant with the PD-R requirements, consistent with the intent of the ordinance to provide compatibility between differing residential development patterns, and further protected through placement within the common ground areas rather than on individual residential lots.

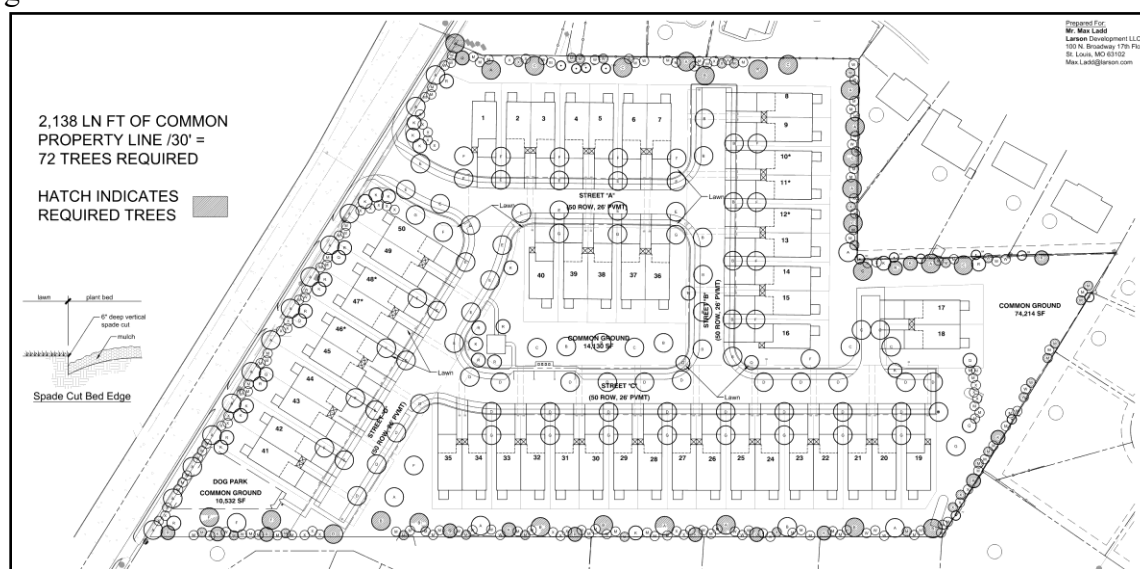


Figure 4: Proposed Landscaping Plan.

Tree Preservation

The City's tree preservation regulations require replacement of protected trees removed during development activities. Except for fifty percent (50%) of existing trees that may be removed without replacement, any tree measuring ten inches (10") DBH or greater that is removed must be replaced at a ratio equal to the number of diameter inches removed. Replacement trees must have a minimum caliper of two and one-half (2.5) inches. Where site constraints prevent full replacement on the subject property, the applicant is required to contribute to the City's Tree Bank at a rate of fifty dollars (\$50) per caliper inch that cannot be replaced.

According to the submitted tree preservation plan, approximately 2,915 caliper inches of viable trees exist within the disturbance area. Based on the ordinance requirements, fifty percent (50%) of this total, or 1,457.5 caliper inches, must either be preserved or mitigated.

The applicant proposes to preserve approximately 263 caliper inches of existing trees on-site. Therefore, the required replacement calculation is as follows:

- Total preservation/mitigation requirement: 1,457.5 caliper inches
- Less preserved trees: 263 caliper inches
- Required replacement: 1,194.5 caliper inches

The landscape plan provides approximately 687.5 caliper inches of replacement trees on-site. This results in a remaining deficit of approximately 507 caliper inches, calculated as follows:

- Required replacement: 1,194.5 caliper inches
- Proposed replacement: 687.5 caliper inches
- Remaining deficit: 507 caliper inches

Consistent with City Code, the applicant has agreed to satisfy the remaining replacement obligation through a contribution to the City's Tree Bank. Based on the required contribution rate of \$50 per caliper inch, the anticipated Tree Bank contribution is approximately \$25,350.

Staff finds that the proposed tree preservation and replacement plan complies with the intent of the City's tree preservation regulations by providing substantial on-site tree preservation and replacement while mitigating unavoidable tree loss through participation in the Tree Bank program.

Stormwater Management

The development is greater than one acre and as such will be required to follow the City of St. Charles engineering design criteria for stormwater detention and stormwater quality, site disturbance requirements from the State of Missouri, and provide a Stormwater Pollution Prevention Plan (SWPPP). Detention will ensure that the developed peak stormwater discharge will not exceed the pre-developed peak stormwater discharge. Stormwater quality requirements will limit stormwater pollution on site and from the site. Requirements of the State of Missouri site disturbance permit and the SWPPP will provide requirements for the contractor to operate and maintain erosion and stormwater pollution measures on-site and downstream of the development site. The stormwater sewers and the detention pond will be private. As part of the City of Saint Charles's Municipal Separate Storm Sewer System (MS4) requirements, the detention basin is required to be inspected on an annual basis to ensure maintenance is being performed.

Architectural

The applicant has submitted elevation and façade examples for the proposed Stone Moss Villas development. Building materials include a combination of horizontal and vertical siding with masonry accents. While the specific masonry material has not yet been finalized, the applicant has indicated that the amount and location of masonry will remain consistent with the submitted elevations regardless of whether brick or stone is ultimately selected. Representative building elevations are illustrated in Figures 5 below and Figures 6 & 7 on the following page.

The proposed development consists of a mixture of one-story, one-and-one-half-story, and two-story attached residential structures. The underlying R-3A District permits buildings up to three stories or forty-five (45) feet in height; however, the proposed development is significantly lower in scale than what could otherwise be constructed under the underlying zoning district.

Staff notes that the submitted elevations do not meet the City's typical one hundred percent (100%) masonry building standard applicable to multi-family and non-residential construction. However, staff finds that the proposed architecture is more characteristic of a townhouse or villa-style residential development than a traditional apartment complex. The use of varied rooflines, articulated façades, front porches, individual unit entrances, and a mix of siding and masonry materials creates a residential character that is compatible with surrounding neighborhoods and consistent with the intent of the proposed development.

Furthermore, the reduced building height and lower overall density contribute to a development pattern that more closely resembles attached single-family housing than conventional multi-family construction. Staff finds that the proposed architectural design provides visual interest, avoids long uninterrupted building elevations, and achieves a high-quality residential appearance appropriate for the site.

Overall, staff finds the proposed architectural character to be consistent with the intent of the PD-R district and an appropriate component of the overall development plan.



Figure 5. Typical Elevation (1-Story).



Figure 6. Typical Elevation (1.5-Story).



Figure 7. Typical Elevation (2-story).

Access and Circulation

The Preliminary Development Plan proposes a single full-access entrance from Muegge Road to serve the development. Internal circulation is provided through a network of private streets designed to City standards and intended to serve residents, guests, emergency services, and other service vehicles. (See Figure 8 on the next page.)

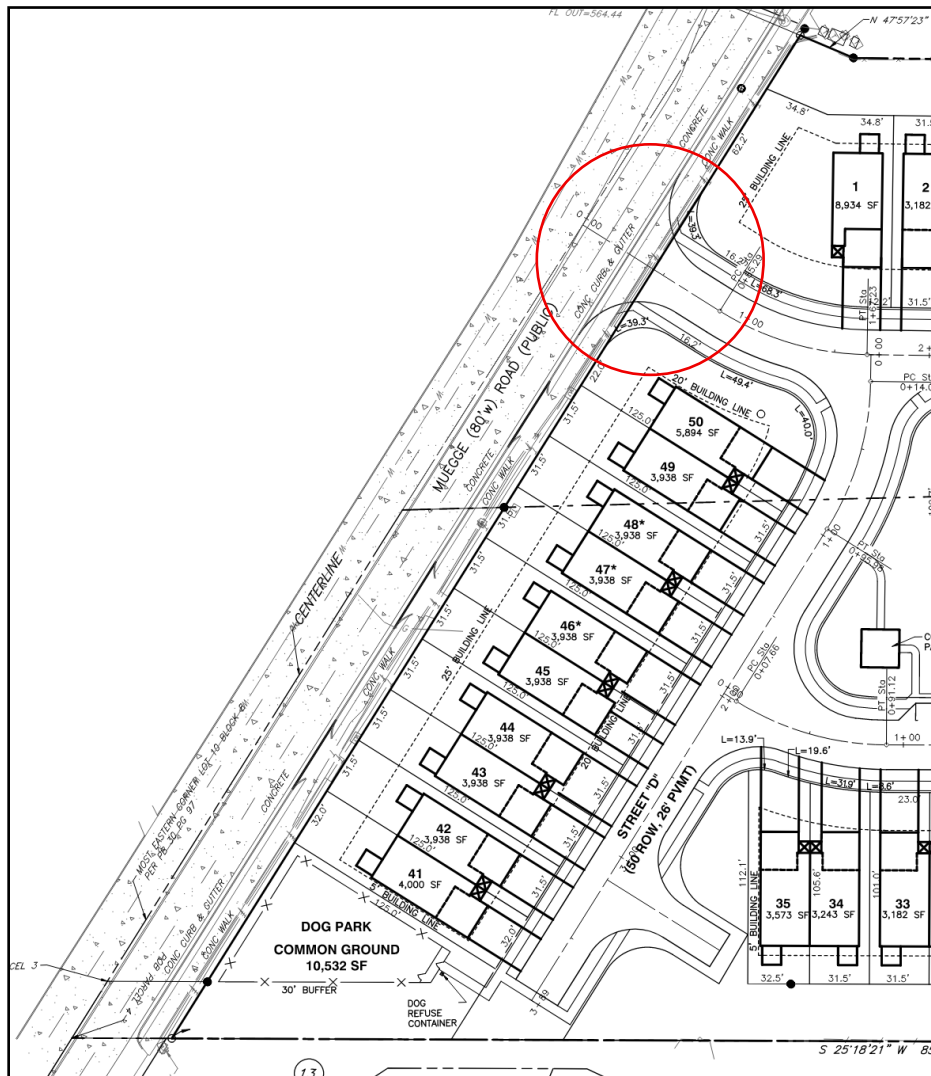


Figure 8: Proposed Access Point.

The proposed streets are designed to City construction standards but are intended to remain private and will be owned and maintained by the property owner, homeowners' association, or other private entity. Staff notes that private streets are not typically permitted under conventional zoning districts and are being considered as part of the flexibility afforded through the PD-R process. The private street design supports the development's intended residential character while ensuring that construction and operational standards remain consistent with City requirements.

The Preliminary Development Plan includes several dead-end private streets (not cul-de-sacs). To evaluate emergency access and maneuverability, the applicant submitted a Fire Apparatus Mobility Exhibit demonstrating compliance with Fire Department apparatus specifications and operational standards. Fire Department review determined that emergency vehicles can adequately navigate the proposed street network.

Additionally, based on the number of proposed dwelling units, the development does not meet the threshold requiring a secondary emergency access point under applicable Fire Department

standards. Staff therefore finds that the proposed access and circulation system provides adequate emergency access for the development.

Traffic Analysis

The applicant submitted a traffic review prepared by Lochmueller Group as required by the City of St. Charles Traffic Impact Guidelines. The analysis concluded that the proposed development does not meet any of the six criteria that would require preparation of a Traffic Impact Study (TIS). Specifically, the development does not satisfy Criterion No. 1, which requires a TIS when a development is projected to generate seventy-five (75) or more trips during its peak generating hour.

Using the Institute of Transportation Engineers (ITE) Trip Generation Manual, Land Use Code 215 (Single-Family Attached Housing), the consultant estimated the proposed development would generate approximately fourteen (14) trips during the weekday AM peak hour and twenty-one (21) trips during the weekday PM peak hour. As both values are substantially below the seventy-five (75) trip threshold, the consultant determined that a Traffic Impact Study is not required at this time. Staff concurs with this determination.

School Transportation

During staff review, concerns were raised regarding school transportation access and the potential need for bus stops associated with the development. Staff contacted the Francis Howell School District for review of the proposed site plan. The District's Executive Director of Facilities and Operations and Director of Transportation reviewed the proposal and indicated they had no suggested revisions or concerns regarding bus routing or bus stop locations.

The proposed street network includes a continuous loop circulation pattern that allows school buses to enter the development, circulate through the neighborhood, and exit without requiring backing movements or turnarounds within individual lots. Staff finds that the proposed street design can adequately accommodate future school bus access should such service be provided.

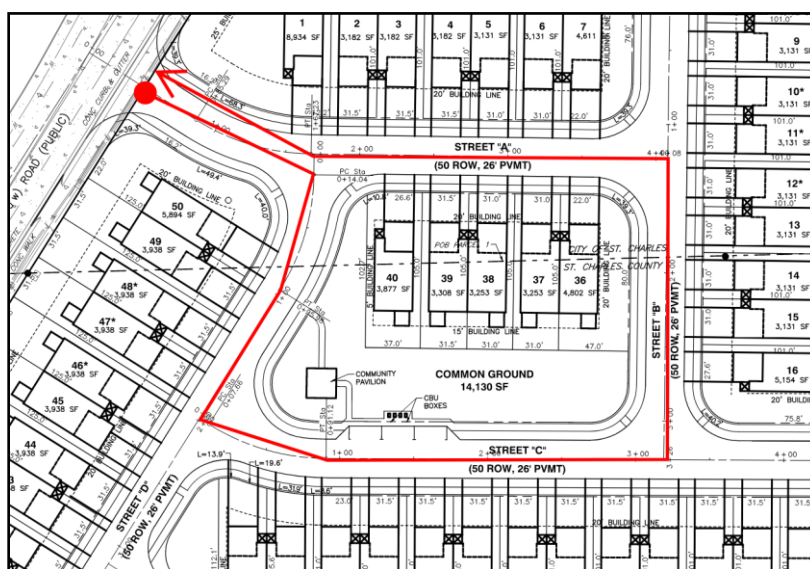


Figure 9: Potential School Bus Circulation Route.

Parking

Parking for the development is provided through a combination of attached two-car garages and private driveway parking associated with each dwelling unit. Each residential unit includes a minimum two-car garage, resulting in a parking supply that meets the City's requirement of two (2) parking spaces per dwelling unit. In addition, the driveways provide opportunities for guest or overflow parking beyond the minimum required parking supply.

Overall, staff finds the proposed access, circulation, emergency access, school transportation accommodations, and parking design to be appropriate for the scale and intensity of the development and consistent with the intent of the PD-R district.

CONSISTENCY 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 twenty-one (21) Activity Centers throughout the City, which are characterized by distinct locations of visibility, activity, and traffic. Polygon-based Sub-Districts are also identified to reflect the extent of established core activity areas and their transition to surrounding lower-density development.

The Plan recommends that development align with the predominant land uses, assets, and needs of the nearest Activity Center. Activity Centers should be surrounded by land uses that respond to context, promote compatibility, and support the City's long-term goals for balanced growth. Proposed land uses should be evaluated based upon their proximity to the nearest Activity Center and/or Sub-District, compatibility with surrounding development, and whether the intensity of development aligns with the surrounding area or is counter to that goal.

The subject property is located in proximity to Activity Center #9 (Wapelhorst Park) and between Activity Center #9 and Activity Center #10 (Highway 364/Highway 94/Muegge Road Interchange). The surrounding area contains a mix of residential development types and densities, along with nearby transportation and commercial influences associated with the activity centers.

SUMMARY/CONCLUSION

In summary, the Stone Moss Villas Development Plan proposes a lower-density (6.02 DU/A) multi-family residential community, which is below the maximum permitted under the underlying R-3A zoning district, consisting of attached dwelling units with private streets. The development provides common ground, perimeter buffering, and resident amenities, including a community pavilion and dog park. Parking is provided through private garages and driveways, and access and emergency services have been reviewed by the appropriate agencies with no identified concerns.

Staff finds the proposal is generally consistent with the Comprehensive Plan and surrounding residential development patterns, and that the Planned Development regulations provide appropriate site-specific controls and oversight.

STAFF RECOMMENDATION

Based upon review of the PD-R rezoning request, Preliminary Development Plan, City Zoning Ordinance, Comprehensive Plan, and agency review comments, staff finds the proposed Stone Moss Villas development to be appropriate for the subject property. The proposal is consistent with applicable standards and planning policy, and provides adequate buffering, open space, access, and site design compatibility with surrounding development. Therefore, the Department of Community Development recommends that these requests be forwarded to City Council with a **favorable** recommendation.

Recommended Motion (Four Separate Motions):

Annexation

1. *Motion to forward the annexation of 1704 Muegge Road to City Council with a favorable recommendation.*

Establishment of Zoning

2. *Motion to forward the establishment of zoning application (Z-2026-14) to City Council with a favorable recommendation.*

R-3A Rezoning

3. *Motion to forward the rezoning application (Z-2026-15) to City Council with a favorable recommendation.*

PD-R Rezoning/Preliminary Development Plan

4. *Motion to forward the rezoning application (Z-2026-16) for a Planned Development-Residential to City Council with a favorable recommendation.*

REASON FOR REZONING REQUEST

Larson Development, LLC seeks rezoning of the property to accommodate a new housing product for the City of St. Charles—high end attached housing aimed at young individuals and couples looking for their first home and older individuals and couples looking to downsize. The common thread is that these users want the benefit of living in a home but without the responsibilities of maintenance. Applicant currently plans to own the development long term and rent the homes. Anticipated rents are in the range of \$3,000 to \$4,000 per month based on today's rates. Preliminary plans for this development accompany this application.

LOT 1 AND 2 OF CRILL ESTATES AS RECORDED IN BOOK 30, PAGE 97 OF THE ST. CHARLES COUNTY RECORDER OF DEEDS OFFICE.

PARCEL 1:
A TRACT OF LAND BEING PART OF LOT NO. 9, BLOCK NO. 8, STEEN AND CUNNINGHAM'S SUBDIVISION, U.S. SURVEY NO. 3280, COMMONS OF ST. CHARLES, TOWNSHIP 46 NORTH, RANGE 4 EAST, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT AN OLD STONE MARKING THE SOUTHWEST CORNER OF LOT NO. 8, BLOCK NO. 8, OF SAID COMMONS; THENCE ALONG THE CENTERLINE OF A COUNTY ROAD, NORTH 33 DEGREES 33 MINUTES WEST 32.516 CHAINS TO A POINT IN CENTER OF SAID COUNTY ROAD; THENCE NORTH 22 DEGREES 57 MINUTES EAST 249.38 FEET TO AN IRON PIPE; THENCE ALONG AN IRON PIPE MARKS THE BEGINNING POINT OF TRACT HEREBY DESCRIBED; THENCE CONTINUING NORTH 72 DEGREES 57 MINUTES EAST 125 FEET TO AN IRON PIPE; THENCE SOUTH 67 DEGREES 03 MINUTES EAST 123 FEET TO AN IRON PIPE IN THE NORTHWESTERN LINE OF A PRIVATE ROAD; THENCE ALONG THE NORTHWESTERN LINE OF SAID PRIVATE ROAD, SOUTH 22 DEGREES 57 MINUTES WEST 125 FEET TO AN IRON PIPE; THENCE NORTH 67 DEGREES 03 MINUTES WEST 123 FEET TO THE POINT OF BEGINNING.

