

CITY OF COTTLEVILLE
OLD TOWN HISTORIC DISTRICT COMMISSION MINUTES
JUNE 1, 2026

The Old Town Historic Commission held their meeting at City Hall in the boardroom located at 5490 5th Street Cottleville, Missouri.

The Pledge of Allegiance was recited.

Chairman Lewis called the meeting to order 5:33pm.

Amy Lewis, City Clerk called roll and those present at roll call were:

Chairman Scott Lewis	Present
Dan Define	Present
Mayor Stephen Thompson	Present
Gina Ralston	Absent
John Stiles	Present
Steve Lierman	Absent
Melissa Tasios	Present

There were five (5) members present and two (2) absent for the meeting.

Minutes

John Stiles moved to approve April 6, 2026 minutes. Melissa Tasios seconded the motion. Motion was carried out with the affirmative votes of five (5) members. There were no nay votes and no abstentions.

Reports from the Commission Members/Announcements

Chairman Lewis reminded everyone to attend the America 250 event on June 16th, as well as the Revolutionary War Veteran Monument Dedication taking place the same day at 4pm.

Chairman Lewis also noted that he attended a meeting of the Cottleville-Weldon Spring Chapter of the St. Charles County Historical Society. The organization is conducting research to develop a historical children's activity book and a historical audio walking tour highlighting the area's rich history. Chairman Lewis handed out a list of locations that could be included in the tour and or designated as historical places. He further noted their next meeting is June 3rd at Weldon Spring City Hall.

Public Comment on Agenda Items

None.

Old Business

- A. Certificate of Appropriateness Application for a new business exterior sign at 5208 Highway N, Cottleville, Mo 63304, (Men's Modern General Store).

The owner and applicant was present at the meeting and stated he was not aware of the sign regulations regarding his window decals until the City Administrator brought it to his attention. City staff noted the sizes may need to be reduced to comply with City code as well.

John Stiles moved to approve item A above contingent the sizing issue is worked out. Melissa Tasios seconded the motion. Motion was carried out with the affirmative votes of five (5) members. There were no nay votes and no abstentions.

New Business

- A. Certificate of Appropriateness Application for three (3) detached accessory structures used for storage at 5209 Highway N, Cottleville, Missouri, 63304 (The Flower Stop), Bob Stocklausner Owner/Applicant.

The property owner and applicant were present for the meeting. They apologized for erecting the structures without first obtaining a Certificate of Appropriateness, stating they were unaware that one was required for this type and size of structure. They also didn't know of the requirement until the City Administrator contacted them.

The applicant explained that the structures are used to store vases and other supplies for their business, eliminating the need to carry items up and down stairs. City staff noted that structures of 120 square feet or less do not require a building permit. It was noted that two of the structures are plastic composite or recycled material.

John Stiles noted that some of the structures may be located within privately owned parking spaces.

John Stiles moved to approve 2 of the 3 structures in item A above but removing the 3rd plastic composite or recycled material add on or lean too structure. Danny Define seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no (0) nay votes and no abstentions.

- B. Certificate of Appropriateness Application at 5372 St. Charles St., Cottleville, Missouri, 63304 (Frankie Martin's Garden), Michelle Hanson, General Manager and Applicant;
 - Bi.-Two (2) detached accessory structures used for beverage services.
 - Bii-Conversion of four (4) existing pergola structures to four (4) solid sloped standing seam roof structures.

The property owner and applicant were present for the meeting. They apologized for erecting the temporary structures without first obtaining a Certificate of Appropriateness, stating they were unaware that one was required for structures of this type and size. The applicant further stated they did not become aware of the requirement until contacted by the City Administrator.

The applicant explained that the temporary structures are being used in place of pop-up tents noting that these structures can be wheeled away and stored seasonally while providing improved customer service during busy months. The applicant also stated that some items can be securely stored inside overnight when they need too, reducing the time needed for daily setup and teardown.

Additionally, the applicant shared that while adding metal siding to the sides of the stage to improve the sound barriers, they decided to use the same matching material on the roofs of the pergolas while the contractor was on site to provide a dry, covered space for those renting them.

Mayor Thompson informed the applicant that the plastic composite recycled accessory sheds don't really match and requests for approval should be submitted before work is completed.

Melissa Tasio stated she understood the need but would like them to look better. Chairman Lewis stated they are noticeable and visible from the roadway unlike others that are used in the area. Discussion was held regarding wrapping them, painting them, or even making them look like a black smith shop or wagon repair shop. John Stiles inquired if the sheds are in fact made of plastic composite as they may be difficult to paint.

At this time, the City Administrator announced that the applicant may need to have a new site plan approved if they erect two small accessory sheds or structures rather than just one.

Chairman Lewis stated it sounds like there is more work to be done with this application and moved to table item Bi. above regarding the accessory structures used for beverage services. John Stiles seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no (0) nay votes and no abstentions.

Melissa Tasio moved to approve item Bii above regarding adding solid roofing to the pergolas. John Stiles seconded the motion. Motion was carried out by affirmative votes of five (5) members. There were one (1) nay votes and no abstentions.

Additional Discussion

Nothing further.

Next Meeting - July 6, 2026

Adjournment

Danny Define moved to adjourn the meeting. John Stiles seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 6:13pm

Respectfully Submitted,

Amy C. Lewis
Director of Administrative Services
City Clerk, MPCC, CMC, CMO

Approval Date: _____

Chairman Scott Lewis