



**AGENDA
CITY OF CREVE COEUR
PLANNING AND ZONING
300 NORTH NEW BALLAS RD
APRIL 21, 2025
6:00 PM**

CALL TO ORDER

ROLL CALL

Ms. Julie LaBonte (Chair)
Mr. Thomas Buelter
Ms. Rhonda O'Brien
Mr. Larry Potashnick
Ms. Marjorie Richter
Mr. Stephan Tomlinson
Mr. AJ Wang

Mr. Carl Lumley, City Attorney
Mr. Jason Jaggi, AICP, Director of Community Development
Ms. Bethany L. Moore, AICP, City Planner
Ms. Claralyn Bollinger, Recording Secretary

ACCEPTANCE OF THE AGENDA

APPROVAL OF MINUTES

- 1. April 7, 2025 Planning and Zoning Commission Draft Meeting Minutes**

PUBLIC COMMENT

An opportunity for members of the public to address the Planning and Zoning Commission regarding issues or concerns not already on the agenda for this meeting. Those wishing to speak will be asked to limit comments to three minutes and to complete a speaker card.

UNFINISHED BUSINESS

NEW BUSINESS

- 1. Public Hearing. Application #25-005: Text Amendment to the Zoning Ordinance to Amend Section 405.940 to Provide Signage Standards for Other Conditional Uses in Residential Districts**

Natalie Nye, of Life Time, Inc, has submitted a zoning ordinance text amendment application to provide signage standards for other conditional uses in residential zoning districts. The submitted application would amend Section 405.940. of the Sign Regulations to create new regulations to allow exterior signage for Other



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Conditional Uses in Residential Districts. Currently, the Zoning Code provides signage standards for institutional uses in residential districts but not other conditional uses that do not meet the definition of an institutional use. The proposed sign standards include attached signs, low monument signs, parking directional signs, and temporary signs. The applicant plans to seek approval of signage in accordance with these requirements for the Life Time Creve Coeur location, 12691 Conway Road, formerly the Creve Coeur Raquet Club, if text amendment approval is granted. Text Amendments to the Zoning Ordinance require a public hearing and review by the Planning and Zoning Commission with final approval by the City Council.

2. Application #25-008: Minor Site Plan For A Temporary Use Permit for Congregation Shaare Emeth at the Property Addressed as 11645 Ladue Road

Valerie Cundy, of Congregation Shaare Emeth, has submitted an application for a minor site plan for a temporary use permit to utilize two 20x20 pole tents for a 60-day period in order to hold Camp Emeth, a Jewish Day Camp, on the property. Day Camp will run from 9:00 AM to 3:30 PM from June 7 to August 1. Section 405.480 (D) *Temporary Uses* limits temporary use permits to a period of 45 days. Section 405.480 (E) allows temporary use permits that do not meet the conditions outlined in Section 405.480 to be reviewed and acted on by the Planning and Zoning Commission. City Council approval is not required.

WORK AGENDA

PENDING APPLICATIONS

- 1. Olia Village Site Concept Plan and Phase One Site Development Plan Amendment for Street Dedications**

DEPARTMENT REPORTS

Bayer East Comprehensive Plan Update Timeline

ADJOURNMENT



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Pursuant to Section 610.022 RSMo., the Planning and Zoning Commission could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Posted by: _____

Date/Time posted: _____

If you need special accommodations to attend a meeting, services may be arranged by contacting the Office of the City Administrator in advance.



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CALL TO ORDER

Call to order at 6:00 p.m.

ROLL CALL

**Ms. Julie LaBonte (Chair)
Mr. Thomas Buelter
Ms. Rhonda O'Brien
Mr. Larry Potashnick
Ms. Marjorie Richter
Mr. Stephan Tomlinson
Mr. AJ Wang - absent**

**Mr. Carl Lumley, City Attorney
Mr. Jason Jaggi, AICP, Director of Community Development
Ms. Bethany L. Moore, AICP, City Planner
Ms. Claralyn Bollinger, Recording Secretary and Administrative Services
Supervisor**

ACCEPTANCE OF THE AGENDA

RESULT: APPROVED (UNANIMOUS) MOVER: Rhonda O'Brien SECONDER: Stephan Tomlinson AYES: LaBonte, Buelter, O'Brien, Potashnick, Richter, Tomlinson

The vote on the motion being 6 ayes and 0 nays, motion carried.