PARCEL 3:
A TRACT OF LAND BEING PART OF LOT 9, BLOCK 8 OF STEEN AND CUNNINGHAM'S SUBDIVISION OF THE COMMONS OF ST. CHARLES, IN U.S. SURVEY NO. 3280, TOWNSHIP 46 NORTH, RANGE 4 EAST, AND BEING PARTICULARLY DESCRIBED AS FOLLOWS; BEGINNING AT A POINT IN THE CENTERLINE OF MUEGE ROAD, SAID POINT BEING DISTANT NORTH 33 DEGREES 33 MINUTES WEST 1,818.04 FEET FROM THE SOUTHWEST CORNER LOT 8, BLOCK 8 OF STEEN AND CUNNINGHAM'S SURVEY; THENCE NORTH 24 DEGREES 36 MINUTES 09 SECONDS WEST 904.84 FEET TO AN OLD IRON PIPE; THENCE NORTH 33 DEGREES 51 MINUTES 53 SECONDS WEST 358.02 FEET TO AN OLD IRON BAR; THENCE SOUTH 22 DEGREES 57 MINUTES WEST 545 FEET TO A POINT; THENCE SOUTH 67 DEGREES 03 MINUTES EAST 123 FEET TO A POINT; THENCE SOUTH 22 DEGREES 57 MINUTES WEST 150 FEET TO A POINT; THENCE SOUTH 67 DEGREES 03 MINUTES EAST 3.91 FEET TO AN IRON PIPE; THENCE SOUTH 22 DEGREES 57 MINUTES WEST 25.85 FEET TO AN IRON PIPE; THENCE SOUTH 33 DEGREES 33 MINUTES EAST 27.00 FEET TO AN IRON PIPE; THENCE SOUTH 24 DEGREES 36 MINUTES 09 SECONDS WEST 360.23 FEET TO THE CENTERLINE OF MUEGE ROAD; THENCE ALONG SAID CENTERLINE SOUTH 33 DEGREES 33 MINUTES EAST 35.32 FEET TO THE POINT OF THE BEGINNING, EXCEPTING THAT PART CONVEYED TO THE CITY OF ST. CHARLES BY GENERAL WARRANTY DEED AND TEMPORARY SLOPE AND CONSTRUCTION EASEMENT RECORDED IN BOOK 1402 PAGE 11 OF THE ST. CHARLES COUNTY RECORDS.

SURVEYOR'S CERTIFICATION

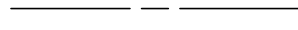
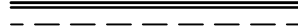
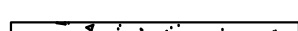
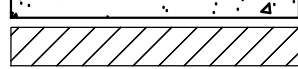
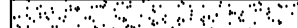
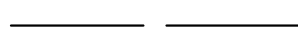
LARSON FINANCIAL GROUP, LLC
LARSON DEVELOPMENT, LLC
HILLSBORO TITLE COMPANY
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.
MISSOURI LS NO. 2007031293
ROBERT STEPHEN BOYER, PLS
MISSOURI LICENSE NO. 2013000040



SITE USGS AND VICINITY MAP

	EXISTING PROPERTY LINE
	EXISTING EASEMENT
	EXISTING RIGHT-OF-WAY
	EXISTING INDEX (MAJOR) CONTOUR
	EXISTING INTERMEDIATE (MINOR) CONTOUR
	EXISTING DRAINAGE DITCH
	EXISTING FENCE LINE
	EXISTING ROADWAY CENTERLINE
	EXISTING CURB
	EXISTING EDGE OF PAVEMENT
	EXISTING ASPHALT PAVEMENT
	EXISTING STRUCTURE
	EXISTING STORM PIPE
	EXISTING WATER LINE
	EXISTING SANITARY SEWER LINE
	EXISTING GAS LINE
	EXISTING OVERHEAD WIRE
	EXISTING ELECTRIC LINE
	EXISTING UNDERGROUND ELECTRIC LINE
	EXISTING FIBER OPTIC LINE
	EXISTING STREAM
	EXISTING WETLAND
	EXISTING FLOODWAY
	EXISTING GUIDE RAIL
	PROPOSED LIMITS OF DEMOLITION
	PAVEMENT TO BE REMOVED FULL DEPTH
	PAVEMENT TO BE MILLED
	STRUCTURE TO BE REMOVED
	LINEAR OBJECT TO BE REMOVED
	OBJECT TO BE REMOVED
	PROPOSED LIMITS OF DISTURBANCE
	PROPOSED INDEX (MAJOR) CONTOUR
	PROPOSED INTERMEDIATE (MINOR) CONTOUR
	PROPOSED SLOPE LABEL
	PROPOSED SLOPE ELEVATION
	TOP OF WALL ELEVATION
	BOTTOM OF WALL ELEVATION
	TOP OF CURB ELEVATION
	BOTTOM OF CURB ELEVATION

	PROPOSED ROADWAY CENTERLINE
	PROPOSED CURB & GUTTER
	PROPOSED EDGE OF PAVED DRIVE
	PROPOSED EDGE OF UNPAVED DRIVE
	PROPOSED GRAVEL DRIVE
	PROPOSED CONCRETE
	PROPOSED STRIPING
	PROPOSED PAVEMENT SHOULDER
	PROPOSED SIDEWALK
	PROPOSED EASEMENT
	PROPOSED MUNICIPAL BOUNDARY
	PROPOSED PARCEL LINE
	PROPOSED SUBJECT PROPERTY BOUNDARY
	PROPOSED RIGHT-OF-WAY
	PROPOSED BUILDING
	PROPOSED FENCE
	PROPOSED GUIDE RAIL
	PROPOSED TREELINE
	PROPOSED UTILITY CENTERLINE
	PROPOSED GAS LINE
	PROPOSED SANITARY LINE
	PROPOSED WATERLINE
	PROPOSED SANITARY SEWER
	PROPOSED SANITARY MANHOLE
	PROPOSED SANITARY CLEANOUT
	PROPOSED WATER LINE
	PROPOSED ELECTRIC
	PROPOSED GAS LINE
	PROPOSED COMMUNICATION LINE

1. DEVELOPMENT ACREAGE = 8.39 ACRES (365,388 SQUARE FEET)

2. EXISTING ZONING =

2.1. COUNTY = R1E - SFR - 7,000 SF

2.2. CITY = R1E - SFR - 7,000 SF

3. PROPOSED ZONING = PD - MULTIFAMILY RESIDENTIAL

4. EXISTING USE = SINGLE FAMILY RESIDENTIAL / UNDEVELOPED

5. PROPOSED USE = 50 MULTIFAMILY LOTS

6. CURRENT OWNERS = CRILL B & JUDITH R BROWN
1712 MUEGGE ROAD
ST. CHARLES, MO 63303
= ROGER LEE SELLENGSCHUETTER TRUST
1704 MUEGGE ROAD
ST. CHARLES, MO 63303

7. PARKING:
RESIDENTIAL = 2 CAR GARAGE (MIN) / UNIT
50 UNITS * 2 = 100 SPACES

8. SITE DESIGN STANDARDS: PD

MINIMUM LOT AREA = 3,100 SQ FT

MINIMUM LOT WIDTH AT BL = 31 FT

MINIMUM LOT DEPTH = 100 FT

FRONT YARD SETBACK = 20 FT

SIDE YARD SETBACK = 5 FT

REAR YARD SETBACK = 15 FT

REAR YARD BUFFER = 30 FEET AROUND PERIMETER (ADJACENT TO EX LOTS)

MAXIMUM LOT COVERAGE = 40%

MAXIMUM BUILDING HEIGHT = 3 STORIES OR 45 FT

9. UTILITY SERVICE PROVIDERS:

SCHOOL DISTRICT = FRANCIS HOWELL SCHOOL DISTRICT

ELECTRIC = AMEREN UE

WATER = CITY OF ST. CHARLES

NATURAL GAS = SPIRE ENERGY

SANITARY SEWER = CITY OF ST CHARLES

FIRE DISTRICT = ST CHARLES FPD

10. SIDEWALKS SHALL BE CONSTRUCTED ALONG STREETS PER CITY ORDINANCE AND AS SHOWN ON THIS PRELIMINARY PLAT.

11. ALL SIDEWALKS SHALL BE ADA ACCESSIBLE AT CURB CUTS.

12. ALL COMMON GROUND AREA SHALL BE MAINTAINED BY THE HOME OWNERS ASSOCIATION.

13. LIGHTING SHALL BE IN ACCORDANCE WITH THE CITY OF ST CHARLES.

14. ALL STREET SIGNAGE ON PUBLIC STREETS TO BE INSTALLED BY THE DEVELOPER. THE DEVELOPER SHALL PROVIDE ALL "NO PARKING SIGNS".

15. SOIL EROSION CONTROL TO BE IN COMPLIANCE WITH CITY CODE.

16. SILTATION CONTROL SHALL BE INSTALLED AND PLACED PER CITY OF ST. CHARLES STANDARDS.

17. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO PROVIDE SOIL COMPACTION TESTS TO THE CITY OF ST. CHARLES AS REQUIRED.

18. PER FLOOD INSURANCE RATE MAP (FIRM) 29183C02686 DATED JANUARY 20, 2016, THESE PARCELS ARE NOT LOCATED IN ZONE "X", AREAS OF MINIMAL FLOOD HAZARD.

19. UNDERGROUND UTILITIES AND FACILITIES HAVE BEEN SHOWN BASED ON RECORD DRAWINGS AND VISIBLE EVIDENCE FOUND. NO WARRANTY IS MADE REGARDING THE COMPLETENESS OR ACCURACY OF SUCH INFORMATION. TO DETERMINE THE EXACT LOCATION OF UNDERGROUND FACILITIES AND UTILITIES, AND PRESERVE THEM FROM DAMAGE, CALL MISSOURI ONE CALL (1-800-DIG-RITE) FOR UTILITY LOCATIONS. CONTRACTORS TO PROVIDE THREE DAYS NOTICE. THE CONTRACTOR MUST COMPLY WITH ALL UTILITY LAWS AND PAY ANY DAMAGES ASSOCIATED WITH THE FAILURE TO EXACTLY LOCATE AND PRESERVE UNDERGROUND FACILITIES AND UTILITIES

20. ALL PROPOSED UTILITIES SHALL BE INSTALLED UNDERGROUND AND WILL BE LOCATED WITHIN EASEMENTS.

21. THE DEVELOPER WILL BE REQUIRED TO INSTALL NECESSARY WATER LINES, SEWER LINES, FIRE HYDRANTS AND DOMESTIC WATER SERVICE LINES BOTH ON AND OFF SITE.

22. ALL STORM AND SANITARY SEWERS NOT WITHIN PUBLIC RIGHT OF WAY SHALL BE COVERED BY EASEMENTS ON THE RECORD PLAT.

23. ALL EXISTING FACILITIES (DRIVES, BUILDINGS, FOUNDATIONS, ETC.) SHALL BE REMOVED.

24. STORM WATER MANAGEMENT TO BE IN COMPLIANCE WITH CITY CODE SECTION 551, EXCAVATION AND EROSION CONTROL.

25. STORM WATER RUNOFF TO BE CONTROLLED BY THE PROPOSED DETENTION POND WITHIN THE DEVELOPMENT.

26. THE OWNER/DEVELOPER AGREES THAT THE PRELIMINARY PLAT IS SUBJECT TO CHANGE PENDING FUTURE SITE PLAN SUBMITTAL AND REVIEW. THE OWNER/DEVELOPER UNDERSTANDS THAT THIS IS A PRELIMINARY PLAT AND ITEMS SUCH AS RIGHT-OF-WAY, EASEMENTS, UTILITY LOCATIONS, GRADING, ETC. ARE SUSCEPTIBLE TO CHANGE PENDING SITE IMPROVEMENT PLAN APPROVAL.

27. PROPOSED DETENTION/RETENTION BASIN(S) WILL BE MAINTAINED BY THE DEVELOPER/OWNER PER CITY CODE SECTION 510.27. UPON THE ACCEPTANCE OF THE SUBDIVISION, THE MAINTENANCE AND RESPONSIBILITY OF THE DETENTION BASIN(S) WILL BE THAT OF THE HOME OWNERS ASSOCIATION. NO MODIFICATIONS WILL BE MADE TO THE DETENTION BASINS WITHOUT FIRST OBTAINING WRITTEN APPROVAL FROM THE CITY OF ST. CHARLES PUBLIC WORKS DEPARTMENT.

28. BACKFILL PER GEOTECHNICAL ENGINEER RECOMMENDATIONS.

29. DECKS WILL BE PLACED NO CLOSER THAN 15 FEET FROM THE REAR PROPERTY LINE.

30. "*" DENOTES LOTS SUSCEPTIBLE TO STREET MOVEMENT

1.	NUMBER OF LOTS	=	50 LOTS	
2.	TOTAL AREA OF TRACT	=	8.39 ACRES / 365,388 SQ FT	
3.	AREA OF COMMON GROUND	=	2.23 ACRES / 96,998 SQ FT (26.6%)	
4.	AREA OF PROPOSED ROW	=	1.94 ACRES / 84,545 SQ FT (23.1%)	
5.	AREA FOR DEVELOPED LOTS EXCLUDING ROW AND COMMON GROUND	=	4.22 ACRES / 183,845 SQ FT (50.3%)	
6.	AVERAGE AREA PER LOT	=	0.07 ACRES PER LOT (3,677 SQ FT PER LOT)	
7.	MINIMUM LOT SIZE	=	0.07 ACRES (3,100 SQ FT)	

NO	DATE	DESCRIPTION
	05/29/2026	REVISED PER CITY REVIEW COMMENTS

Civil & Environmental
Consultants, Inc.

**LARSON DEVELOPMENT LLC
100 N. BROADWAY, 17TH FLOOR
ST. LOUIS, MO 63102**

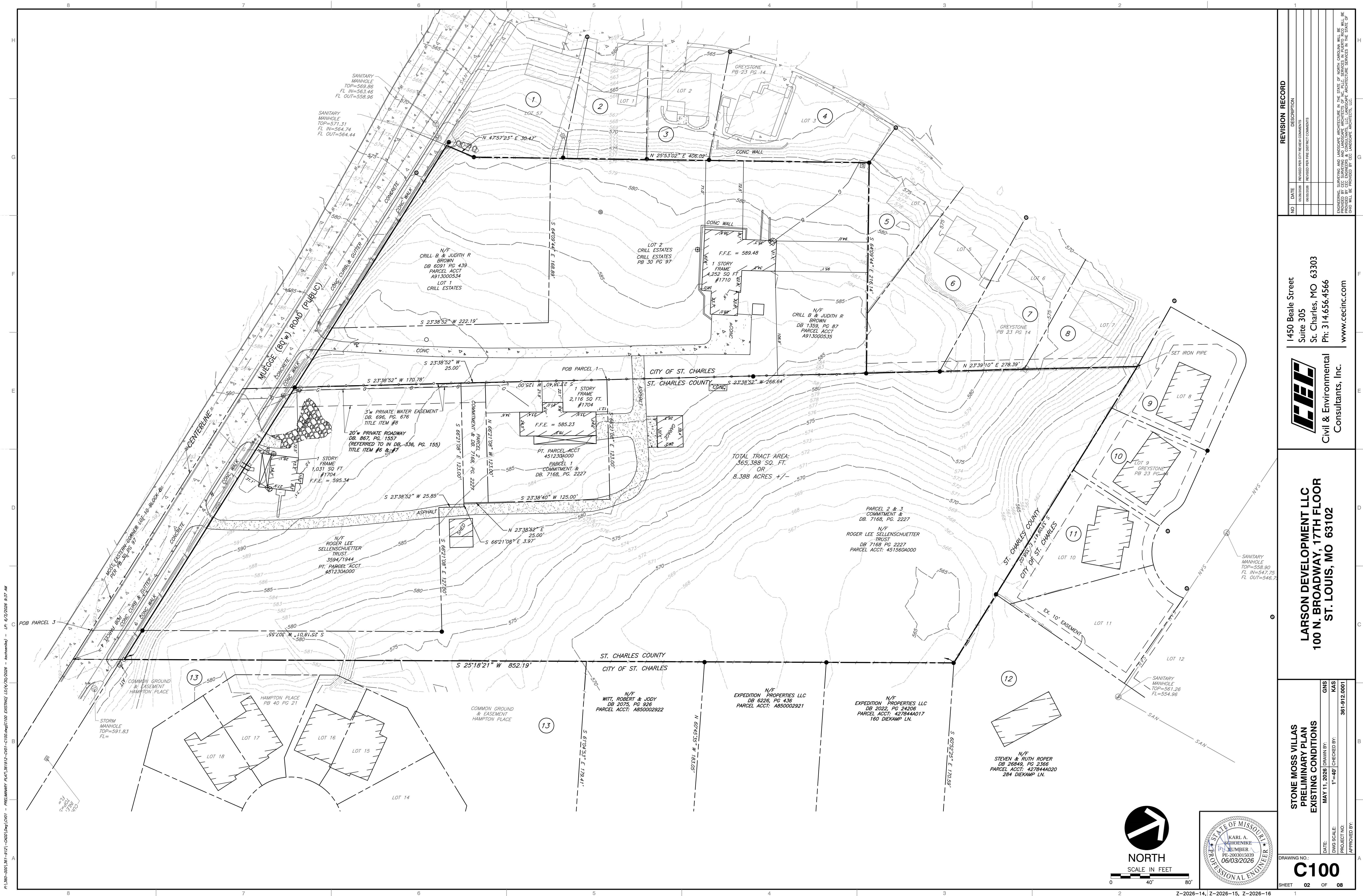
**STONE MOSS VILLAS
PRELIMINARY PLAN
COVER SHEET**

DATE:	MAY 11, 2026	DRAWN BY:	GNS
DWG SCALE:	1"=40'	CHECKED BY:	KAS
PROJECT NO:	361-912.0001		

DRAWING NO.:

C000

SHEET 01 OF 08



REVISION RECORD		
NO	DATE	DESCRIPTION
	05/29/2008	REVISED PER CITY REVIEW COMMENTS

1450 Beale Street
Suite 305
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**LARSON DEVELOPMENT LLC
100 N. BROADWAY, 17TH FLOOR
ST. LOUIS, MO 63102**

**STONE MOSS VILLAS
PRELIMINARY PLAN
EXISTING CONDITIONS**

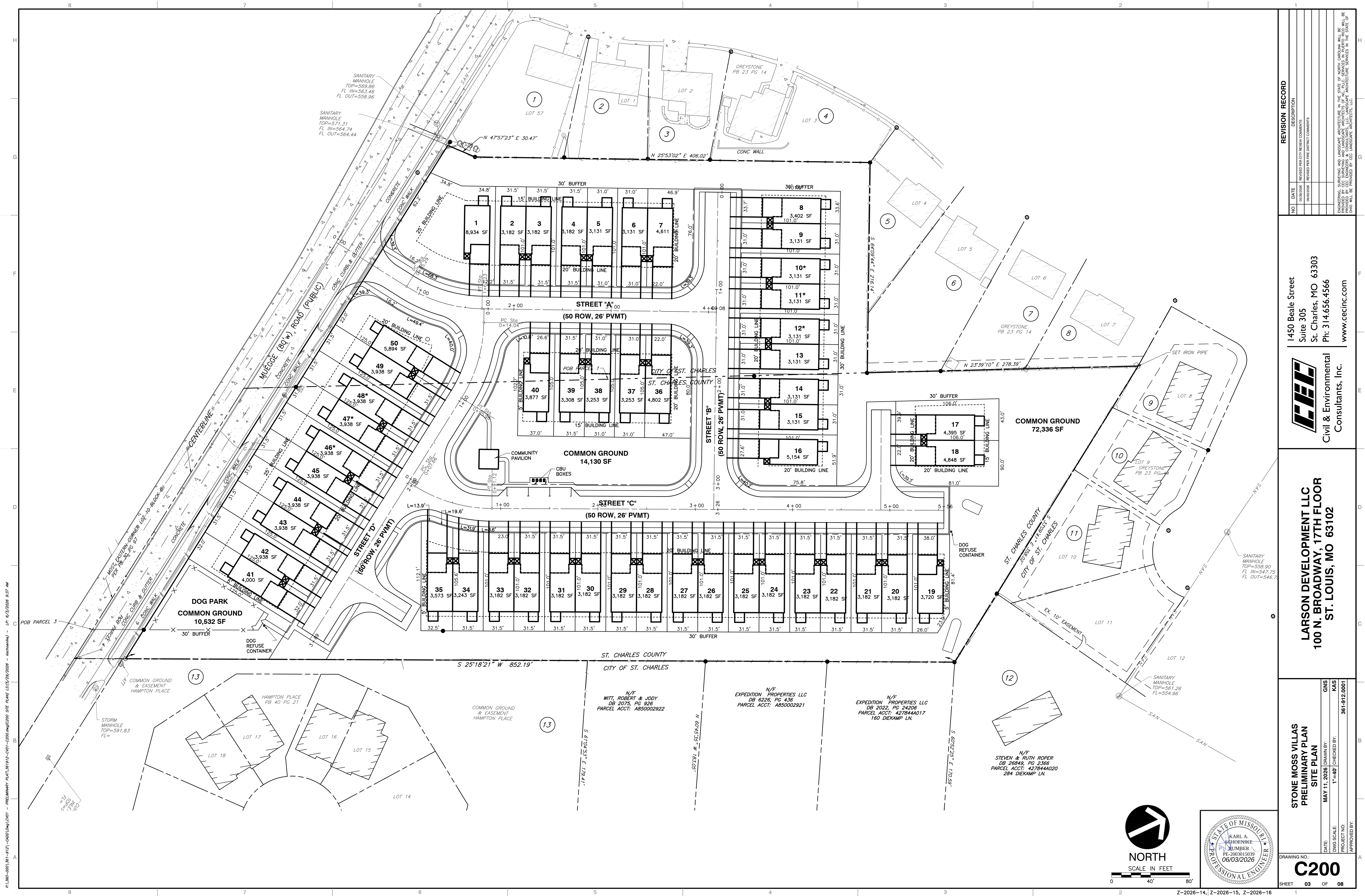
DATE:	MAY 11, 2026	DRAWN BY:	GNS
DWG SCALE:	1"=40'	CHECKED BY:	KAS
PROJECT NO:			361-912.0001

DRAWING NO. **C**

SHEET **02**

C100

Z-2026-14, Z-2026-15, Z-2026-16



NO	DATE	DESCRIPTION
	05/29/2026	REVISED PER CITY REVIEW COMMENTS
	06/03/2026	REVISED PER FIRE DISTRICT COMMENTS

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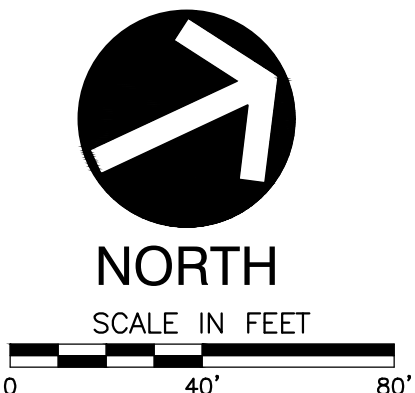
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ST. LOUIS, MO 63102**

**STONE MOSS VILLAS
PRELIMINARY PLAN
SITE PLAN**

ING NO.:
C200
03 OF 0

DATE:	MAY 11, 2026	DRAWN BY:	GNS
DWG SCALE:	1"=40'	CHECKED BY:	KAS
PROJECT NO:	361-912.0001		

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DRAWING NO. C300	
SHEET 04 OF 08	
STONE MOSS VILLAS PRELIMINARY PLAN GRADING PLAN	
DATE: MAY 11, 2025	DRAWN BY: GNS
DWG SCALE: 1"=40'	CHECKED BY: KAS
PROJECT NO. 181912-C01-C300-mp/C300	APPROVED BY: 361912.001

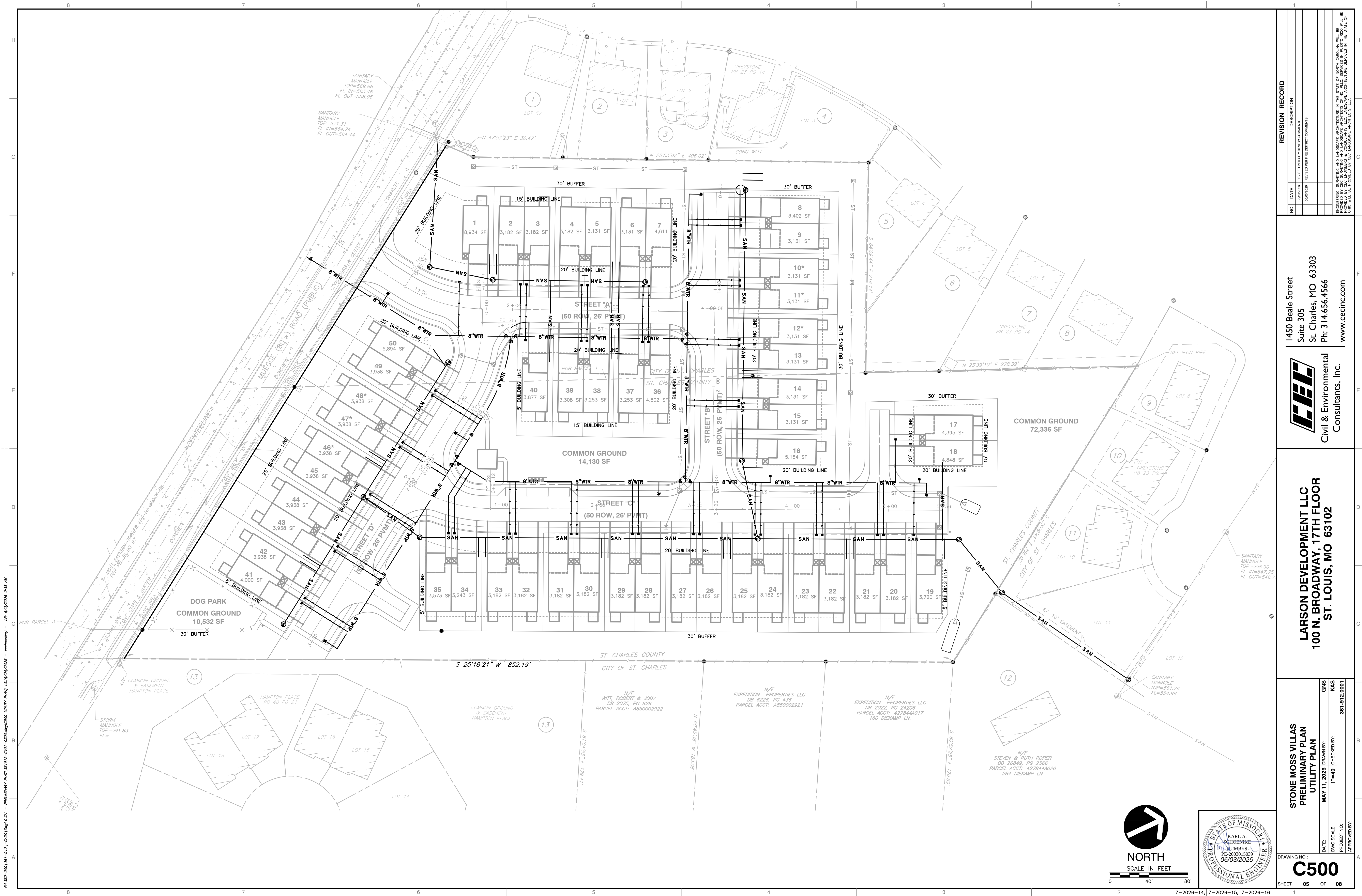
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REVISION RECORD	
NO.	DATE
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2	06/03/2026
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ENGINEERING, SURVEYING AND LANDSCAPE ARCHITECTURE IN THE STATE OF MISSOURI. KARL A. SCHENKE, LICENSED PROFESSIONAL ENGINEER, NO. 181912-C01-C300-mp/C300. PROJECT NO. 181912-C01-C300-mp/C300. PROVIDED BY: CEC LANDSCAPE ARCHITECTS, LLC. CHD WILL BE PROVIDED BY CEC LANDSCAPE ARCHITECTS, LLC.



NO	DATE	DESCRIPTION
	05/29/2026	REVISED PER CITY REVIEW COMMENTS
	06/03/2026	REVISED PER FIRE DISTRICT COMMENTS

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ST. LOUIS, MO 63102**

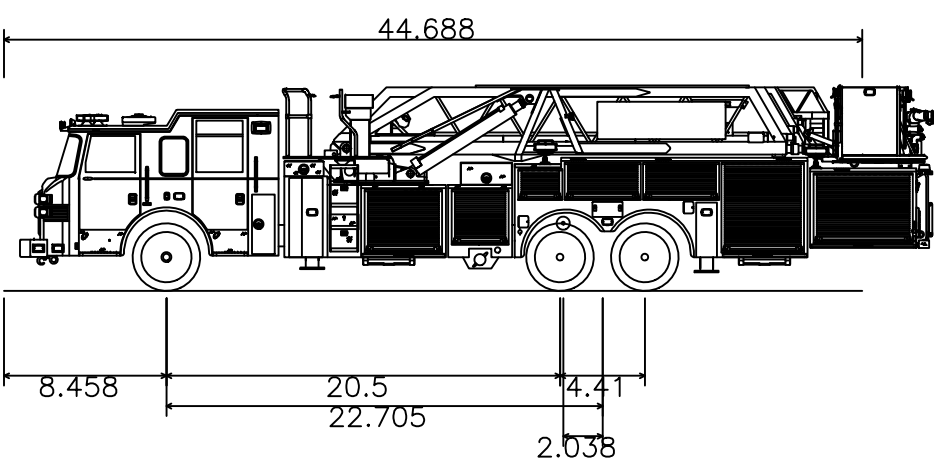
STONE MOSS VILLAS
PRELIMINARY PLAN
UTILITY PLAN
MAY 11, 2026 DRAWN BY:

DWG SCALE:	1"=40'	CHECKED BY:	KAS
PROJECT NO:		361-912.0001	
APPROVED BY:			

DRAWING NO.:
C500
SHEET 05 OF 08

Z-2026-14,	Z-2026-15, Z-2026-16
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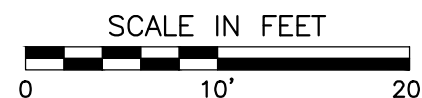
ENGINEERING, SURVEYING AND LANDSCAPE ARCHITECTURE IN THE STATE OF NORTH CAROLINA WILL BE PROVIDED BY CEC SURVEYING AND LANDSCAPE ARCHITECTS OF NC, P.L.C. SERVICES IN PUERTO RICO WILL BE PROVIDED BY CEC ENGINEERS & CONSULTANTS, LLC. LANDSCAPE ARCHITECTURE SERVICES IN THE STATE OF OHIO WILL BE PROVIDED BY CEC LANDSCAPE ARCHITECTS, LLC.



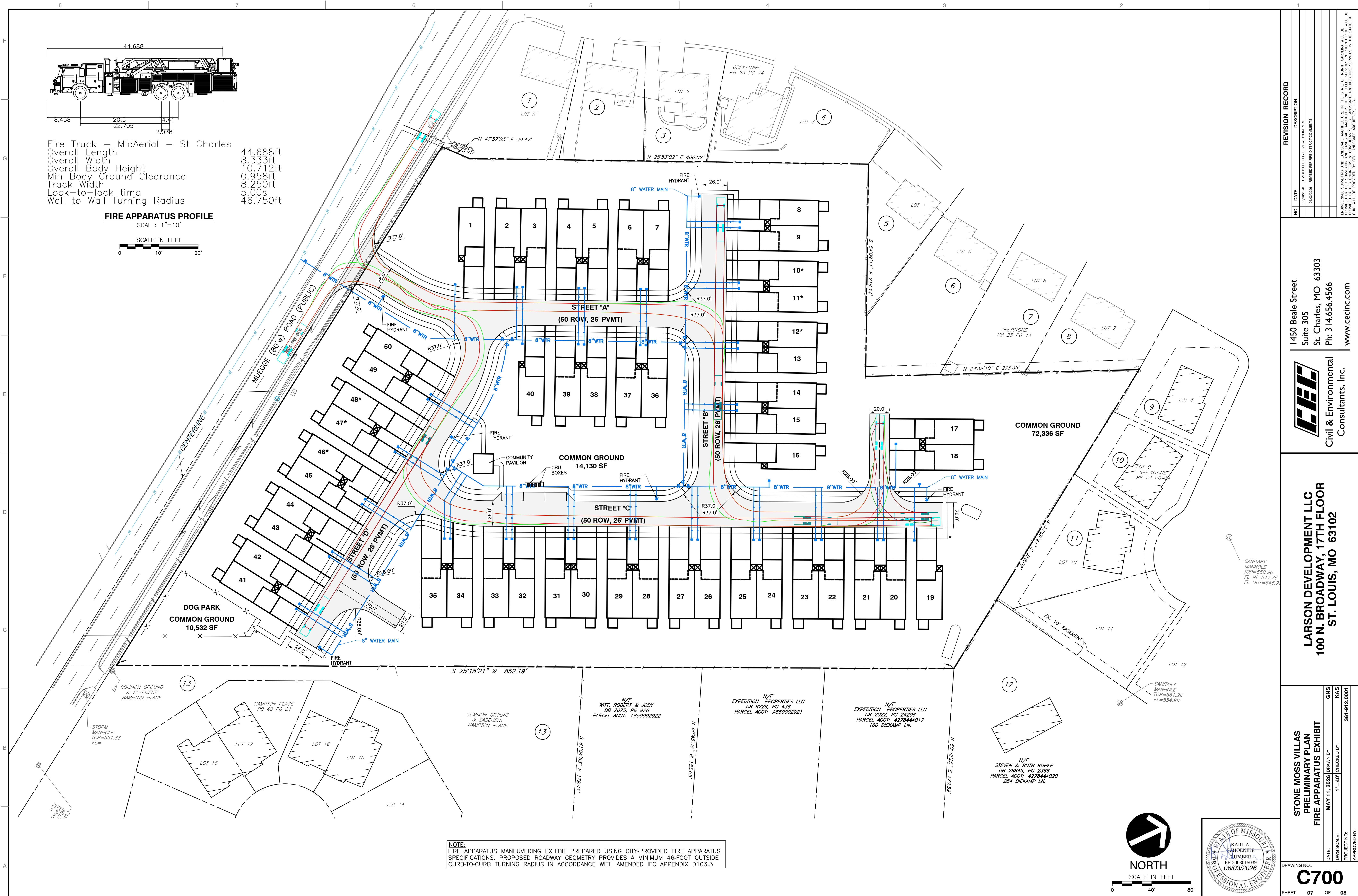
Fire Truck - MidAerial - St Charles
Overall Length 44.688ft
Overall Width 8.333ft
Overall Body Height 10.712ft
Min Body Ground Clearance 0.958ft
Track Width 8.250ft
Lock-to-lock time 5.00s
Wall to Wall Turning Radius 46.750ft

FIRE APPARATUS PROFILE

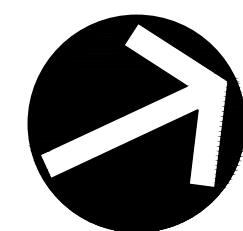
SCALE: 1"=10'



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NOTE:
FIRE APPARATUS MANEUVERING EXHIBIT PREPARED USING CITY-PROVIDED FIRE APPARATUS SPECIFICATIONS. PROPOSED ROADWAY GEOMETRY PROVIDES A MINIMUM 46-FOOT OUTSIDE CURB-TO-CURB TURNING RADIUS IN ACCORDANCE WITH AMENDED IFC APPENDIX D103.3



NORTH



STONE MOSS VILLAS
PRELIMINARY PLAN
FIRE APPARATUS EXHIBIT
DATE: MAY 11, 2026
DWG SCALE: 1"=40'
PROJECT NO: 381-912.001
APPROVED BY: [Signature]

