

**CITY OF COTTLEVILLE**  
**BOARD OF ALDERMEN WORK SESSION MINUTES**  
**JUNE 10, 2025**

The Board of Aldermen held their meeting at City Hall located at 5490 5<sup>th</sup> Street Cottleville, Missouri.

Mayor Thompson called the meeting to order at 7:06 p.m.

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

Alderman Guccione	Present
Alderman Krekeler	Present
Alderman Gnau	Present
Alderman Holt	Present

There were four (4) members present and zero (0) absent.

**Items:**

Mobile Vendors Permits and Licensing.

Discussion was held regarding amending the city codes to no longer require non-food/beverage vendors to obtain a “Mobile Vendors Permit” in effort to encourage pop up type markets. However markets would still be limited to 6 times per year in most cases. The City would continue to require venues or premises to obtain the current annual permit as well as any mobile food/beverage vendors to obtain their respective annual permit. It was noted the current policy is difficult to implement consistently and evenly. Discussion was held regarding removing the requirement entirely or requiring a list of vendors with the premise application but it was noted often property owners or organizers don’t know who will be coming to future pop ups within the calendar year. It was suggested to seek additional feedback from the local business community. It was noted the Chamber is in support of removing the requirement.

Noise/Nuisance complaints, violations, and procedures. Paired with the Live/Special Entertainment Permit parameters.

Discussion was held regarding city noise/nuisance code to take measures when complaints are received at the venue property line that is generating the noise complaint such as one generated from outdoor live entertainment. It was noted that a sound engineer maybe needed to review such code amendments. Alderman Gnau inquired how many complaints has the City received. Alderman Krekeler stated he has called dispatch to complain but it is not always relayed to the officers on duty. It was noted the business owners should be monitoring their own sound levels. A meeting with local business owners to discuss was encouraged.

#### Grading Escrow Requirements.

Discussion was held regarding amending the city grading escrow monetary requirements to a formula based upon current real construction costs or valuation as provided by the applicant's civil engineer and reviewed by the City's Engineer and Staff. The City Attorney will prepare an ordinance amendment regarding the same and have a sliding scale for smaller projects that are less than one acre in size and non-commercial in nature.

#### Moratorium on new "Residential Subdivision Developments".

Discussion was held of the pro's and con's for instituting a moratorium on new "residential subdivision developments". The City Attorney stated officials should clearly define what it is they are trying to accomplish or placing a moratorium on. It was noted a moratorium would require a public hearing at Planning and Zoning as well as the Board of Aldermen level. It was noted an RFP is out now for a professional to conduct an update to the City's Comprehensive Plan which would include PZ, the BOA and the public's input. Discussion was held regarding City storm water and traffic issues. It was noted there is also the risk of "lost opportunities" for quality residential developments that may "pass by" the City simply because of time delays and the "uncertainty" that can be associated with a moratorium. No further action or consensus at this time.

#### Prayer Policy for Board Meetings.

Discussion was held regarding including prayer at the beginning of City meetings. The City Attorney has prepared a Resolution adopting a City policy regarding the same and limiting the frequency of individuals to once per 12-month period.

#### No parking along portions of Hwy N.

After discussion it was the consensus of the Aldermen to adopt an ordinance to restrict the parking on both sides of Hwy N from the City's most western boundary/maintenance line to Weiss Rd. & Hwy N intersection to the east to avoid event parking on the side of the highway.

#### Time limits for parking at community mailboxes.

No action was taken, as this was determined to be private property and would therefore be unenforceable for the City of Cottleville.

#### Lease public parking spaces to adjacent businesses in Old Town.

No action at this time. Concerns about applicability, fairness, and enforcement of lease terms on public parking.

Firewood sales on property zoned R1-A.

Discussion was held regarding small firewood sales operation at someone's home within the Old Town District, however, due to another location initiating this same activity but in a large pile it was determined to be a violation of current City Codes so the sales ceased at both locations. Mayor Thompson stated he no longer wanted to push the issue if it was not grandfathered in therefore there was no action or support for future changes to allow this activity.

Archway signage in C-3 zoning district.

It was noted Cottle Village has inquired about erecting an archway sign at their entrance. It was noted there are two other arch way signs in the City but current City Code only allows this type of signage in the Recreation District. It was further noted this code amendment has to go to P&Z and an Ordinance could be ready for the July meetings.

Medical Parking Ratio Requirements.

Discussion was held regarding Cottleville Smiles Dentistry is interested in expanding their current building square footage. It was noted the current Code, Medical Office, parking requirements are overly burdensome and out of line from all other St. Charles County/Cities requirements. The City Attorney will proceed with preparing an ordinance adjusting the parking requirement for "medical office" land uses. It was also noted this has to go to P&Z.

Senior Living Complex Parking Requirements.

Discussion was held regarding Avalon Park Independent Senior Living is interested in expanding on their current campus, but the current parking ratio is generic to "multi-family" and is 2 spaces per unit, which is higher than the industry standard for senior living and care facilities as many seniors no longer drive or own a vehicle. The City Attorney will proceed with preparing an ordinance adjusting the parking requirement for "senior care facility" land uses/developments. It was noted this also as to go to P&Z.

Review of residential fence placement/setback requirements.

It was noted that it has come to Staff's attention that there is not a specific residential fence setback found in City Code. Staff recommends developing a standard setback and adopting this in the City Codes. The City Attorney will prepare an amending bill that would establish standard setback requirements for the placement of residential fences mirroring current City practice but adopting this into law and will to go to P&Z.

Side-entry garage requirement for new single-family residences.

Discussion was held on incorporating a City Code requirement for side-entry garages on all new single family residential home construction in new subdivisions. Exceptions or flexibility could be considered for new PUD subdivisions but no action at this time and additional consideration or research is needed.

Fence and landscape buffer requirements between commercial and residential land uses.

It was noted that for commercial developments abutting residential districts the standard is either a site proof fence or landscaping. It was noted that in the past some residents did not want vinyl fencing. The City attorney will prepare an ordinance that would establish a requirement for new commercial developments to install a fence AND landscaping buffer when abutting existing residential or residentially zoned land which has to go to P&Z first.

Temporary or portable storage structures and containers.

It was noted there are not clear standards for temporary/portable storage structures such as shipping containers, Pods, or other similar structures. The City Attorney will prepare a bill that would adopt clear regulations on the use and placement of 'portable structures' such as premanufactured structures, shipping containers, storage PODs, and other similar structures which could be moved. This also has to go to P&Z.

Residential PUD's – review the minimum acreage requirement to rezone for a multi-family PUD.  
Residential PUD's – review the minimum street widths allowed in a PUD.

No action was taken at this time for above related to PUDs.

### **Adjournment**

Alderman Holt moved to adjourn the meeting. Alderman Krekeler seconded the motion. Motion was carried by affirmative votes of four (4) Aldermen. There were no nay votes and no abstentions.  
9:40 pm.

Respectfully Submitted,

Amy C. Lewis  
City Clerk, MRCC, CMC  
Approval Date: \_\_\_\_\_

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Mayor Stephen Thompson