APPROVAL OF MARCH 17, 2025 MINUTES

RESULT: APPROVED (UNANIMOUS) MOVER: Rhonda O'Brien SECONDER: Stephan Tomlinson AYES: LaBonte, Buelter, O'Brien, Potashnick, Richter, Tomlinson

The vote on the motion being 6 ayes and 0 nays, motion carried.

PUBLIC COMMENT

There were no public comments.



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UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

1. Public Hearing. Application #25-006: A Conditional Use Permit for A Limited-Service Restaurant, Taquería Luna, Located at 663-667 N. New Ballas Road within Bal Coeur Plaza

Those intending to speak were sworn in.

Hugo Villegas, with DIVICAD, presented an overview of the restaurant and its services. He made himself available for questions.

Ms. Moore presented an overview of the application and stated no additional site lighting is proposed. She noted a dumpster enclosure would be a condition of approval.

In response to a question from Ms. LaBonte, Ms. Moore confirmed the dumpster enclosure would be responsibility of the owner.

Mr. Potashnick raised concerns about the landlord's obligation and notification. While existing landscaping is the lessor's responsibility, a dumpster enclosure is a condition of approval. Mr. Jaggi clarified that site-wide issues are considered, and while typically the landlord's responsibility, it can vary. The Taco Luna owner hasn't discussed the enclosure with the landlord, prompting a suggestion to align before the council meeting. While the landlord isn't directly involved in the application, their compliance is necessary for the tenant's permit. The staff emphasized the necessity of the enclosure for a restaurant to avoid waste issues and neighbor concerns. Ultimately, the consensus was to ensure the landlord is aware of the condition, with Ms. Moore agreeing to include them on the permit approval notification

Ms. LaBonte opened the floor to the public for questions.

There being no further comments, City Attorney Carl Lumley presented exhibits for the record and the public hearing was closed.

RESULT: APPROVED AS PRESENTED (UNANIMOUS)

MOVER: Rhonda O'Brien

SECONDER: Stephan Tomlinson

AYES: LaBonte, Buelter, O'Brien, Potashnick, Richter, Tomlinson

The vote on the motion being 6 ayes and 0 nays, motion carried.



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2. Application #25-007: A Site Concept Plan Amendment and Site Development Plan Approval for a 2-Story Building Addition for Missouri Baptist University, Located at 1 College Park Drive

Josh Barcus of Stock and Associates gave the presentation for Missouri Baptist University and made himself available for questions. The proposal is for a two-story building addition of just over 25,000 square feet. There is ample parking. The campus will have 28.1% impervious surfaces with this building addition. Landscaping trees are proposed around the stormwater detention basin. There will be 6 canopy trees, 2 understory trees and 7 evergreen trees with 124 shrubs and perennials.

Todd Hessen, architect for Cordogan Clark, detailed the design for the building addition which will wrap around the existing structure and include an elevator for accessibility to the second floor.

Mr. Buelter asked about accessible entrances and HVAC screening on the roof. Mr. Hessen stated that all entries will be accessible and there will be screening.

Ms. Moore gave the City's presentation. The addition will consolidate some campus offices and move the School of Nursing onto campus. Construction involves removing and replacing 15 trees. She added that stormwater would be directed to the northeast and pumped underground to the detention basin.

Mr. Buelter raised two safety concerns: the presence of on-site daycare and building lighting. Mr. Barcus confirmed there would be no daycare. Ms. Moore stated that while no new site lighting is proposed, the building itself will have additional lighting.

RESULT: APPROVED AS PRESENTED (UNANIMOUS)

MOVER: Rhonda O'Brien

SECONDER: Stephan Tomlinson

AYES: LaBonte, Buelter, O'Brien, Potashnick, Richter, Tomlinson

The vote on the motion being 6 ayes and 0 nays, motion carried.