DRAWING NO: **C700**
SHEET 07 OF 08

LARSON DEVELOPMENT LLC
100 N. BROADWAY, 17TH FLOOR
ST. LOUIS, MO 63102

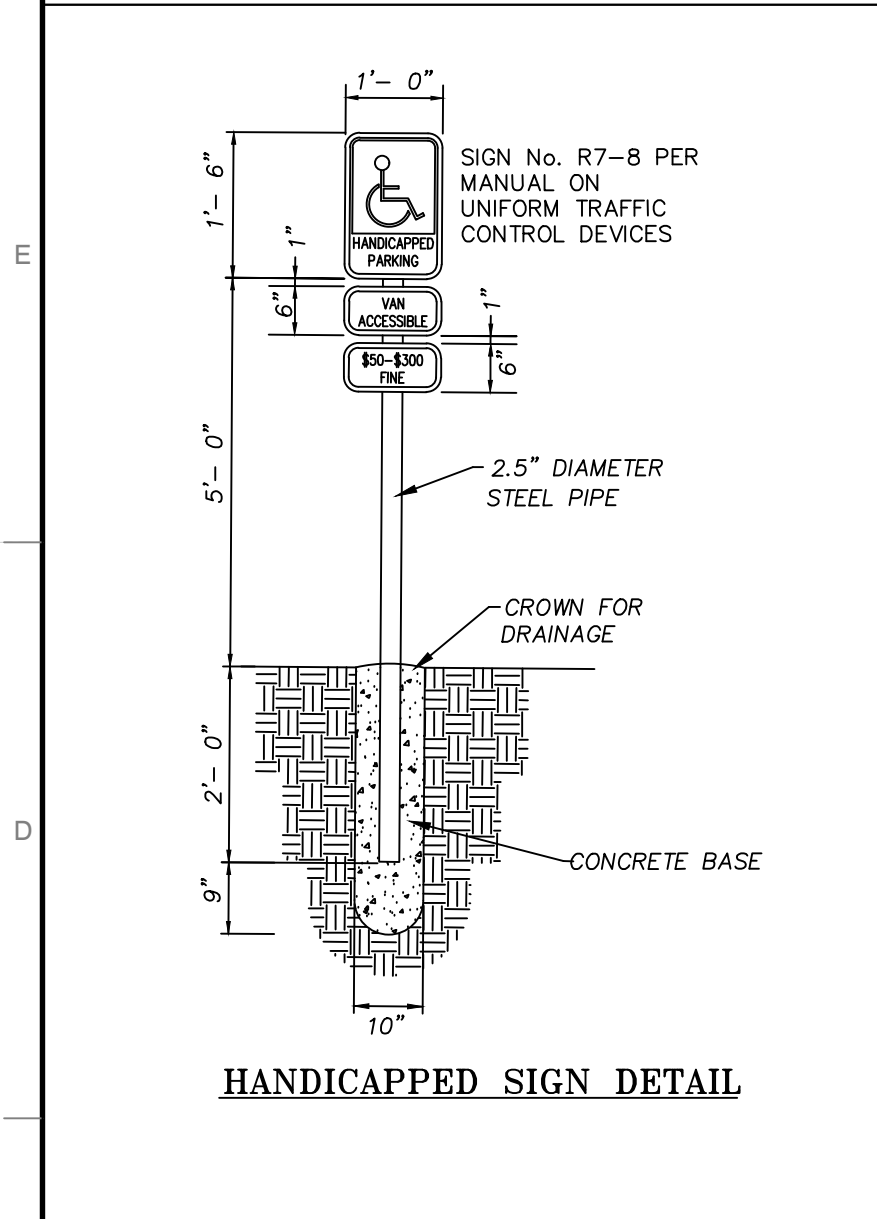


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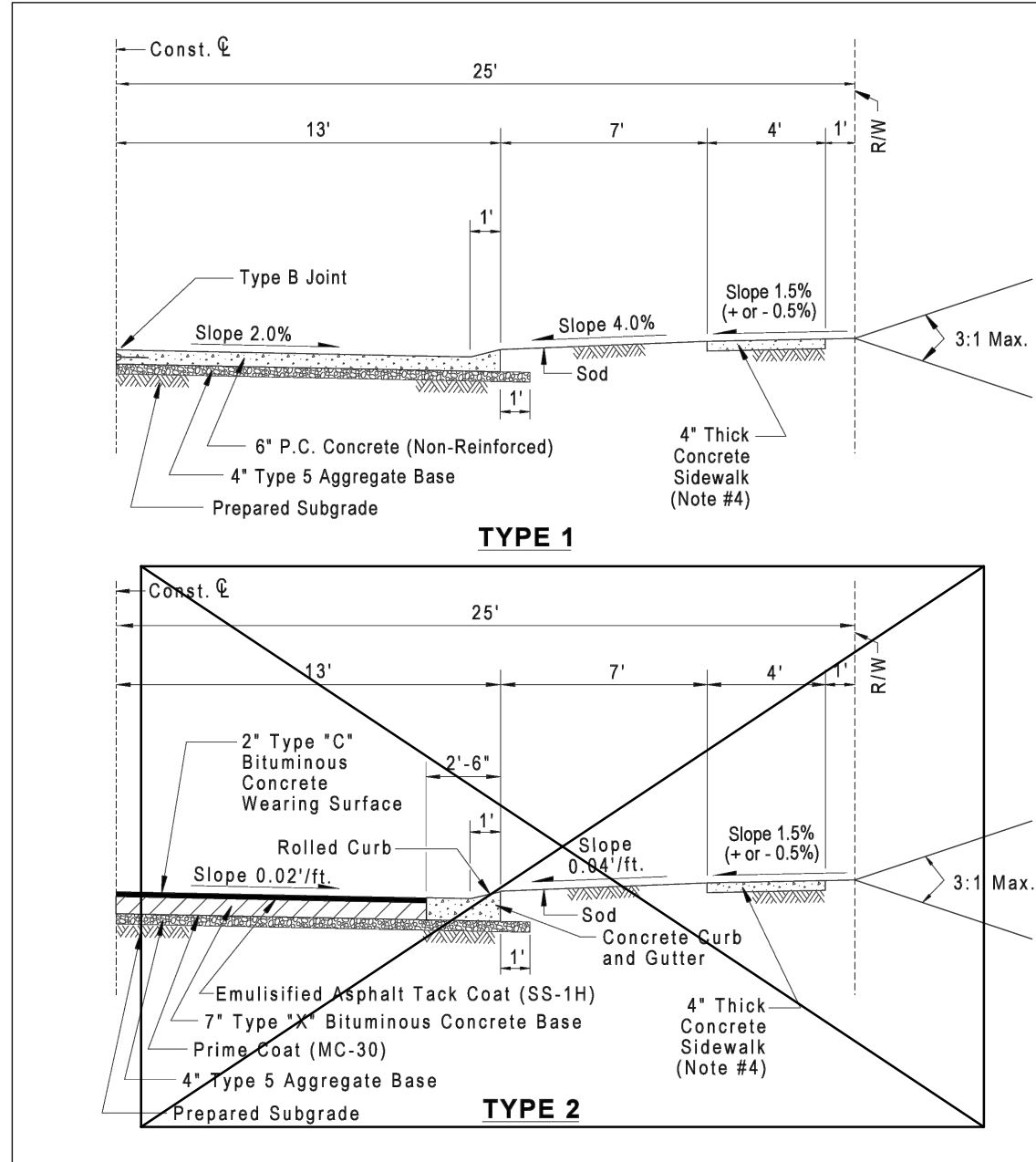
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ENGINEERING, SURVEYING AND LANDSCAPE ARCHITECTURE IN THE STATE OF MISSOURI. KARL A. REHOENKE, LICENSED PROFESSIONAL ENGINEER, NO. PE-2003015039, EXPIRATION DATE 06/03/2026. THIS EXHIBIT IS A PART OF THE PROJECT NO. 381-912.001, PROJECT NAME: STONE MOSS VILLAS, PRELIMINARY PLAN, FIRE APPARATUS EXHIBIT. THE EXHIBIT IS PROVIDED BY THE CLIENT, LARSON DEVELOPMENT LLC, AND IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE ENGINEER. THE ENGINEER'S LIABILITY IS LIMITED TO THE SERVICES PROVIDED BY THE ENGINEER AND DOES NOT INCLUDE ANY OTHER SERVICES OR PRODUCTS. THE ENGINEER'S LIABILITY IS LIMITED TO THE SERVICES PROVIDED BY THE ENGINEER AND DOES NOT INCLUDE ANY OTHER SERVICES OR PRODUCTS.

A:\300-2001\361-9121\CD00\DWG\CD01 - PRELIMINARY PLAN\361912-CD01-CD00.dwg(CD00 DETAILS) LS15/11/2026 - techonline) - LP: 6/2/2026 8:40 AM



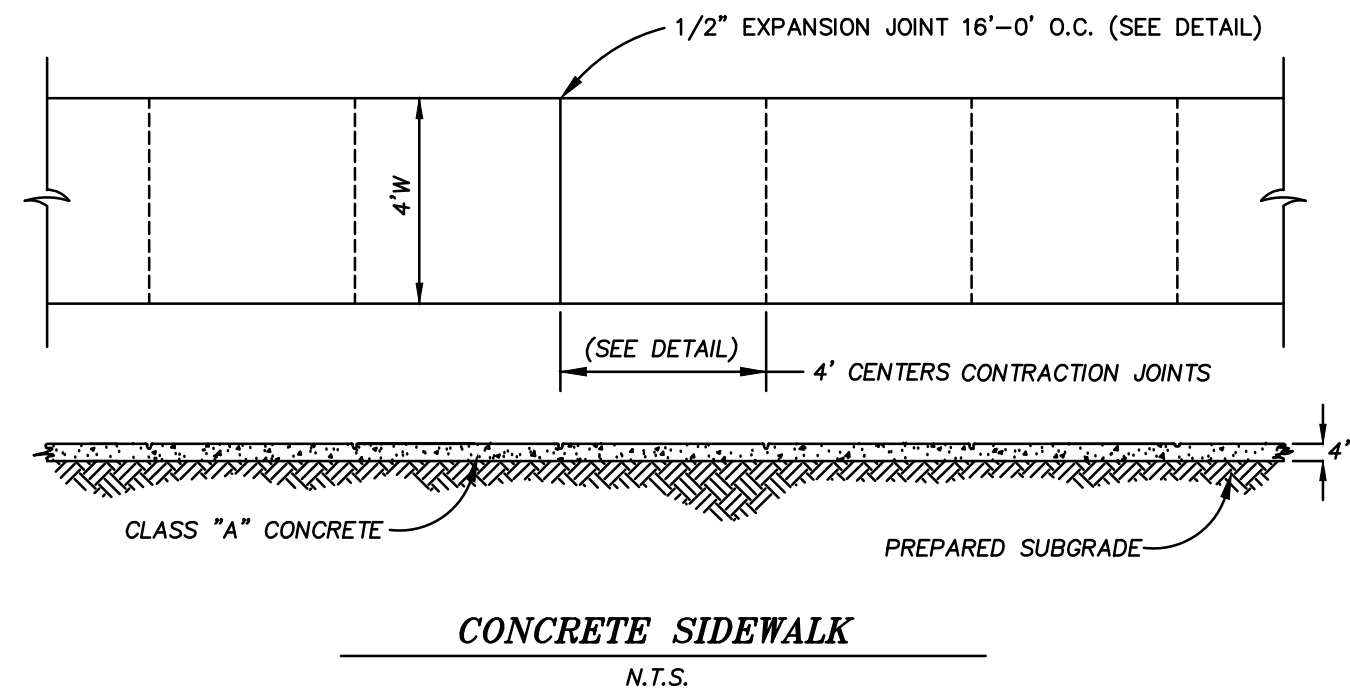
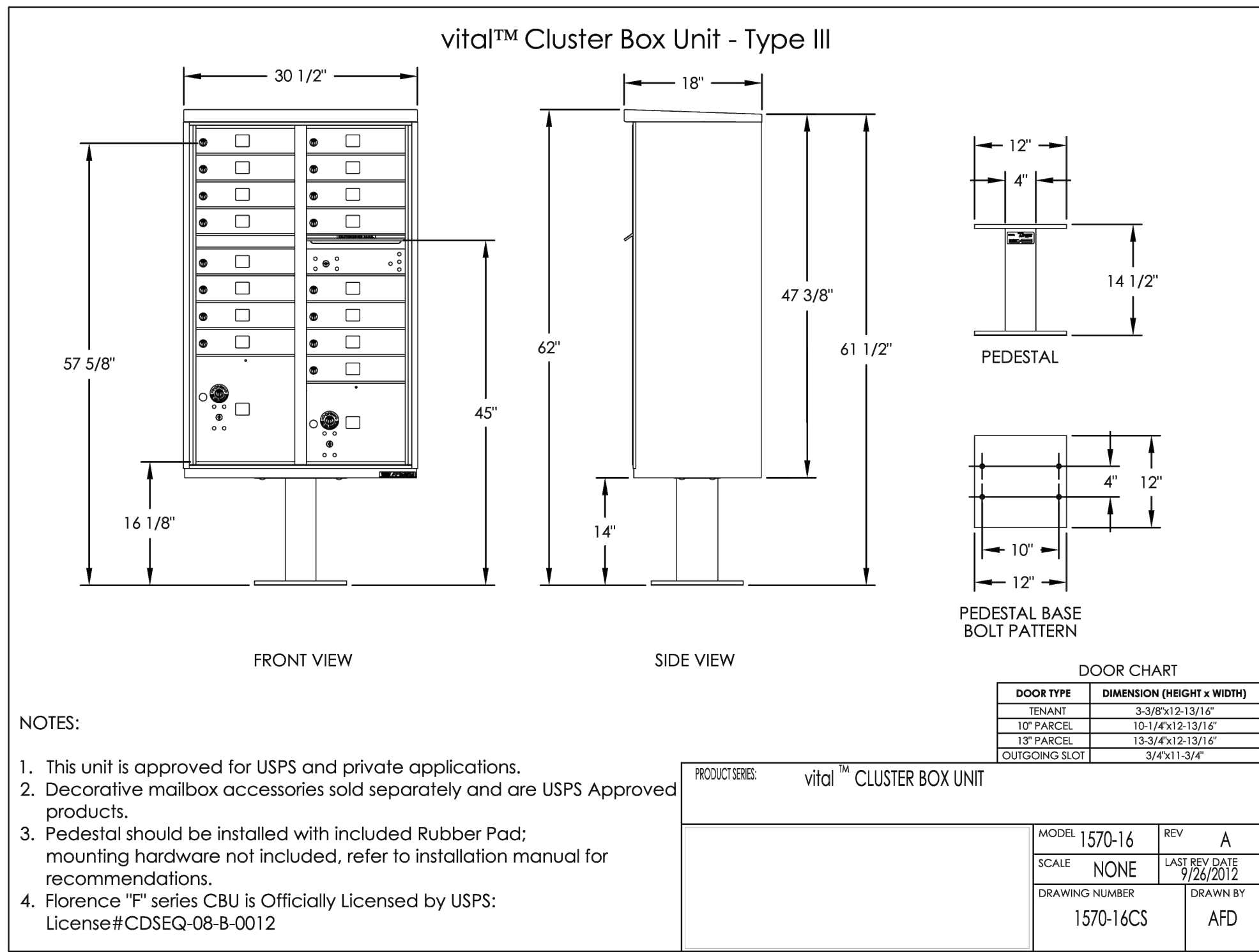
HANDICAPPED SIGN DETAIL



GENERAL NOTES

- 1) Do not scale drawings, follow dimensions.
- 2) Sections shown are symmetrical about construction line.
- 3) All necessary pavement markings shall be as required by St. Louis County. For details refer to "Guide Lines for Pavement Markings and Lane Striping", Standard Drawing C202.10.
- 4) Sidewalk thickness increases to 8" at through driveway entrances and for the first section of sidewalk on each side of the driveway entrance.
- 5) Easements, when required, shall be established as a "Permanent Roadway Improvement, Maintenance, Utility, Sewer and Sidewalk Easement," and dedicated to St. Louis County.

