

CITY OF COTTLEVILLE
OLD TOWN HISTORIC DISTRICT COMMISSION MINUTES
September 8, 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 5:30pm.

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

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

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

Minutes

Steve Lierman moved to approve August 3, 2026 minutes. Dan Define 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

None at this time.

Public Comment on Agenda Items

None at this time.

Old Business

A. Certificate of Appropriateness Application at Vacant Lot - Pitman's Addition Cottleville Resubdivision Lot 1A (adjacent to 5324 Hwy N, Circle of Advisors Securus) for an Outdoor Patio Venue with Food, Beverages, and Entertainment. Chris Shreves, Owner and Applicant.

Chris Shreves, the applicant, was present at the meeting. He provided two renderings, each with a materials key shown on the left. It was noted that one rendering featured an archway entrance and had a few other differences. It was noted that the applicant wished to feature a courtyard setting to serve visitors, customers and adjacent hotel guests at Oak Street Inn.

The colored exhibit featuring lighting is entered as **Exhibit #1** and was used for discussion and consideration of the requested approval.

The materials key included the following:

- Brick and stone walls and columns.
- Patio and walkway featuring brick pavers or stamped concrete in a burgundy and gray color scheme.
- Black aluminum fencing.
- Black architectural shingles on applicable roofs.
- Stained wood pavilion structure.
- Hardie Board style siding on the restroom.
- Granite for the countertops and surfaces
- Small corner raised stage area.
- Stage screen.
- Column and post lighting.

Mr. Shreves stated they make portable restrooms that look very nice now and he was considering one of those.

Steve Lierman moved to approve item A above contingent upon the restroom facility returns for review and approval from the Old Town Historic Commission. Scott Lewis 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 at 5344 Highway N, Illume Aesthetics to erect a permanent ground mounted sign. Applicant: Rebecca Dutton.

Rebecca Dutton, the applicant was present for the meeting who provided a photo of a ground sign made of black framing featuring two business signs with black background and white vinyl lettering.

Steve Lierman moved to approve item A above. Stephen Thompson seconded the motion. Motion was carried out with the affirmative votes of five (5) members. There were no nay votes and no abstentions.

- B. Mural Beautification Project at Police Department/City Hall west parking lot.

City staff presented the Commission with three mural concepts for the concrete wall on the lower level of City Hall near the parking lot. The samples presented for discussion included:

1. An artist rendering featuring an eagle, flag and wildflowers.
2. The City's "Visit Cottleville" billboard banner.
3. The City's Historical website page banner.

After discussion, Commission members expressed interest in the concept of #2 the "Visit Cottleville" billboard banner, with the suggestion of incorporating historical images within the lettering instead of as shown.

It was noted that the estimated cost for the artist rendering #1 would be approximately \$6,000-\$7,000. The possibility of soliciting assistance from the Foundry Art Centre (FAC) and/or St. Charles Community College and FHC art students to create a design as suggested (# 2 the "Visit

Cottleville”) concept was discussed. The Commission liked the idea of a more patriotic mural as well.

City staff will bring back additional mural samples for the Commission’s review and further discussion to narrow down choices. Once narrowed down to the top 3 the possibility of seeking the public vote was suggested.

It was noted it would be getting too late into the year to paint the exterior wall but could be ready to go next spring. City staff has power washed the wall.

C. Historic Photo Wrap Initiative on traffic signal utility boxes around town.

Photos of three City-owned traffic boxes located within or near the Old Town area of Cottleville were provided to the Commission members for review.

Following discussion, it was the consensus of the Commission to move forward with providing historical photographs that could be incorporated into a historical-themed wrap for the traffic boxes.

D. Light Up City Hall Dome Initiative.

City staff provided the Commission member photos of the City Hall dome lighted in warm white, red white and blue, and multicolored. It was the consensus of the Commission members to recommend approval of lighting the dome in classic warm white only mirroring the St. Joseph church steeple.

Additional Discussion

A. The Missouri SHPO is offering scholarship opportunities for CLG members to attend one remaining training conference:

- i. Missouri Preservation, Lebanon, MO – Sept 14-16

Micheal Padella, City Administrator announce the above scholarship and training opportunities.

B. St. Charles County Historical Society – Cottleville/Weldon Spring Local Chapter Updates.

- i. Historic Walking Tour Initiative.

Chairman Lewis stated that the Cottleville-Weldon Spring (CWS) Chapter of the St. Charles Historical Society recently held its first walking tour within the district, which was well attended and successful despite the hot weather.

He noted that the chapter’s next meeting is scheduled for December 2 at the Francis Howell School District. Chairman Lewis further stated that the chapter is continuing work on a children’s historical activity book and hopes to develop a self-guided historical walking tour as its next project.

- C. The City of Cottleville has received grant funding to design and build "Highway N Pedestrian & Safety Improvements" the project limits will begin at Motherhead/Gutermuth Road intersection and head north along Hwy N all the way to Weiss/Knaust/Cottleville Parkway intersection.

Tom Goldkamp, City Engineer, stated that the City has received federal grant funding to improve pedestrian safety from Motherhead Road up Weiss Road along Highway N, including through the Old Town Historic District. Mr. Goldkamp further reported the St. Charles County Road Board plans to provide some funding which could be used toward the City's match.

Chairman Lewis suggested that the historic character of the district be taken into consideration when selecting lighting, poles, signage, and other design elements similar to historic Main Street in St. Charles. It was noted that the design work has not yet been completed but requested it is brought forward for review once available.

Next Meeting – October 5, 2026

Adjournment

Steve Lierman moved to adjourn the meeting. Stephen Thompson seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 6:16pm

Respectfully Submitted,

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

Approval Date: _____

Chairman Scott Lewis

MATERIALS KEY

1. **Perimeter Walls & Columns —**
Brick-and-stone masonry
2. **Patio & Walkways —**
Brick pavers or stamped-brick concrete; burgundy and gray
3. **Perimeter Fence —**
Black aluminum ornamental fencing
4. **Pavilion & Bathroom Roofs —**
Black architectural-grade shingles
5. **Pavilion Structure —**
Exterior-grade stained wood
6. **Bathroom Exterior —**
Hardie® board fiber-cement siding
7. **Countertops —**
Granite throughout
8. **Corner Stage —**
Raised performance stage
9. **Stage Screen —**
Approximately 100–150 inches
10. **Column Lighting —**
Post-style fixture on each perimeter column

Final colors, samples, dimensions, and manufacturers subject to approval.