3. Application #25-009: A Request to Accept Dedication of the Olia Village Access Road as a Public Street upon Completion of Construction

Mr. Jaggi provided details regarding the application in the City's presentation, noting that the right of way would be dedicated to the City of Creve Coeur and the public access easement would provide cross-access and temporary easements for construction of roadway improvements.



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Ms. O'Brien asked if the ownership of the described property would remain with the owner of the Schnucks property. Mr. Jaggi clarified that there's an interim phase involving two agreements being presented. The first agreement is for the right of way dedication to the City of Creve Coeur upon completion of the roadway. The second agreement grants cross access and temporary easements for the Olia Village developer to construct the roadway. These two companion agreements are necessary steps towards the dedication of the road to the City.

Mr. Lumley explained that if the City ever abandons the road, ownership would return to the original owner of the Schnucks property. He also noted that the current property owner is utilizing a City code provision where donating the right of way exempts it from counting against their future development allowances, meaning the City doesn't have to purchase it. Mr. Jaggi further stated that the property is being donated to the City as a right of way, which protects the owner from penalties related to future development.

Responding to Ms. O'Brien's inquiry about the roadway, Mr. Jaggi indicated that the current design is preliminary and will be reconfigured through ongoing design work for improvement. He noted that the lane configuration would be adjusted to allow through traffic during construction.

Ms. LaBonte asked about the current exit from the Bayer campus, which forces a right turn, and inquired about the plan for the new roadway. Mr. Jaggi explained that the plan allows vehicles exiting Olia to reach a signalized intersection with two outgoing lanes and one incoming lane, subject to final design. This will create a small internal intersection allowing drivers to turn into Olia or head south. Ms. LaBonte noted the current misalignment with Schnucks' parking lot roadways and a "right turn only" sign. Ms. O'Brien asked about a sidewalk, and Mr. Jaggi confirmed its inclusion along the road.

Speaking on behalf of Olia Village, Robert Klahr of Armstrong Teasdale stated that there have been extensive discussions with the neighboring landowner. He confirmed a preliminary agreement where the adjacent landowner would dedicate the necessary right of way without receiving payment and without any negative effects regarding zoning and land use regulations.

RESULT: APPROVED AS PRESENTED (UNANIMOUS)

MOVER: Rhonda O'Brien

SECONDER: Stephan Tomlinson

AYES: LaBonte, Buelter, O'Brien, Potashnick, Richter, Tomlinson

The vote on the motion being 6 ayes and 0 nays, motion carried.



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WORK AGENDA

No items

PENDING APPLICATIONS

- **Signage Allowances for Other Conditional Uses in Residential Districts Text Amendment**
- **11645 Ladue Road, Shaare Emeth Temporary Use Permit**

DEPARTMENT REPORTS

Responding to Ms. LaBonte's question regarding the status of the Saleeby property, Mr. Jaggi stated that the owner is in the process of dissolving their condominium association and confirmed that the owner would need to request the City's approval on dividing the property into two separate parcels, emphasizing that the matter is not yet settled.

Mr. Jaggi stated that there are no updates on Mexican Barrel House.

Mr. Jaggi reported that the City Council approved revisions to the accessory building ordinance and the PGAV contract for updating the Bayer East comprehensive plan. He also mentioned a kickoff conference call with PGAV scheduled for tomorrow involving Ms. Moore, City Administrator Mark Perkins, and himself. Regarding condominium plats, Mr. Jaggi noted the absence of a specific procedural ordinance, stating that Ms. Moore is developing one and anticipates presenting it to the Commission for formal action in May.

ADJOURNMENT

Meeting adjourned at 6:51 p.m.

Submitted by:

Recording Secretary

Chair



**APPLICATION TO PLANNING AND ZONING COMMISSION
#25-005: TEXT AMENDMENT TO THE ZONING ORDINANCE TO AMEND
SECTION 405.940 TO PROVIDE SIGNAGE STANDARDS FOR OTHER
CONDITIONAL USES IN RESIDENTIAL DISTRICTS**

FOR THE MEETING OF: Monday, April 21, 2025, 6:00 P.M.