DATE 05/01/2020	THIS IS NOT A CERTIFIED DOCUMENT	STANDARD DRAWING RESIDENTIAL STREET (50' RW - 28' PVMT.) (TYPE 1 & TYPE 2)	EFFECTIVE 05/01/2020	SHEET 1 OF 1	DRAWING C203.82
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STONE MOSS VILLAS PRELIMINARY PLAN DETAILS		DRAWN BY: MAY 11, 2026	CHECKED BY: 1"=40'	DATE: MAY 11, 2026	PROJECT NO: 361-912.0001
DRAWING NO. 1		SHEET 08 OF 08		APPROVED BY:	

LARSON DEVELOPMENT LLC
100 N. BROADWAY, 17TH FLOOR
ST. LOUIS, MO 63102



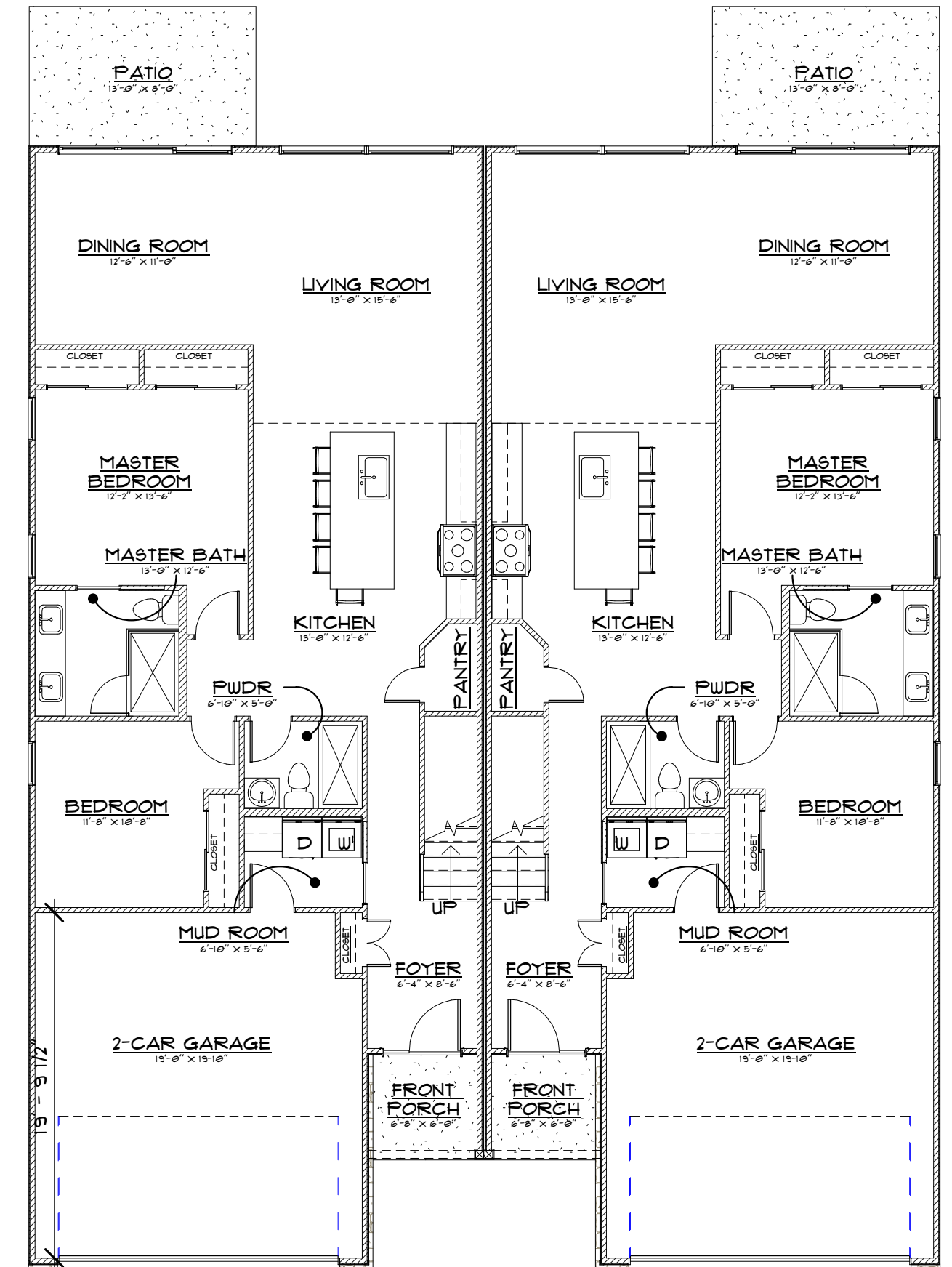
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REVISION RECORD

NO.	DATE	DESCRIPTION
1	06/03/2026	REVISION PER CITY REVIEW COMMENTS
2	06/03/2026	REVISION PER DISTRICT COMMENTS

ENGINEERING, SURVEYING AND LANDSCAPE ARCHITECTURE IN THE STATE OF MISSOURI. KARL A. REHOENIKE, LICENSED PROFESSIONAL ENGINEER, LICENSE NUMBER PE-2003015039, DATED 06/03/2026. THIS DRAWING IS THE PROPERTY OF CEC CONSULTANTS, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM CEC CONSULTANTS, INC. ALL RIGHTS ARE RESERVED. CEC CONSULTANTS, INC. IS NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS DRAWING. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS FROM THE APPROPRIATE AGENCIES. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS FROM THE APPROPRIATE AGENCIES. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS FROM THE APPROPRIATE AGENCIES.



FIRST FLOOR PLAN (1 STORY)

SCALE: 1/8" = 1'-0"



FRONT ELEVATION (1 STORY)

SCALE: 1/8" = 1'-0"



14311 Manchester Rd
St. Louis, MO. 63011

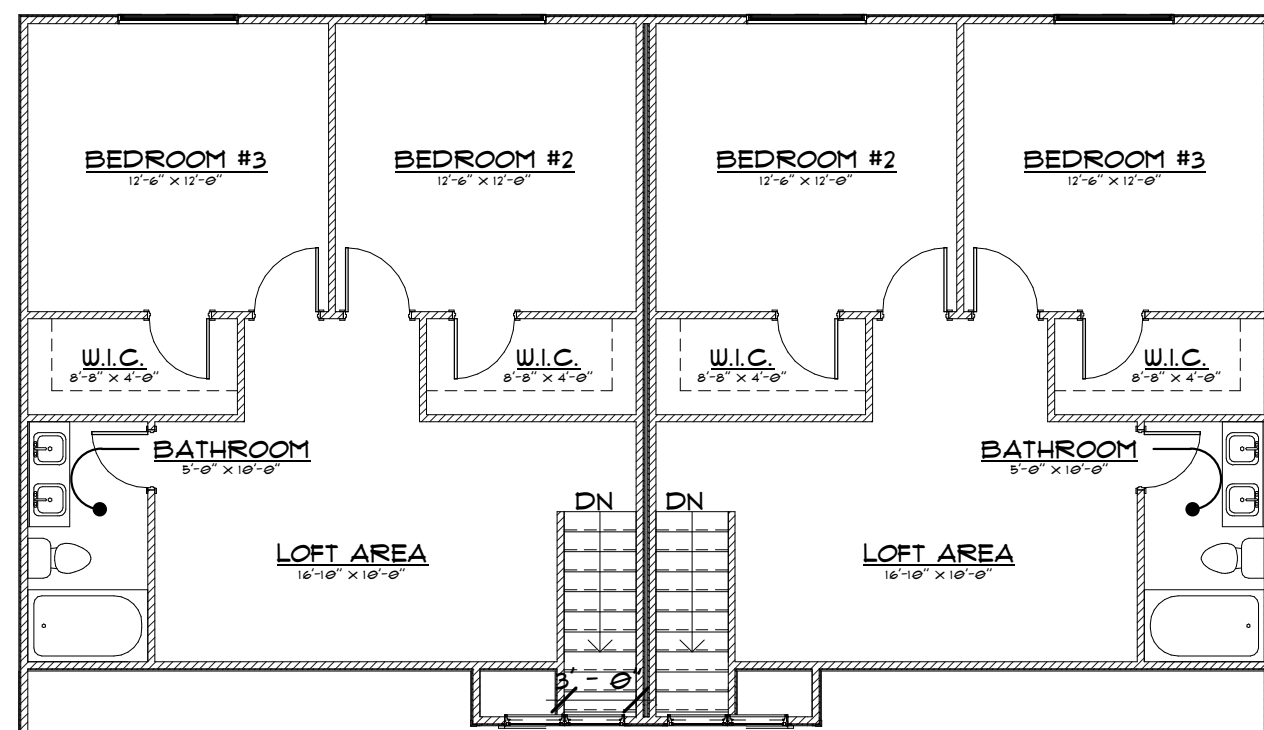
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NEW DEVELOPMENT AT:
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ST. CHARLES, MO, 63303

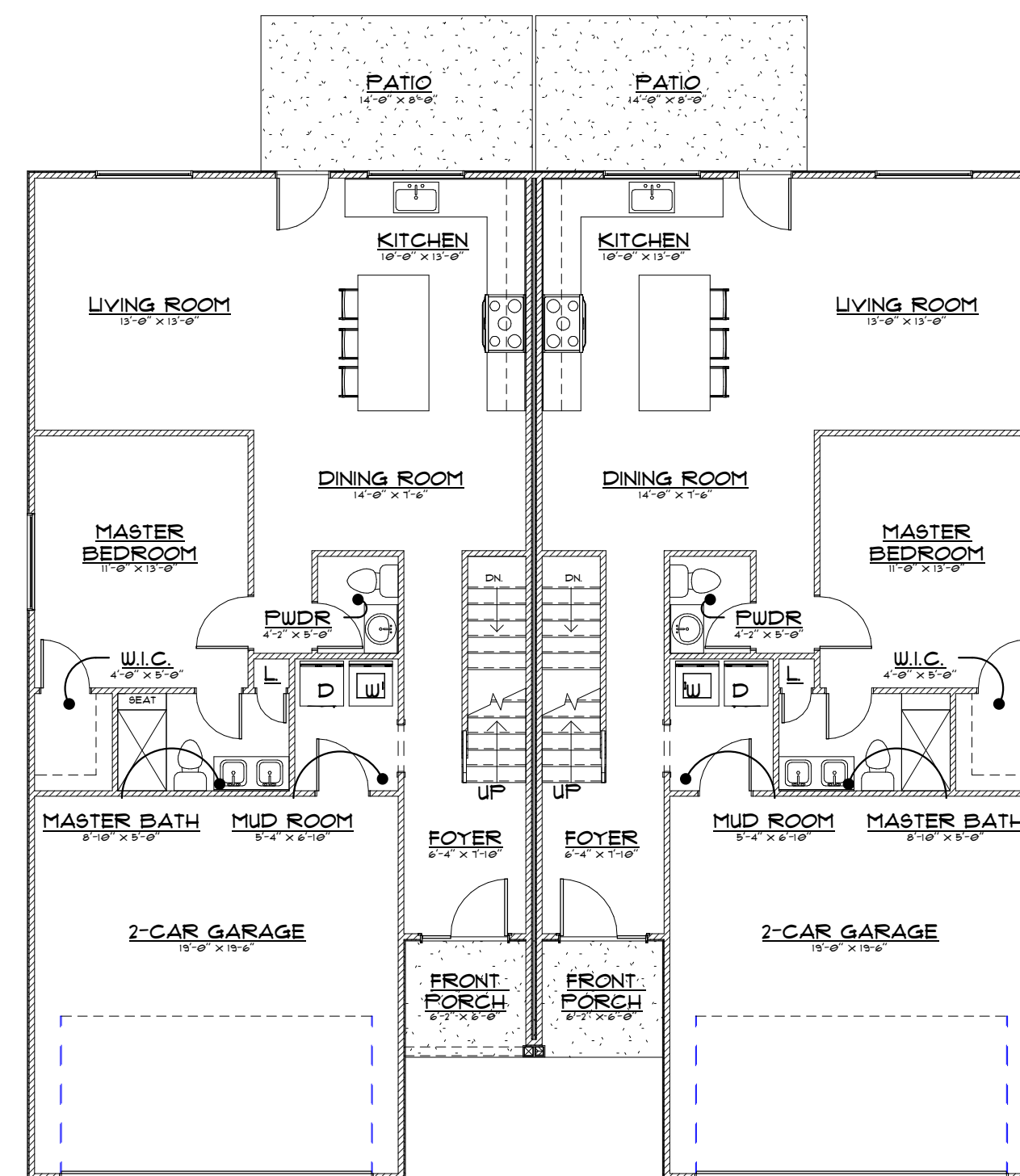
FOR:
LARSON DEVELOPMENT
COMPANY

JDALIC 26 110
DATE: 6/02/2026



SECOND FLOOR PLAN 1 1/2 STORY)

SCALE: 1/8" = 1'-0"



FIRST FLOOR PLAN (1 1/2 STORY)

SCALE: 1/8" = 1'-0"



FRONT ELEVATION (1 1/2 STORY)

SCALE: 1/8" = 1'-0"



14311 Manchester Rd
St. Louis, MO. 63011

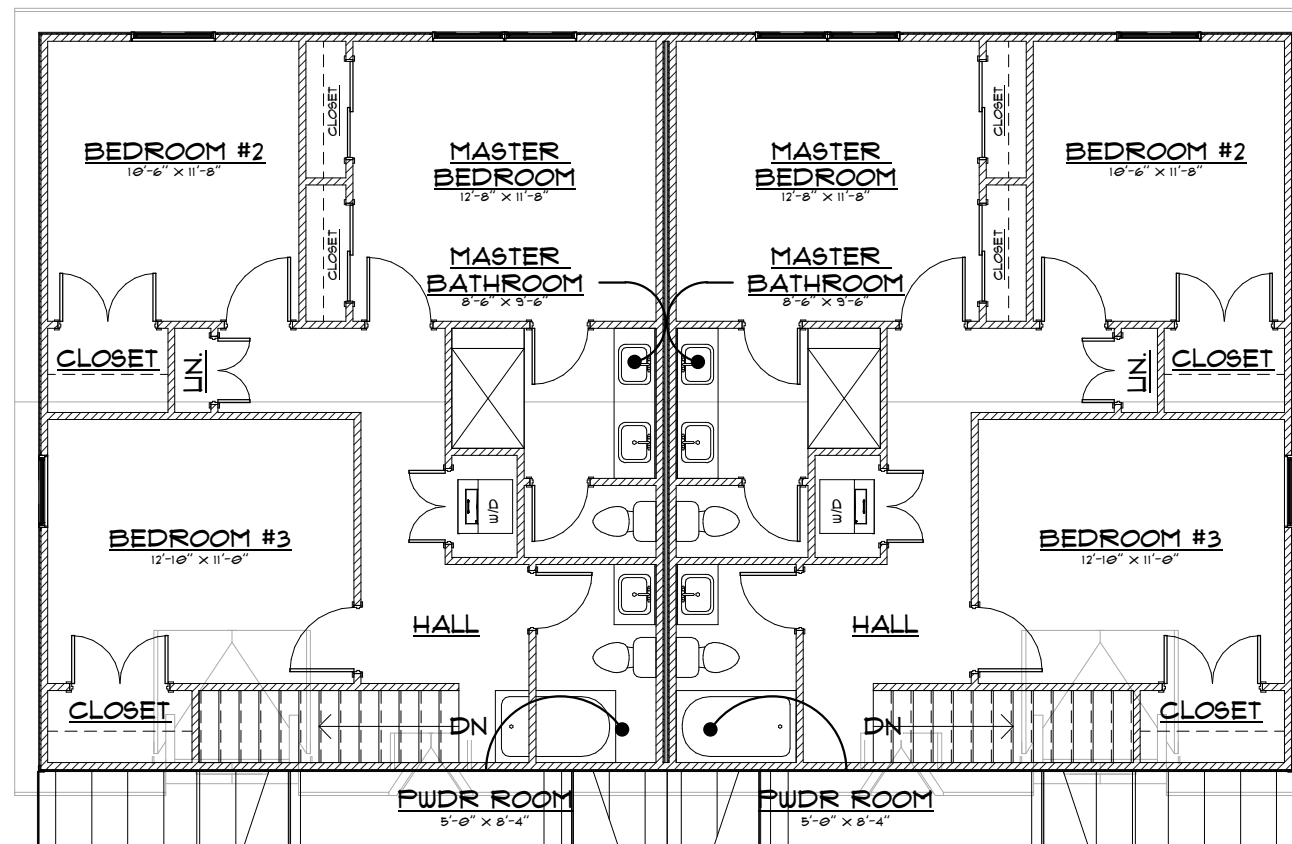
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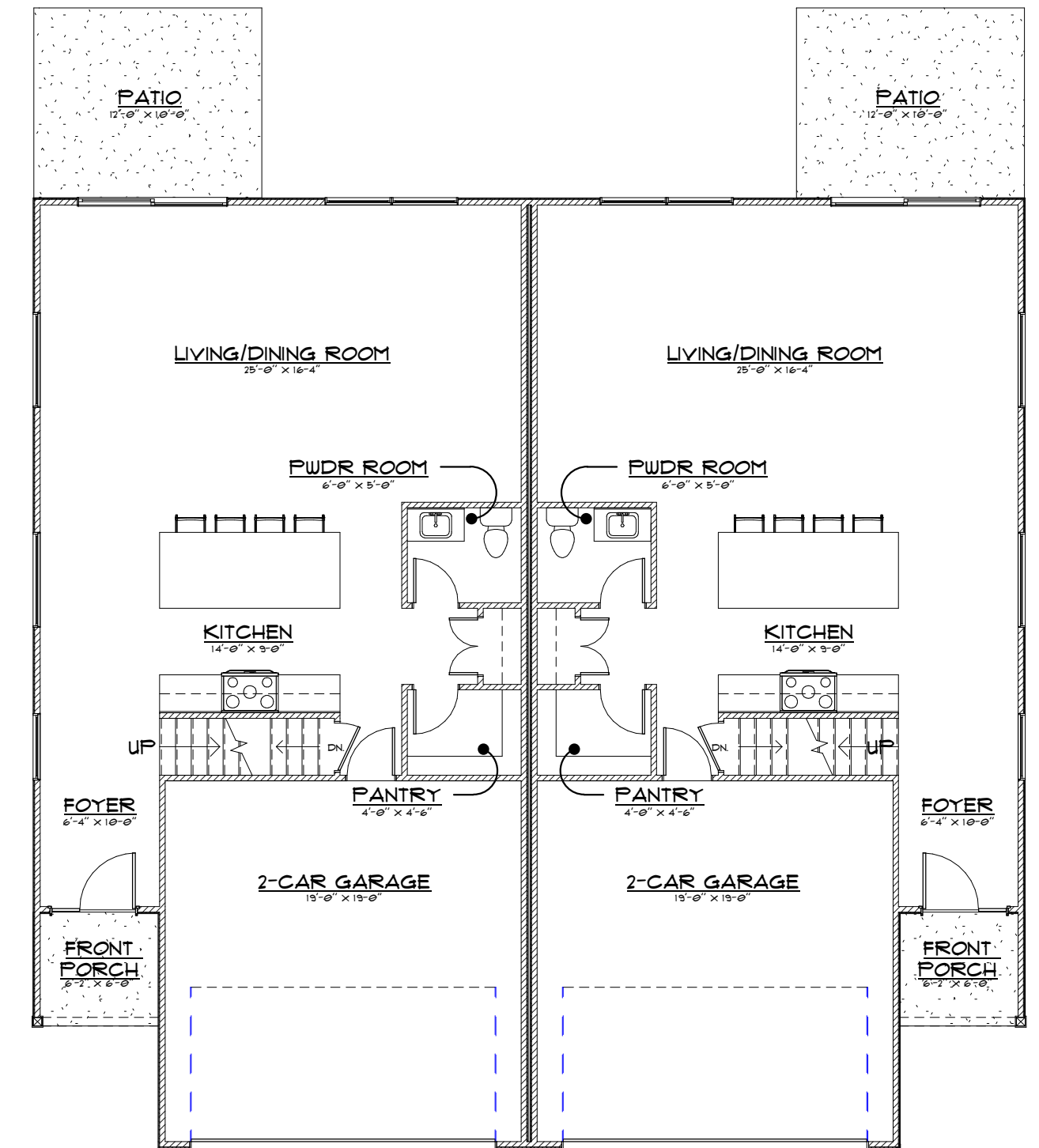
FOR:
LARSON DEVELOPMENT
COMPANY

JDALIC 26 110
DATE: 6/02/2026



SECOND FLOOR PLAN (2 STORY)

SCALE: 1/8" = 1'-0"



FIRST FLOOR PLAN (2 STORY)

SCALE: 1/8" = 1'-0"



FRONT ELEVATION (2 STORY)

SCALE: 1/8" = 1'-0"



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St. Louis, MO. 63011

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NEW DEVELOPMENT AT:
MUEGGE RD.
ST. CHARLES, MO, 63303

FOR:
LARSON DEVELOPMENT
COMPANY

JDALIC 26 110
DATE: 6/02/2026

CITY OF ST. CHARLES FIRE DEPARTMENT - SITE PLAN REVIEW CHECKLIST

Project Name: Stone Moss Villas

Project Address: 1704-1712 Muegge Road

Reviewed By: _____ Date: _____

SECTION 1 — FIRE APPARATUS ACCESS ROADS (IFC 503 & Appendix D as amended by Ord. 205.070)

Requirement	YES	NO	N/A
Fire apparatus access roads have an unobstructed width of not less than 20 feet and a vertical clearance of not less than 13 feet 6 inches. (503.2.1)	x		
Provide an exhibit showing fire apparatus maneuvering through the development with a minimum 46-foot outside curb-to-curb turning radius. (Amended Appendix D103.3)	x		
Access roads are designed and maintained to support fire apparatus weighing up to 80,000 pounds. (Amended Appendix D102.1)	x		
All portions of the building or facility are within 150 feet of an approved fire apparatus access road (measured around the exterior). (503.1.1)	x		
Access roads are surfaced with asphalt or concrete to provide all-weather driving capabilities and kept clear of mud, debris, or obstructions. (Amended 503.2.3)	x		
Dead-end fire apparatus access roads exceeding 150 feet are provided with an approved turnaround. (503.2.5 & Appendix D)	x		
Maximum grade of access roads does not exceed 10 percent. (503.2.7)	x		

CITY OF ST. CHARLES FIRE DEPARTMENT - SITE PLAN REVIEW CHECKLIST

Requirement	YES	NO	N/A
Where a fire hydrant is located on the access road, the minimum unobstructed width is 26 feet. (Appendix D)	x		
Fire lanes are properly marked with approved signage and striping ("NO PARKING – FIRE LANE"). (503.3)			x
Fire apparatus access is maintained free of obstructions during construction. (501.4)	x		
Security gates (if provided) comply with St. Charles Fire Department requirements, including minimum 20-ft clear width when open and approved emergency access device. (503.6 & Amended Appendix D103.5)			x
Speed bumps and traffic calming devices are prohibited unless specifically approved by the Fire Code Official. (Amended 503.4.1)			x
Aerial access required where building height exceeds 30 ft. (D105.1) Exception: Where <i>approved</i> by the <i>fire code official</i> , buildings of Type IA, Type IB or Type IIA construction equipped throughout with an <i>automatic sprinkler system</i> having fire fighter access through an enclosed <i>stairway</i> with a Class I standpipe from the lowest level of fire department vehicle access to all roof surfaces.			x
Aerial access road width minimum 26 ft. (D105.2)			x
Aerial road located 15–30 ft from building and parallel to one side. (D105.3)			x
Multifamily >100 units provided with two access roads. (D106.1)			x
Up to 200 units may have one access if fully sprinklered. (D106.1 Exception)			x
Multifamily >200 units require two access roads. (D106.2)			x
Required access roads separated by 1/2 diagonal distance. (D106.3)			x
1-2 family developments >100 units require two access roads. (D107.1 Amended)			x

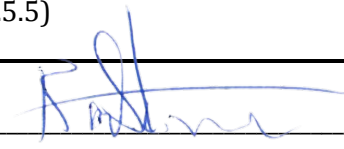
CITY OF ST. CHARLES FIRE DEPARTMENT - SITE PLAN REVIEW CHECKLIST

SECTION 2 — WATER SUPPLY & HYDRANTS (IFC 507 & as amended by Ord. 205.070)

Requirement	YES	NO	N/A
No portion of the building/facility is more than 300 feet from a hydrant on a fire apparatus access road (measured around the exterior). On-site hydrants provided as required. (Amended 507.5.1)	x		
Hydrants and water mains are clearly shown on plans, including pipe sizes.	x		
Minimum 8-inch water main supplying all fire hydrants. (Amended 507.5.7)	x		
Hydrants are located on or within 20 feet of an all-weather access surface, with outlets facing the street and nozzle center not less than 14 inches above grade. (Amended 507.5.10)	x		
At least one hydrant is located within 150 feet of the Fire Department Connection (FDC) for buildings with sprinklers or standpipes. (Amended 507.1.3 & 507.5.10)			x
Barrels of private hydrants shall be painted red in order to be distinguished from public hydrants. Bonnets of private hydrants shall be painted the same as public hydrants, per rated class as described in Section 507.5.13. Where a private hydrant is supplied from a fire pump, the caps and bonnet shall be painted black. Public hydrants follow city color-coding standards. (Amended 507.5.13 & 507.5.14)	x		

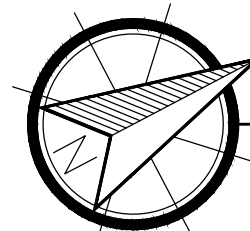
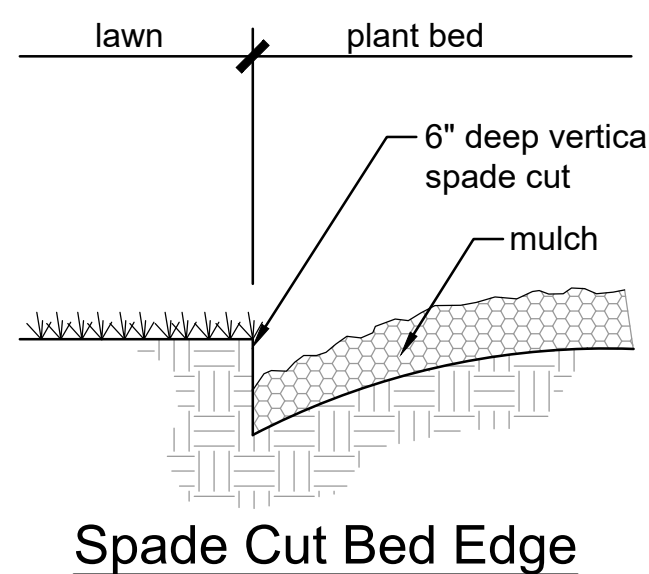
SECTION 3 — FIRE PROTECTION FEATURES

Requirement	YES	NO	N/A
Proved Fire Department Connection (FDC) location on building			x
Backflow preventer location is shown on plans. (903.3.5)			x
Minimum 3-foot clear space must be maintained around all fire hydrants and FDCs. (507.5.5)	x		

Reviewer Signature:  Date: 05/29/2026

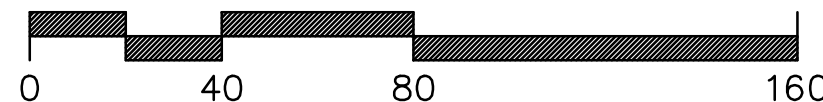
2,138 LN FT OF COMMON
PROPERTY LINE /30' =
72 TREES REQUIRED

HATCH INDICATES
REQUIRED TREES



LANDSCAPE PLAN

SCALE 1"=40'



Landscape Notes:

- Mulch to be double ground bark mulch.
- All 3:1 or steeper slopes shall be seeded with turf-type tall fescue and have erosion control. All other areas to be turf type fescue sod or seed.
- Topsoil in all disturbed lawn areas at 4" depth.
- Soil mix in all shrub beds at 4" depth.

Tree Replacement Summary:

1194.5 caliper inches of replacements required

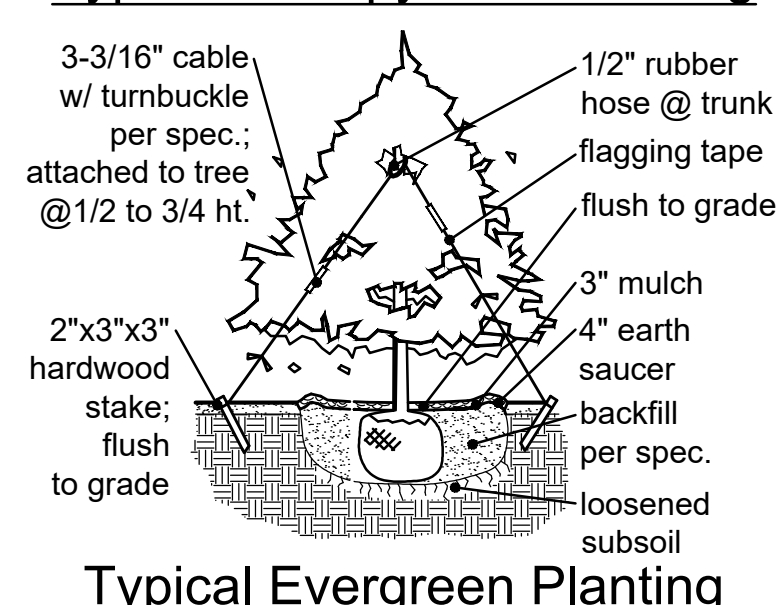
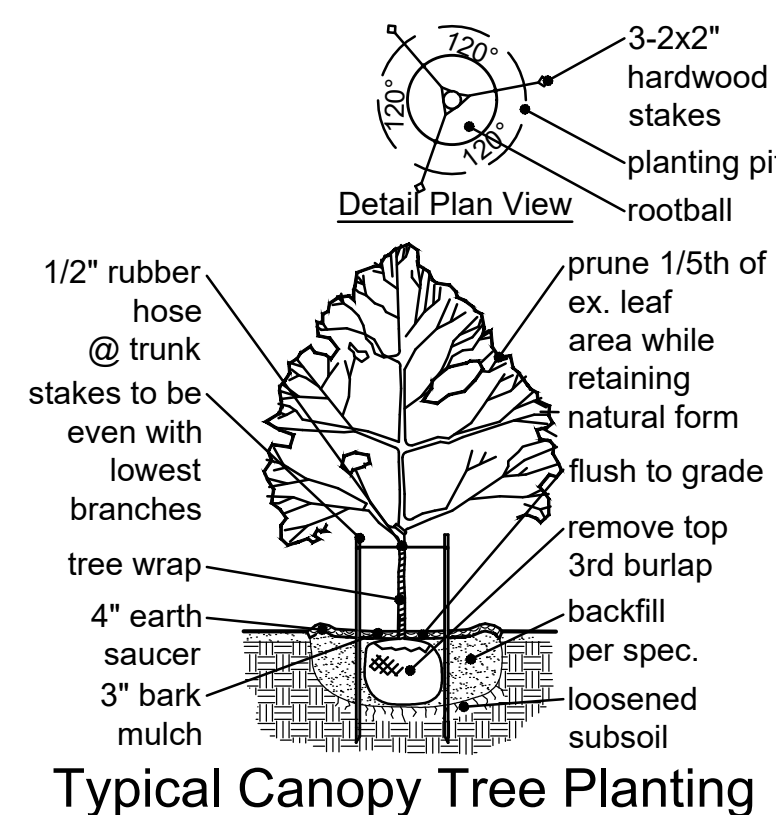
Total number of trees (non-required) proposed in street tree and common ground plantings:		
a) 115 - 2.5" caliper canopy street trees	=	287.5 inches
b) 35 - 2" caliper understory trees	=	70 inches
c) 165 - 6-8' (2" caliper ±) evergreen trees	=	330 inches

Total = 687.5 inches

1194.5 req. - 687.5 provided = 507 cal. inches **deficit**

REQUIRED PLANTING SCHEDULE					
ID	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
CANOPY-SHADE TREE					
A	9	Quercus shumardii	Shumard Oak	2.5" caliper	B & B
B	7	Acer x freemanii 'Jeffersred'	Autumn Blaze Maple	2.5" caliper	B & B
C	7	Quercus rubra	Red Oak	2.5" caliper	B & B
D	1	Gleditsia triacanthos 'Skycole'	Skyline Honeylocust	2.5" caliper	B & B
E	0	Ulmus parvifolia 'Emer II'	Allee Lacebark Elm	2.5" caliper	B & B
F	2	Nyssa sylvatica	Black Gum	2.5" caliper	B & B
G	0	Quercus robur x bicolor 'Long'	Regal Prince Oak	2.5" caliper	B & B
UNDERSTORY-ORNAMENTAL TREE					
K	7	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2" caliper	B & B
Q	3	Cornus kousa	Kousa Dogwood	2" caliper	B & B
R	5	Cercis canadensis 'Forest Pansy'	Forest Pansy Redbud	2" caliper	B & B
EVERGREEN TREE					
M	17	Thuja "Green Giant"	Green Giant Arborvitae	6' tall	B & B
W	6	Juniperus virginiana	Eastern Red Cedar	6' tall	B & B
X	5	Picea abies	Norway Spruce	6' tall	B & B

MITIGATION PLANTING SCHEDULE					
ID	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
CANOPY-SHADE TREE					
A	17	Quercus shumardii	Shumard Oak	2.5" caliper	B & B
B	15	Acer x freemanii 'Jeffersred'	Autumn Blaze Maple	2.5" caliper	B & B
C	6	Quercus rubra	Red Oak	2.5" caliper	B & B
D	24	Gleditsia triacanthos 'Skycole'	Skyline Honeylocust	2.5" caliper	B & B
E	22	Ulmus parvifolia 'Emer II'	Allee Lacebark Elm	2.5" caliper	B & B
F	18	Nyssa sylvatica	Black Gum	2.5" caliper	B & B
G	13	Quercus robur x bicolor 'Long'	Regal Prince Oak	2.5" caliper	B & B
UNDERSTORY-ORNAMENTAL TREE					
K	15	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	2" caliper	B & B
Q	7	Cornus kousa	Kousa Dogwood	2" caliper	B & B
R	13	Cercis canadensis 'Forest Pansy'	Forest Pansy Redbud	2" caliper	B & B
EVERGREEN TREE					
M	88	Thuja "Green Giant"	Green Giant Arborvitae	6' tall	B & B
W	33	Juniperus virginiana	Eastern Red Cedar	6' tall	B & B
X	44	Picea abies	Norway Spruce	6' tall	B & B



Prepared For:
Mr. Max Ladd
Larson Development LLC
100 N. Broadway 17th Floor
St. Louis, MO 63102
Max.Ladd@larson.com

Jerald Saunders - Landscape Architect
MO License # LA-007

Consultants:

Muegge Road Residential

1704 Muegge Road
Saint Charles, Missouri

Revisions:

Date	Description	No.
5/28/26	City Comments	1

Drawn: JR
Checked: JAS

LOOMIS ASSOCIATES
landscape architects + planners
750 spout 40 park drive, chesterfield, missouri 63005
t. 636-519-8666
www.loomis-associates.com

Sheet Title: LANDSCAPE PLAN

Sheet No: **L1.01**

Date: 5/22/26
Job #: 1106.002

Loomis Associates Inc.
Missouri State Certificate of Authority #: LAC #000191

Prepared For:
Mr. Max Ladd
Larson Development LLC
100 N. Broadway 17th Floor
St. Louis, MO 63102
Max.Ladd@larson.com

5/20/26
Jerald Saunders - Landscape Architect
MO License # LA-007

Consultants:

Muegge Road Residential
1704 Muegge Road
Saint Charles, Missouri

Revisions:

Date	Description	No.
5/28/26	Plan Changes	2

Drawn: RS
Checked: JAS

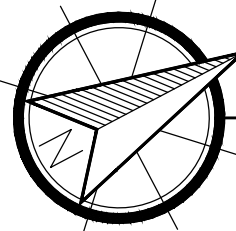
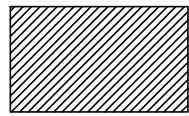
LOOMIS ASSOCIATES
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Loomis Associates Inc.
Missouri State Certificate of Authority #: LAC #000191

Sheet Title:	TREE PLAN
Sheet No:	TP-1
Date:	5/22/26
Job #:	1106.002

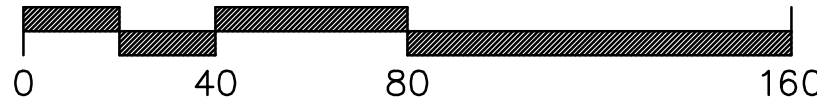
2,138 LN FT OF COMMON
PROPERTY LINE /30' =
72 TREES REQUIRED

HATCH INDICATES
REQUIRED TREES



TREE PROTECTION PLAN

SCALE 1"=40'



Tree Protection Notes:

- 1) Pre-construction meeting to be held on-site to include a presentation of tree protection measures to operators, construction supervisors, developer's representative, and city zoning inspector.
- 2) Clearing Limits to be rough staked in order to facilitate location for installation of protection fencing. No early maintenance schedule is required. Required siltation devices to be installed along limit of disturbance line.
- 3) No clearing or grading shall begin in areas where the treatment and preservation measures have not been completed, including the installation of tree protection fencing as shown on the plan. Where necessary, Contractor may perform minor tree clearing prior to installing silt fencing and tree protection fencing provided they maintain tree protection area.
- 4) Tree Protection Fencing shall be 4-foot high temporary plastic construction fence. No equipment traffic/parking, concrete washout, material storage or other such construction activity shall be permitted to penetrate the protection fencing except for the removal of dead or invasive plant material. All ground plane in planting areas shall be mulched with hardwood bark mulch. Tree Protection Signage will be placed along the Protection Fencing as shown as the dashed line on the plan.
- 5) Perform root pruning prior to any work in the critical root zone. Where root injury has occurred, the branches and the tops of the tree shall be cut or thinned to reduce the demand on the roots for moisture and minerals, and a low nitrogen, high phosphorous fertilizer shall be applied as determined by the Consulting Landscape Architect.
- 6) Tree protection measures to be maintained throughout construction.

Tree Protection Action Key Sequence:

- 1) Survey Limit of Disturbance
- 2) Mark trees with colored ribbons in the following fashion:
RED RIBBONS: trees to be preserved
BLUE RIBBONS: trees to be removed
- 3) Perform Root Pruning
- 4) Install Tree Protection Fencing
- 5) Post Tree Protection Signage on Fence; no signs will be posted on any trees
- 6) Maintain Tree Protection Area as off-limits zone

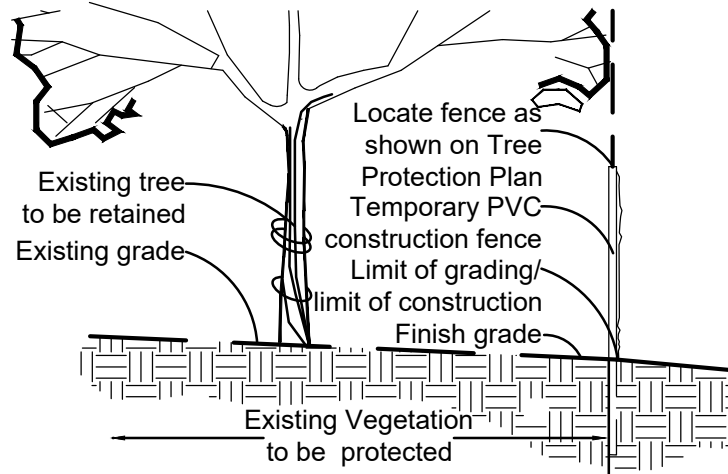
LEGEND:

Symbol	Description
	Existing Individual Tree to remain
	Existing Individual Tree to be removed
	Tree protection fence

Tree Protection Summary:

Total site area: 8.39 Acres (365,388 s.f.)