REQUEST: Natalie Nye, of Life Time, Inc, has submitted a zoning ordinance text amendment application to provide signage standards for other conditional uses in residential zoning districts. The submitted application would amend Section 405.940. of the Sign Regulations to create new regulations to allow exterior signage for Other Conditional Uses in Residential Districts. Currently, the Zoning Code provides signage standards for institutional uses in residential districts but not other conditional uses that do not meet the definition of an institutional use. The proposed sign standards include attached signs, low monument signs, parking directional signs, and temporary signs. The applicant plans to seek approval of signage in accordance with these requirements for the Life Time Creve Coeur location, 12691 Conway Road, formerly the Creve Coeur Raquet Club, if text amendment approval is granted.

ADDITIONAL INFORMATION: Text Amendments to the Zoning Ordinance require a public hearing and review by the Planning and Zoning Commission with final approval by the City Council.

APPLICANT: Natalie Nye
LifeTime
2902 Corporate Place
Chanhassen, MN, 55317

REPORT PREPARED BY: Bethany L. Moore, AICP, City Planner

DATE: April 15, 2025

ATTACHMENTS: Draft Ordinance

Key Issues:

- Are the changes consistent with the purposes of the Zoning Code?
- Are the changes consistent with the objectives and strategies of the Comprehensive Plan?

Zoning Code References

- Section 405.940: Signs in Residential Districts

BACKGROUND AND REQUEST

The applicant, Life Time, received the Planning and Zoning Commission's recommendation of approval for a Conditional Use permit amendment and Site Development Plan approval for changes to the site at 12691 Conway Road on March 17, 2025. The application is currently awaiting a second reading at City Council, scheduled for April 28, 2025. The applicant is seeking a text amendment to allow for additional signage for other conditional uses in residential districts which do not meet the requirements for a Master Sign Plan or fall under the definition of an institutional use, such as a school or place of worship. Creve Coeur has a handful of such uses, including the aforementioned racquet club, the Elks Lodge and the Wednesday Club. The applicant is seeking the text amendment to add a new Section 405.940.F. which is currently "On-Site Construction Signs" which will be moved to subsection G. The text amendment outlines signage allowances, including requirements for attached signs, low monument signs, parking directional signs and temporary signs. Once the text amendment is approved, the applicant will apply separately for the sign permits meeting these requirements.

COMPREHENSIVE PLAN REVIEW

The uses impacted by this text amendment, other conditional uses within residential zoning districts, fall under the Civic Place Type District. The Civic district includes schools, churches, religious facilities, and public facilities mostly comprised of a single primary building with optional ancillary buildings on a single lot. These uses are to be compatible with the surrounding residential uses by providing greenspace buffers from those uses and be setback from the street. These features were taken into account when considering the proposed signage allowances, both when considering the size of the low monument sign closure to the road and the attached signage on the building further back from the street. The proposed signage size allowances for low monument signs does not vary from the currently allowed low monument signs for institutional and campus uses in residential districts so the impact to the residential character will be the same.

ZONING REVIEW

The Zoning Code does not currently have a signage allotment specifically for conditional uses within residential districts which are not schools or places of worship. Under the current Zoning Code, signage for such uses is not specifically addressed and the requirements for institutional uses have been followed even though the use is not a school or place of worship. The Zoning Code also allows for a Master Signage Plan for non-residential district properties of campus developments of three (3) or more multiple buildings with a minimum of ten (10) acres, HE Higher Education District, and residentially zoned institutions (schools and places of worship with a minimum tract area of twenty (20) acres). The applicant, Life Time Creve Coeur, is not eligible for a Master Signage Plan and neither are the other conditional uses in residential districts that would be impacted by this text amendment. This text amendment would fill the existing gap when it comes to signage allowances in residential districts and provide regulations for the allowed signage for these uses specifically.

SUMMARY OF PROPOSED AMENDMENTS

Below are the proposed signage requirements for Other Conditional Uses in Residential Districts that will be included in Section 405.940.F. which is currently "On-Site Construction Signs" which will be moved to subsection G. The proposed signage size allowances are in line with the allowances for Institutional uses in residential districts and were proposed in consideration of the residential uses that surround them. For low monument signs, the amendments include the requirement to follow the Design Standards for other low monument signs as follows:

Section 405.950 (C)(3)

The following design standards apply to all low monument signs:

- a.** A landscaped area located around the base of the sign equal to two and one-half (2.5) square feet for each square foot of sign area shall be provided pursuant to a landscape plan with a plant schedule subject to the Zoning Administrator's approval in conjunction with the sign permit application for the low monument sign. The required landscape area may be modified by the

Zoning Administrator where it is found that due to pre-existing circumstances the provision of said landscape area will cause an undue burden on the ability to effectively use the property.

b. The sign shall be constructed of the same or similar architectural elements and in similar materials and colors as the related buildings.

c. The sign shall have a solid base of at least one (1) foot in height with brick, stone or other material to match the related buildings.

d. When internally illuminated, sign faces shall be constructed of an opaque surface designed to illuminate the text or graphics.

New Section 405.940.F.

F. Other Conditional Uses is Residential Districts.

1. Permanent Attached Signs. Other conditional uses within residential districts, including various membership organizations shall be allowed one (1) permanent attached sign not exceeding 24 square feet in size, however, that any such use which has a minimum of two (2) street frontages shall be permitted two (2) such signs.

2. Low Monument Signs. A conditional use occupying a site of at least five (5) acres may also be permitted a single, low monument sign, which may be internally illuminated subject to Section 405.930 (F), provided such sign:

- a.** contains not more than twenty-four (24) square feet of sign area per face with not more than two (2) faces,
- b.** is not more than six (6) feet in total height above the elevation of the adjacent finished grade,
- c.** is set back at least ten (10) feet from the right-of-way of said fronting street or highway,
- d.** is not located within the site distance triangle described in Section 405.670 and;
- e.** follows the Design Standards for low monument signs as outlined in Section 405.950 (C)(3).

Sites that are less than five (5) acres shall be permitted a low monument sign of twelve (12) square feet and shall follow the same placement and design standards as provided in this Section.

3. Parking Directional Signs. One (1) freestanding parking directional sign, may be permitted, which may be internally illuminated subject to Section 405.930 (F) with not more than two (2) sign faces, provided the sign shall not exceed fifteen (15) square feet in gross sign area per face, the sign height shall not exceed four (4) feet in height and no portion of the sign shall extend into the public right-of-way. The sign shall be placed within the parking lot and/or at the entrance to the parking lot for enhanced traffic directional purposes. The Zoning Administrator may allow additional signs taking into account the size and configuration of the property.

4. Temporary Signs. Conditional uses in a residential district may be permitted one (1) temporary sign when attached to the building not exceeding twenty-four (24) square feet in size, provided that the display of such sign shall be limited to three (3) times per year for up to thirty (30) days each period. A separate sign permit shall be required for each event.

CONCLUSION AND ACTION

The proposed amendment has been submitted to address the need for signage standards for other conditional uses within residential zoning districts which are not currently addressed in this section and that are ineligible for a Master Signage Plan. The amendment allows for specific signage allowances for other conditional uses in residential districts which do not fall under any current signage allowances.

MOTION

If the Planning and Zoning Commission believes the amendment is appropriate, the following would be a suitable motion for this application:

“I move to recommend approval to City Council for the text amendment to amend the Zoning Code to regulate signage for Other Conditional Uses in Residential Districts as described in the attached draft ordinance as part of Application 25-005 discussed at the Planning and Zoning Commission meeting of April 21, 2025.”

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.



city

of CREVE COEUR

File # _____

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 872-2500/872-2501 • Fax (314) 872-2505 • Relay MO 1-800-735-2966
www.creve-coeur.org

TEXT AMENDMENT APPLICATION

PLEASE COMPLETE FRONT AND BACK PAGES

Applicant:	Applicant's Representative (if applicable):
Natalie Nye, AICP	George Stock, Josh Barcus
Name	Name
LifeTime	Stock & Associates
Company (If Applicable)	Company (If Applicable)
2902 Corporate Place	257 Chesterfield Business Pkwy
Address	Address
Chanhassen, MN 55317	Chesterfield, MO 63005
Address	Address
Telephone # 952.401.2405	Telephone # 636.530.9100
Fax #	Fax #
Email: NNye@lt.life	Email: josh.barcus@stockassoc.com

Applicant's Status (Indicate one):

- ☐ City Official (Mayor, City Councilor, Planning Commissioner, Zoning Administrator)
☒ Private Party (Financial, contractual, or proprietary interest)
☐ Other Governmental Interest (Jurisdiction: _____)

The undersigned hereby requests to be placed on the Agenda for the Planning and Zoning Commission meeting at 6:30 P.M. on Monday, March 17th, 2025.