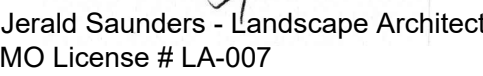
- 1) Total number of caliper inches of viable trees 10" in caliper or greater in area disturbed by construction: 2,967 cal. inches (110 trees)
- 2) Calculation of replacement requirements:
2,915 total caliper inches in disturbed area
x .50 (represents the 50% tree cover removed in excess of 50% removal allowed)
1457.5 caliper inches shall be preserved or mitigated
- 263 caliper inches preserved
= 1194.5 caliper inches of replacement required



Tree Protection Detail

Tree Survey Provided By:
Midwest Trees, L.L.C.
Andy Berg, Certified Arborist
IL-5361B

Tree #	Species	Dia.	Condition	Observations/Notes	Preserve	Remove
79	hackberry	28	Fair			X
80	boxelder	32	Good			X
81	elm, slippery	16	Good	Multi-stem		X
82	mulberry	12	Good			X
83	black walnut	28	Fair	Vines		X
84	elm, Siberian	18	Poor	not viable		X
85	elm, slippery	20	Fair	Vines		X
86	oak, shingle	16	Fair			X
87	black walnut	12	Fair			X
88	hackberry	16	Fair			X
89	hackberry	12	Fair			X
90	hackberry	12	Fair			X
91	boxelder	14	Poor	not viable		X
92	elm, slippery	20	Fair	Vines		X
93	black walnut	16	Fair			X
94	boxelder	14	Poor	not viable		X
95	black walnut	16	Good			X
96	black walnut	20	Fair			X
97	black walnut	18	Good			X
98	black walnut	24	Fair			X
99	black walnut	16	Good			X
100	black walnut	28	Good			X
101	black walnut	18	Good			X
102	black walnut	18	Good			X
103	black walnut	18	Good			X
104	black walnut	14	Fair			X
105	black walnut	20	Good			X
106	black walnut	20	Good			X
107	black walnut	19	Good			X
108	black walnut	14	Good			X
109	black walnut	20	Good			X
110	black walnut	12	Good			X
111	black walnut	18	Good			X
112	black walnut	11	Fair			X
113	black walnut	18	Good			X
114	black walnut	18	Good			X
115	black walnut	13	Good			X
116	black walnut	21	Good			X
117	black walnut	22	Good			X
118	black walnut	19	Good			X
119	black walnut	24	Good			X
120	black walnut	20	Fair			X
121	black walnut	19	Good			X
122	black walnut	14	Good			X
123	black walnut	22	Good			X
124	black walnut	26	Good			X
125	black walnut	21	Good			X
126	black walnut	18	Fair			X
127	black walnut	18	Good			X
128	black walnut	22	Good			X
129	black walnut	20	Good		X	
130	black walnut	24	Good		X	
131	black walnut	18	Good		X	
132	black walnut	15	Good		X	
133	eastern redcedar	12	Good			X
134	eastern redcedar	12	Good			X
135	eastern redcedar	10	Fair			X
136	eastern redcedar	11	Fair			X
137	eastern redcedar	12	Good			X
138	eastern redcedar	12	Fair	Multi-stem		X
139	eastern redcedar	14	Fair			X
140	eastern redcedar	10	Fair			X
141	eastern redcedar	11	Fair			X
142	eastern redcedar	11	Good			X
143	oak, bur	18	Good			X
144	oak, bur	21	Good			X
145	oak, bur	24	Good			X
146	oak, northern red	24	Fair	Chlorotic		X
147	eastern redcedar	20	Fair			X
148	black walnut	20	Fair			X
149	black walnut	24	Good			X
150	black walnut	15	Fair			X
151	oak, bur	20	Good			X
152	oak, bur	20	Good			X
153	pecan	26	Good			X
154	pecan	24	Good			X
155	oak, bur	25	Good			X
156	oak, bur	21	Good			X
157	oak, bur	21	Good			X
158	oak, bur	20	Good			X
159	oak, bur	20	Good			X
160	oak, bur	21	Good			X



Muegge Road Residential

Drawn: RS
Checked: JAS

Loomis Associates Inc.

Sheet Title:	TREE PLAN DATA
Sheet No:	TP-2
Date:	5/22/26
Job #:	1106.002

Tree Survey Provided By:
Midwest Trees, L.L.C.
Andy Berg, Certified Arborist
IL-5361B

MEMO

To: Max Ladd, Larson Development, LLC
From: Michelle Romine, PE, PTOE – Lochmueller Group
Date: May 6, 2026
Subject: Muegge Road Residential Development Traffic Impact Study Assessment

On behalf of Larson Development LLC, Lochmueller Group has been requested to complete an assessment to determine if the proposed residential development to be located at 1704 Muegge Road in St. Charles, MO meets the criteria for a Traffic Impact Study (TIS). The site location is depicted in **Figure 1**.

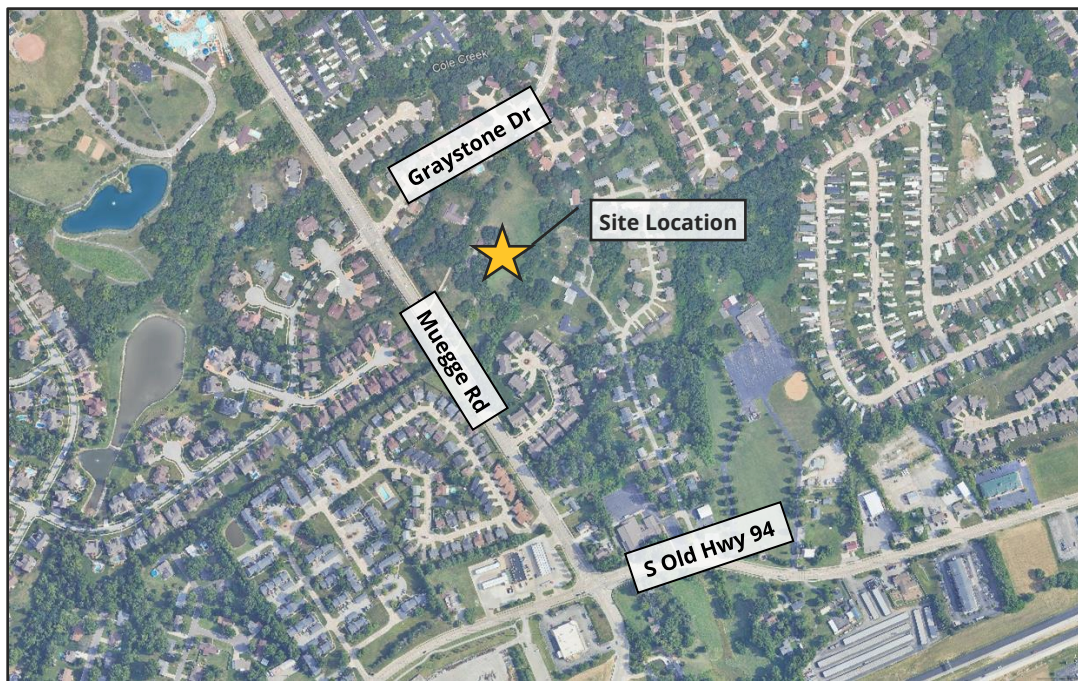


FIGURE 1. SITE LOCATION

It is our understanding that the proposed development will be comprised of 50 single-family attached homes with a single unsignalized access point proposed along Muegge Road approximately 325 feet south of Muegge Road & Graystone Drive. A preliminary site plan is provided in **Figure 2**.

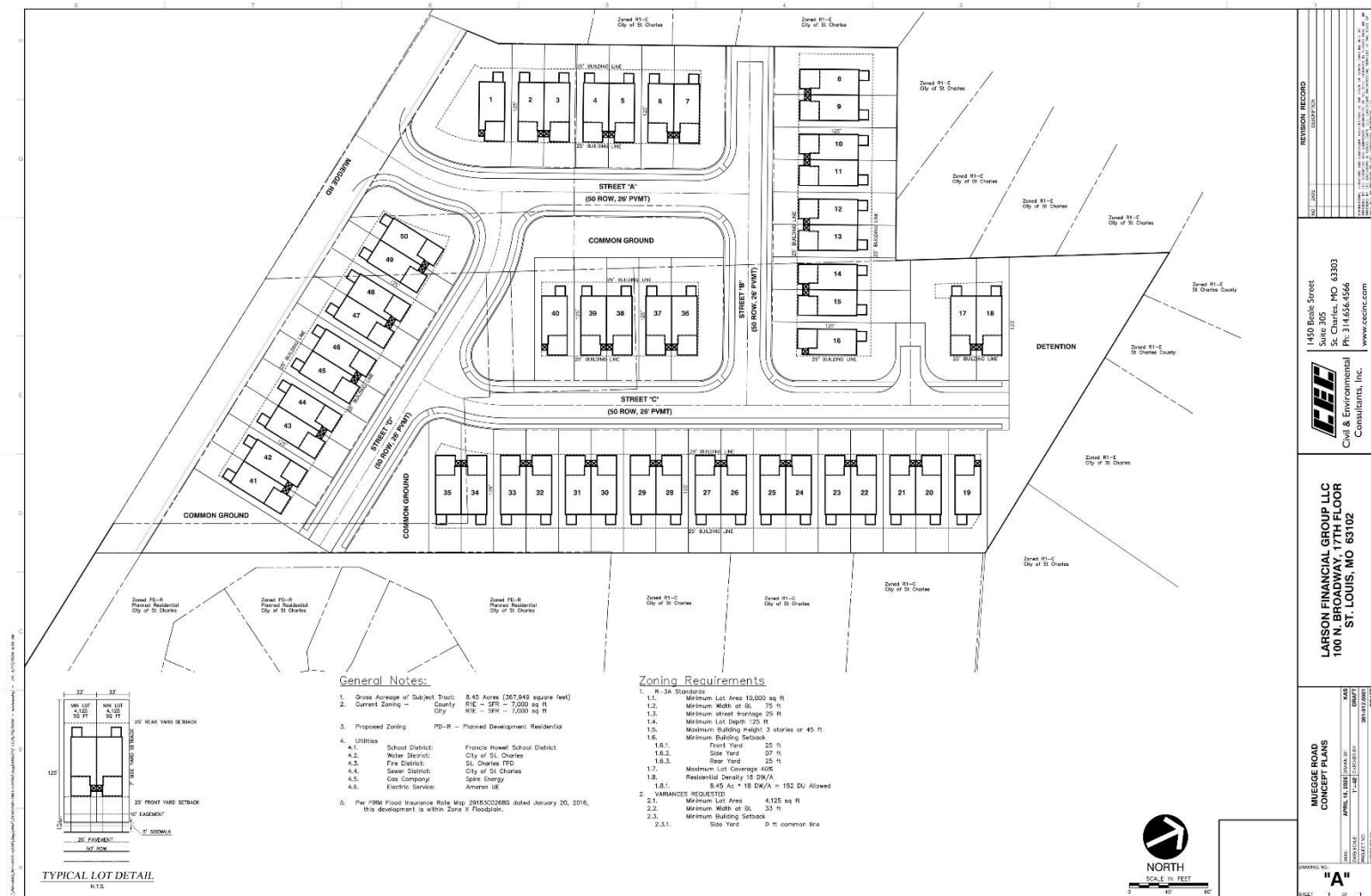


FIGURE 2. PRELIMINARY SITE PLAN (PROVIDED BY OTHERS)

399 South Spring Ave, Suite 208 B
St. Louis, Missouri 63110
PHONE: 314.621.3395

The proposed development was evaluated in accordance with the City of St. Charles Traffic Impact Study Guidelines, which establish thresholds for when a TIS is required. The following evaluation summarizes the assessment:

1. *"When the proposed development is projected to generate 75 or more trips per hour during the peak generating time for the development."*
 - a. The Trip Generation Manual, 12th Edition, published by the Institute of Transportation Engineers (ITE), was consulted as a reference to forecast the trip generation of the proposed development. The following land use code (LUC) was used:

- LUC 215: Single-Family Attached Housing

The weekday AM and PM peak hour of adjacent street was selected as the peak generating times for the proposed development. Trip generation rates were calculated based upon the number of dwelling units for the proposed residential development. The fitted curve equation was used to calculate both the AM and PM peak hour trips as twenty or more data points were available per Figure 4.2 in the Trip Generation Handbook 3rd Edition.

Table 1 shows the trip generation for the development. As shown, during the weekday AM and PM peak hours, the proposed development would be expected to generate a total of 14 and 21 trips, respectively. As such, the proposed development is expected to generate less than 75 trips during the peak generating time for the development.

TABLE 1. TRIP GENERATION ESTIMATE FOR PROPOSED RESIDENTIAL DEVELOPMENT

Land Use	LUC	Size	Weekday AM Peak Hour			Weekday PM Peak Hour		
			In	Out	Total	In	Out	Total
Single-Family Attached Housing	215	50 DU	4	10	14	12	9	21
Total New Trips			4	10	14	12	9	21

2. *"When the proposed new approach is to an intersection operating at LOS "C" or worse."*
 - a. The proposed development is not seeking access via an existing intersection. As such, this requirement is not met.
3. *"When the developer is requesting a new traffic signal."*
 - a. The developer is seeking an unsignalized access along Muegge Road. As such, this requirement is not met.
4. *"When modifications of an existing traffic signal are being requested such as but limited to timing/phasing changes, hardware modifications, etc."*
 - a. The developer is not seeking access at a signalized intersection or pursuing modifications to an existing signal. As such, this requirement is not met.

399 South Spring Ave, Suite 208 B

St. Louis, Missouri 63110

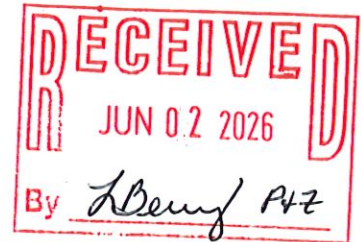
PHONE: 314.621.3395

5. *"If using an existing TIS in which the data is more than two years old."*
 - a. A TIS has not been previously completed and is not expected to be required for the proposed development. As such, this requirement is not met.
6. *"Curb cuts within 250' of a signalized intersection measured from the center of the intersection and generate 50 or more trips per hour during the peak generating time for the development"*
 - a. The proposed access drive along Muegge Road is 325 feet south of Muegge Road & Graystone Drive and approximately 1,525 feet north of Muegge Road & S Old Highway 94 when measured centerline to centerline. Furthermore, the proposed development is expected to generate less than 50 trips during the peak generating times. As such, this requirement is not met.
 - b. It should be noted that it is our understanding that the three existing residential drives within the site area would be removed as part of this proposed development in favor of the single access drive proposed.
 - c. The proposed intersection should conform to the sight distance requirements set forth by the American Association of State Highway and Transportation Officials (AASHTO). Furthermore, as part of the design and construction process, care should be given to ensure that signage and/or landscaping does not pose sight-distance limitations at the proposed drive location.

As previously described, the proposed development does not satisfy any of the six criteria that would trigger the requirement for a TIS. Accordingly, based on the information currently available and our evaluation under the City of St. Charles Traffic Impact Guidelines, it is our professional opinion that a TIS is not required for the proposed development at this time.

Should the scope of the project change—including, but not limited to, modifications in land use, development intensity, site access, or location—this determination should be reevaluated to confirm continued compliance with the City's Traffic Impact Guidelines.

Please contact Michelle Romine at 314-446-3795 or michelle.romine@lochgroup.com for any questions or comments regarding this memorandum.



To the Planning and Zoning Commission,

I am writing to express my strong opposition to the proposed rezoning and planned development applications for the attached 50-unit townhome project located at 1704, 1710, and 1712 Muegge Road.

Case No. Z2026-14, Z2026-15, Z2026-16

While I understand the need for responsible growth and development within the City of St. Charles, I do not believe this proposal is appropriate for the existing character, infrastructure, and long-term interests of this neighborhood.

My concerns include the following:

1. Increased Traffic and Safety Concerns-

The proposed density of a 50-unit townhome development will significantly increase traffic volume in an area that is currently designed for lower-density residential use. Additional vehicle traffic will impact congestion, create safety concerns for residents, pedestrians, and children, and place additional strain on nearby intersections and roadways that were not intended to support this level of development.

2. Incompatibility with Existing Neighborhood Character-

The surrounding area is primarily composed of single-family residential properties. Transitioning this property from single-family zoning to a high-density multi-family and planned development district represents a substantial departure from the established character of the neighborhood. Many residents chose this area specifically because of its lower-density residential environment, and this proposal undermines that expectation.

3. Strain on Infrastructure and Public Services-

A development of this size has the potential to place additional burdens on public infrastructure and services, including stormwater management, sewer systems, schools, emergency services, and parking availability. Before approving a project of this scale, there should be clear evidence that existing infrastructure can adequately support it without negatively impacting current residents.

4. Property Value and Quality of Life Concerns-

Higher-density developments adjacent to established single-family neighborhoods can negatively affect property values and reduce overall quality of life for nearby homeowners. Increased noise, traffic, parking issues, and overcrowding are legitimate concerns for residents who have invested heavily in their homes and community.

5. Precedent for Future Overdevelopment-

Approving this rezoning request may set a precedent for additional high-density developments in areas that were originally intended for single-family residential use. This gradual shift could permanently alter the nature of the community and weaken long-term neighborhood planning objectives.

6. Aesthetic Impact, Noise Concerns, and Loss of Residential Appeal

Residents in this neighborhood purchased homes with the expectation of living in a quiet, single-family residential environment, not adjacent to a dense townhome or apartment-style development. The proposed 50-unit attached housing complex would dramatically alter the appearance and character of the area, replacing the open residential feel with large-scale multi-family structures, increased parking areas, and significantly higher population density. Many homeowners did not invest in properties here simply to step into their backyards and look directly at what effectively functions as an apartment complex. In addition to the visual impact, developments of this scale are commonly associated with increased noise from higher traffic volume, guest activity, outdoor gatherings, deliveries, and the general day-to-day congestion that accompanies dense residential developments. This type of disruption is inconsistent with the peaceful atmosphere that current residents expected when purchasing homes in this neighborhood and would substantially diminish both the aesthetic appeal and quiet enjoyment of surrounding properties.