Natalie Nye
Applicant's Signature

2-21-25
Date

Josh Barcus
Applicant's Representative's Signature

2025-02-20
Date

Digitally signed by Josh Barcus
DN: cn=Josh Barcus, o=Stock & Associates Consulting Engineers, Inc., email=josh.barcus@stockassoc.com
Date: 2025.02.20 12:45:54 -0800

Section 405.940 Signs in Residential Districts.

[R.O. 2008 § 26-103; Ord. No. 1903 § 1, 11-24-1997; Ord. No. 1966 § 1, 11-23-1998; Ord. No. 2287 § 1, 6-28-2004; Ord. No. 5033 § 3, 3-24-2008; Ord. No. 5280 § 2, 10-22-2012; Ord. No. 5417 § 1, 2-9-2015; Ord. No. 5437 § 2, 9-16-2015; Ord. No. 5605, 9-11-2018]

A. General Limitations. It shall be unlawful to erect, permit the erection of, display or permit the display of any sign on property in a residential zoning district, unless such sign is expressly permitted by this Section, subject to all of the limitations and provisions stated herein. All signs require a permit except as otherwise provided herein.

B. Residential Development Signs. Permanent signs designating a subdivision, neighborhood or multi-family development for traffic efficiency and safety shall be approved by the Planning and Zoning Commission through the site development plan approval process as defined in Section 405.1080. Such signs shall be limited to twelve (12) square feet per sign face with a maximum of two (2) sign faces.

C. Exempt Signs In All Residential Districts. No permit shall be required for the following signs provided that the signs are erected by the owner or with the owner's permission.

1. Any lot in a residentially zoned area shall be permitted one (1) sign with a maximum sign area of six (6) square feet per sign face and a maximum of two (2) sign faces, except that if the lot is on the market for sale or lease, then it shall be permitted one (1) additional sign of six (6) square feet per sign face and a maximum of two (2) sign faces. Because the foregoing Section allows a residentially zoned lot to have two (2) signs if it is on the market for sale or lease, for example that allows for a residential sign containing information advertising the lot for sale, lease or rent, and an open house sign. Because other residentially zoned properties are always allowed at least one (1) sign, that allows, for example, an additional open house sign off site on other private property with the other owner's permission.
2. Temporary Signs During An Election. Within forty-five (45) days prior to and ten (10) days after any election held within Creve Coeur, temporary signs may be allowed with the owner's permission in addition to the permitted signage otherwise allowed on a residentially zoned lot or parcel of land in the City. Each such lot or parcel of land shall be permitted one (1) or more single- or double-faced signs although no single sign face shall exceed six (6) square feet. The number of such additional temporary signs on a lot shall not exceed the total number of candidates and propositions on the election ballot.

D. Single-Family Lots Fronting On A Numerically Designated State Highway. Any lot in a single-family residentially zoned area which fronts on and has direct access available from a numerically designated State highway which has received site development plan approval for an office, day care center or retail service uses, as provided by Section 405.450(F), may have a combination of one (1) low monument sign, wall signs, window signs or signs affixed or painted on canopies or awnings. Because these lots are within residential areas, the total gross sign area, counting all faces, shall be consistent with that of other lots in residentially zoned areas and shall not exceed twelve (12) square feet. An additional rear entrance to such a business may be identified by a sign not to exceed two (2) square feet in gross sign area. Such a sign shall be affixed directly to the rear entrance door. Permits shall be required for all signs allowed by this paragraph.