7. Availability of More Appropriate Development Areas

There are already several townhome and higher-density residential developments that have recently been constructed throughout the St. Charles area, many of which are located in corridors that are better suited for multi-family housing and increased traffic density. In addition, there are other undeveloped or commercially adjacent areas within the city that would be far more appropriate for a project of this scale without disrupting

established neighborhoods. Placing a dense attached housing development directly adjacent to existing homeowners in this area is unnecessary when there are alternative locations available that can better accommodate higher-density growth while preserving the character, privacy, and quality of life of established residential communities.

I respectfully ask the Planning and Zoning Commission and City Council to deny these rezoning and planned development requests and instead encourage development that is more compatible with the existing residential character, the infrastructure of the area and preserves the quality of life for current residents.

Thank you for your consideration and for providing residents the opportunity to voice concerns regarding this proposal.

Sincerely,

Michael Hassert

2290 Graystone Drive

The Villas at Hampton Place
St. Charles, MO 63303

June 3rd, 2026

St. Charles Planning and Zoning Commission
Department of Community Development
200 North Second Street
St. Charles, MO 63301

RE: Opposition to Rezoning and Annexation Applications – Larson Development, LLC
Case Nos. Z-2026-14, Z-2026-15, and Z-2026-16

Dear Members of the Planning and Zoning Commission,

We are writing to formally oppose the proposed annexation and rezoning applications submitted by Larson Development, LLC concerning the properties located at 1704 Muegge Road and 1704, 1710, and 1712 Muegge Road in St. Charles.

As nearby property owners and residents, we have significant concerns regarding the impact this proposed development may have on the surrounding neighborhood and community.

Our concerns include the following:

1. Increased Traffic and Safety Concerns

The proposed 50-unit attached townhome development would substantially increase traffic along Muegge Road and surrounding residential streets. This area already experiences congestion, and additional vehicle traffic could create safety concerns for residents, pedestrians, and emergency access.

2. Density and Neighborhood Character

The proposed rezoning from R-1E Single-Family Residential and R-3A Multi-Family Residential to a Planned Development for attached townhomes appears inconsistent with the existing character of the surrounding area. The increased density would negatively impact the quiet residential atmosphere and compatibility with nearby single-family homes.

3. Preservation of Boundary Trees and Green Space

We strongly request that the existing boundary trees and landscape buffer remain in place. These trees were part of the original Hampton Place development and represented an

important feature and upgrade associated with homeowners' original property purchases. The mature tree line provides privacy, noise buffering, aesthetics, and separation between developments. Removing these trees would significantly diminish the character and value of the neighborhood and negatively affect nearby residents.

4. Concerns Regarding Rental Properties and Property Values

We are very concerned that the proposed townhome development could ultimately become rental property located directly adjacent to established owner-occupied homes in Hampton Place and surrounding areas. Increased rental density next to single-family residences may negatively affect the long-term stability, desirability, and property values of the surrounding neighborhood. Homeowners in Hampton Place made significant investments with the expectation of maintaining a stable residential environment consistent with the original development plan.

5. Impact on Property Values

High-density residential developments that are inconsistent with the surrounding area can adversely affect nearby property values. Many residents invested in Hampton Place specifically because of the established neighborhood layout, green space, and residential character.

6. Infrastructure and Drainage Concerns

We are concerned about the strain this project may place on roads, stormwater drainage, utilities, and public services. Additional impervious surfaces may worsen runoff and drainage issues affecting surrounding properties.

7. Quality of Life Concerns

Noise, increased traffic, parking overflow, construction disruption, and reduced privacy are all concerns that could negatively impact current residents' quality of life.

For these reasons, we respectfully request that the Planning and Zoning Commission deny the annexation and rezoning requests associated with these applications.

Thank you for considering the concerns of the surrounding residents and property owners. We appreciate the opportunity to provide input regarding this matter.

Sincerely,

Residents of The Villas at Hampton Place
St. Charles, MO 63303

Hampton Place Villas
Muegee Road
St. Charles, MO 63303

Name(s): Kim Jackson
(Print)

Address: 58 Hampton

Signature: [Signature]

Signature: [Signature]

Name(s): Marilyn Holtz
(Print)

Address: 16 Hampton

Signature: [Signature]

Signature: [Signature]

Name(s): Barbara Putnam
(Print)

Address: 26 Hampton Place Ct

Signature: [Signature]

Signature: [Signature]

Name(s): Jody Gross
(Print)

Address: 70 Hampton Place Ct

Signature: [Signature]

Signature: _____

Name(s): Susanne J Thele
(Print)

Address: 20 Hampton Pl. Ct

Signature: [Signature]

Signature: _____

Name(s): Tom Gocken
(Print)

Address: 10 Hampton Place Ct

Signature: [Signature]

Signature: _____

Hampton Place Villas
Muegee Road
St. Charles, MO 63303

Name(s): DOUG HALL
CONSTANCE (Print)
HALL

Address: 4 HAMPTON DR.

Signature: Doug Hall

Signature: Constance Hall

Name(s): Cindy Rehagen
(Print)

Address: 14 Hampton Place Ct

Signature: Cindy Rehagen

Signature: _____

Name(s): Rebecca Hamer
(Print)

Address: 68 Hampton Place Ct

Signature: Rebecca Hamer

Signature: _____

Name(s): _____
(Print)

Address: _____

Signature: _____

Signature: _____

Name(s): _____
(Print)

Address: _____

Signature: _____

Signature: _____

Name(s): _____
(Print)

Address: _____

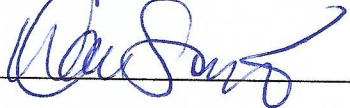
Signature: _____

Signature: _____

Hampton Place Villas
Muegee Road
St. Charles, MO 63303

Name(s): Dave Lampert
(Print)
& Maureen Lampert

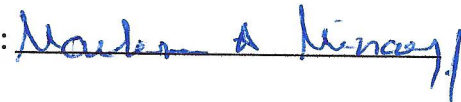
Address: 40 Hampton Place Ct.

Signature: 

Signature: _____

Name(s): Marlene Minaeff
(Print)

Address: 34 Hampton Place Ct

Signature: 

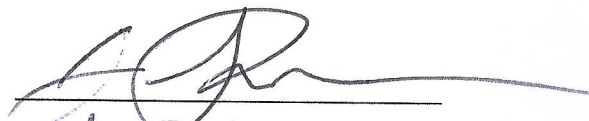
Signature: _____

Name(s): George and Mary Bennett
(Print)

Address: 44 Hampton Place

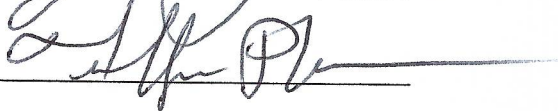
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Name(s): 
(Print)
John Phillips / Tiffany Phillips

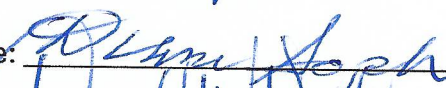
Address: 62 Hampton Place Ct

Signature: 

Signature: 

Name(s): DON & DIANE SOPH
(Print)

Address: 56 Hampton Pl. Ct.

Signature: 

Signature: 

Name(s): STEVE DESS CT
(Print)

Address: 32 HAMPTON PLACE CT.

Signature: 

Signature: _____

Hampton Place Villas
Muegee Road
St. Charles, MO 63303

Name(s): Rich + Mary Hodapp
(Print)

Address: 2 Hampton Place Ct

Signature: [Signature]

Signature: Mary Hodapp

Name(s): Donna McCarrison
(Print)

Address: 22 Hampton Place Ct.

Signature: Donna McCarrison

Signature: _____

Name(s): Debbie Fann
(Print)

Address: 64 HAMPTON Place Ct

Signature: Debbie Fann

Signature: _____

Name(s): Charlie Pelant
(Print)

Address: 50 Hampton Place E

Signature: Chris Pelant

Signature: _____

Name(s): Mike + LaDonna Jones
(Print)

Address: 8 Hampton Place Ct

Signature: Michael S. Jones

Signature: LaDonna Jones

Name(s): DENNIS W. GREINER
(Print)

Address: 46 Hampton Place Ct

Signature: Dennis Greiner

Signature: Jane Greiner



Memorandum

To: Planning and Zoning Commission

From: Lara Berry, Planner

Meeting Date: June 8, 2026

Subject: Tattoo, Branding, and Body Piercing Establishments in C-2 General Business District Discussion

Staff has periodically received inquiries from prospective tattoo business operators seeking locations within commercially zoned areas of the City. Several of these inquiries have involved properties zoned C-2 General Business District. While a business owner initially raised this question through a City Councilmember, both the Councilmember and staff agreed that any consideration of a zoning text amendment should first be discussed by the Planning and Zoning Commission, as any amendment would affect properties citywide rather than a single site.

Under the current zoning code, Tattoo, Body Piercing, and Branding Establishments are not allowed within the C-2 District; however these uses are available via a Conditional Use Permit within the C-3 Highway Business District or higher. These uses are further restricted by location.

While rezoning may appear to be a viable path, staff has encountered situations where applicants seek rezoning solely to accommodate a one of these establishments. These requests often become complicated because the C-3 District permits a broader range of uses, including Marijuana Facilities as permitted uses. Consequently, rezoning requests may receive scrutiny based upon the full range of uses available within the C-3 District.

Staff believes this circumstance warrants discussion regarding whether Tattoo, Body Piercing, and Branding Establishments could be allowed as a Conditional Use within the C-2 General Business District. Such an approach would allow individual establishments to be reviewed through the Conditional Use Permit process without requiring applicants to seek rezoning to a more intensive commercial district.

Staff is requesting feedback from the Planning and Zoning Commission regarding whether a future text amendment should be pursued to add Tattoo, Body Piercing and Branding Establishments as a Conditional Use Permit within the C-2 General Business District while maintaining the existing separation requirements and location restrictions currently contained within the zoning code.

Based upon the Commission's discussion and direction, staff may prepare a formal text amendment for future consideration.

BACKGROUND

In January 2021, the City adopted a comprehensive text amendment pertaining to Tattoo, Body Piercing, Branding, and Cosmetic Tattooing Establishments. The amendment was initiated following a review by City Legal Counsel, who determined that portions of the City's existing regulations pertaining to tattooing were likely unconstitutional and required modernization.

More specifically, as part of that amendment, the City established separate definitions and regulations for the following:

- **Tattoo Establishments:** The premises where a tattooist performs tattooing on patrons.
- **Cosmetic Tattoo Establishments:** An establishment which performs only the following types of insertion of pigmentation under the skin:
 1. The application of permanent eyeliner, eyebrows, cheek blush, eye shadow, and lip liner or lip color for cosmetic purposes; and
 2. For repigmentation of the areola or scar camouflage which is the disguising or concealing permanently blotchy or irregularly pigmented skin, acne scarring or other permanent skin irregularities by the use of blending pigments into the skin.

While Cosmetic Tattooing Establishments were permitted by right in the C-1, C-2, C-3, CBD, I-1, and I-2 zoning districts, Tattoo, Body Piercing, and Branding Establishments were limited to Conditional Use Permit approval within the C-3, I-1, I-2, and Frenchtown Districts, subject to additional location restrictions.

The regulations adopted in 2021 included the following limitations for Tattoo, Body Piercing, and Branding Establishments:

- No establishment may be located within 7,500 feet of another Tattoo Establishment.
- No establishment may be located within the South Main Preservation District.
- Not more than one establishment shall be located within the Frenchtown District.

Since the adoption of the 2021 regulations, only two (2) Tattoo Establishments have been approved within the City despite the availability of the use within several zoning districts. Staff believes this limited number of establishments may indicate that the existing separation requirements and Conditional Use Permit process have effectively regulated the use.

CONSIDERATIONS

Staff notes that because the Central Business District permits many uses allowed within the C-1 and C-2 zoning districts, adding the subject land uses as a Conditional Use within C-2 could unintentionally expand eligibility throughout portions of the CBD Central Business District. If the Commission is supportive of the proposed text amendment, staff would recommend tailoring any future text amendment to maintain the City's longstanding policy regarding the restriction into the Superimposed Districts. This approach would expand opportunities within the City's commercial corridors while preserving the existing policies applicable to downtown and other special planning areas.

With that, staff provides the following options for a potential text amendment:

1. Include Tattoo, Body Piercing, and Branding Establishments to Section 400.220(C)(1) Conditional Uses within the C-2 General Business District while maintaining the existing locational restriction but **expressly prohibit within the CBD Central Business District.**

2. Include Tattoo, Body Piercing, and Branding Establishments to Section 400.220(C)(1) Conditional Uses within the C-2 General Business District while maintaining the existing operational and locational restrictions. Allow within the CBD Central Business District but **prohibit within the HDD Historic Downtown District and the FSC/HD Fifth Street Corridor/Hospital District Superimposed Districts.**
3. Include Tattoo, Body Piercing, and Branding Establishments to Section 400.220(C)(1) Conditional Uses within the C-2 General Business District and **only** maintaining the existing operational and locational restrictions.
4. Leave the land uses as they exist, only within the Frenchtown, C-3, I-1, and I-2 zoning districts as Conditional Uses.

It is the opinion of staff that option one (1) would be the most appropriate; however, this is up for further discussion by the Planning and Zoning Commission.

If the Planning and Zoning Commission agrees, staff will move forward with the introduction of a text amendment at the June Planning and Zoning Commission meeting. This would allow for further discussion and formal consideration of the proposed amendment by the Commission.



Memorandum

To: Planning and Zoning Commission

From: Madelyn P. Brown, Planner

Date: June 8, 2026

Subject: Recreational Vehicle Storage Text Amendment Proposal

BACKGROUND

At the May 11, 2026 Planning and Zoning Commission meeting, Planning Staff brought forth a discussion item regarding a potential text amendment to permit Recreation Vehicle storage and/or sales within the C-2 General Business District. At this meeting, the Commission unanimously recommended against pursuing the text amendment.

Following that recommendation, the Mayor requested that the item be brought back before the Commission for further discussion and reconsideration. While staff acknowledges the Commission's previous recommendation, staff's analysis and opinion remain unchanged.

ANALYSIS

Planning staff has received an inquiry from a business owner regarding the storage of recreational vehicles/campers at a property within the C-2 General Business District. This would be in lieu of standard vehicles. Upon research of this request, it was determined that recreational vehicles storage cannot occur until the C-3 Highway Business District. Staff believes that a text amendment to allow storage of recreational vehicles in C-2 would be appropriate. While a specific business owner approached staff with this inquiry, an approved text amendment would impact all properties, City wide.

Per Section 400.230(C)(1)(h) of the City of St. Charles zoning code, recreational vehicle storage/sales is grouped with the sale, storage, and display of mobile homes, and cannot occur until the C-3 Highway Business District zoning via the approval of a conditional use. On the contrary, standard motor vehicle storage can occur via conditional use, beginning in the C-2 General Business District.

Section 400.220(C)(1)(c) lists vehicle sales and storage as a use permitted through conditional use approval within the C-2 district.

This section also lists the following Conditional Use Regulations related to the use:

- a) *"The setback of any overhead canopy or similar structure shall be a minimum of ten (10) feet from all street rights-of-way lines, a minimum of twenty (20) feet from all residentially zoned property lines and shall be a minimum of five (5) feet from all other property lines. The total height of any overhead canopy or similar structure shall not exceed twenty (20) feet as measured to the highest part of the structure. The setback requirements may be recommended for modification by the Planning and Zoning Commission and modified by the City Council where it is found that due to pre-existing circumstances the provision of said setback will cause an undue burden on the ability to effectively use the property."*

- b) *All vehicular areas of the facility shall provide a surface paved with concrete or bituminous material which is designed to meet the requirements of a minimum four-ton axle load.*
- c) *The facility shall provide a minimum six-foot-high, solid, earth-tone-color, vinyl fence with a combination of shrubs [eighteen (18) inches to twenty-four (24) inches tall or three (3) feet to four (4) feet wide at the time of planting], understory trees [six (6) feet to eight (8) feet tall at the time of planting] and canopy trees [two and one-half (2 1/2) inches to three (3) inches caliper at the time of planting] as recommended by the Planning and Zoning Commission and approved by the City Council along all borders of the property directly abutting a residentially zoned property. These requirements may be recommended for modification by the Planning and Zoning Commission and modified by the City Council where it is found that due to pre-existing circumstances the provision of the setback will cause an undue burden on the ability to effectively use the property.”*

Based on staff review, recreational vehicles storage would have a similar or lesser potential impact on the neighbors and neighborhood compared to standard vehicles. Recreational vehicles are typically transported less frequently due to longer term storage and lower purchasing compared to standard vehicles. As a result, associated impacts such as traffic generation, noise, and daily activity on a site are expected to be less than that of standard vehicle storage.

Additionally, buffers and screening measures have been put into place for any type of outdoor vehicle storage, which would further mitigate potential adverse affects. These requirements would remain applicable regardless of vehicle type and would continue to ensure compatibility with adjacent properties. It should also be noted that this use would remain permitted only through conditional use approval, allowing for conditions to be applied and ensuring review on a case by case basis to address site-specific impacts. Furthermore, it may be more preferable to store larger vehicles at C-2 properties which are not adjacent to highway frontage, as C-3 properties are intended to. This could allow C-3-zoned properties to remain focused on higher-visibility commercial uses along major corridors.

With that, there are three options for a potential text amendment:

1. Recreational vehicle sale and storage is removed from section 400.230(C)(1)(h) and added to the vehicle sale/storage section 400.220(C)(1)(c) with the existing conditional use regulations applicable to both vehicle types.
2. Recreational vehicle storage **only** is removed from section 400.230(C)(1)(h) and added to the vehicle sale/storage section 400.220(C)(1)(c) with the existing conditional use regulations applicable to both vehicle types. Recreational vehicle sales remains unchanged.
3. A new section is created within 400.220(C)(1), specific for recreational vehicle storage (with or without sales) within the C-2 zoning district, with independent conditional use regulations.

It is the opinion of staff that option one (1) would be the most appropriate; however, this is up for further discussion by the Planning and Zoning Commission.

If the Planning and Zoning Commission agrees, staff will move forward with the introduction of a text amendment at the June Planning and Zoning Commission meeting. This would allow for further discussion and formal consideration of the proposed amendment by the Commission.