F. Other Conditional Uses in Residential Districts.

1. Permanent Attached Signs. Other conditional uses within residential districts, including various membership organizations shall be allowed one (1) permanent attached sign not exceeding 24 square feet in size, however, that any such use which has a minimum of two (2) street frontages shall be permitted two (2) such signs.
2. Low Monument Signs. A conditional use occupying a site of at least (five) 5 acres may also be permitted a single, low monument sign, which may be internally illuminated subject to Section 405.930 (F), provided such sign contains not more than twenty-four (24) square feet of sign area per face with not more than two (2) faces, is not more than six (6) feet in total height above the elevation of the adjacent finish grade, is set back at least ten (10) feet from the right-of-way of said fronting street or highway, is not located within the site distance triangle described in Section 405.670 and follows the Design Standards for low monument signs as outlined in Section 405.950 (C)(3). Sites that are less than five (5) acres shall be permitted a low monument sign of twelve (12) square feet and shall follow the same placement and design standards as provided in this Section.
3. Parking Directional Signs. One (1) freestanding parking directional sign, may be permitted, which may be internally illuminated subject to Section 405.930 (F) with not more than two (2) sign faces, provided the sign shall not exceed fifteen (15) square feet in gross sign area per face, the sign height shall not exceed four (4) feet in height and no portion of the sign shall extend into the public right-of-way. The sign shall be placed within the parking lot and/or at the entrance to the parking lot for enhanced traffic directional purposes. The Zoning Administrator may allow additional signs taking into account the size and configuration of the property.
4. Temporary Signs. Institutional uses in a residential district may be permitted one (1) temporary sign when attached to the building not exceeding twenty-four (24) square feet in size, provided that the display of such sign shall be limited to three (3) times per year for up to thirty (30) days each period. A separate sign permit shall be required for each event.

G. On-Site Construction Signs. When property is under construction, pursuant to an issued building permit, an additional sign not to exceed twenty-four (24) square feet in gross sign area and not to exceed six (6) feet in height from top of sign to top of grade or two (2) feet in height from bottom of sign to top of grade shall be permitted. Such a sign shall not be erected in a public right-of-way and shall be removed ten (10) days after the receipt of an occupancy permit for a building or development or ten (10) days after the completion of the work if no occupancy permit is required.

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE REGULATING SIGNAGE FOR OTHER CONDITIONAL USES IN RESIDENTIAL DISTRICTS CREATING A NEW SECTION 405.940.F. OF THE ZONING ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF CREVE COEUR

WHEREAS, an application was made by Natalie Nye, of Life Time Inc, located at 12691 Conway Road within the City of Creve Coeur to amend the requirements for signage specifically for other conditional uses in residential districts; and

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri has recognized the need for such changes as set forth herein, to more effectively implement the goals of the Comprehensive Plan and the purposes of the Zoning Ordinance; and

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri, held a public hearing thereon at the Creve Coeur Government Center on April 21, 2025, beginning at 6:00 p.m., or immediately following the close of the previous public hearing; and

WHEREAS, the Planning and Zoning Commission reviewed and, by a vote ____ recommended approval of the subject amendments at its meeting on April 21, 2025; and

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Creve Coeur and otherwise posted and published in accordance with the Zoning Ordinance; and

WHEREAS, all persons who presented themselves at said meeting and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council; and the Bill was read by title in open meeting two times before final passage by the City Council; and

WHEREAS, the City Council being fully informed finds that amending the City Code of Ordinances would be in harmony with and bear a substantial relation to the public welfare, health, safety, comfort, and convenience of the citizens of the City of Creve Coeur and in the public interest,

NOW, THEREFORE, be it ordained by the City Council of the City of Creve Coeur, Missouri, as follows:

Section 1: A new Section 405.940.F.of the Zoning Ordinance, of the City of Creve Coeur's Code of Ordinances shall be enacted, with current subsection F being re-lettered to G, as follows:

Section 405.940.F. Other Conditional Uses in Residential Districts.

1. Permanent Attached Signs. Other conditional uses within residential districts, including various membership organizations, shall be allowed one (1) permanent attached sign not exceeding 24 square feet in size, however, that any such use which has a minimum of two (2) street frontages shall be permitted two (2) such signs.

2. Low Monument Signs. A conditional use occupying a site of at least five (5) acres may also be permitted a single, low monument sign, which may be internally illuminated subject to Section 405.930 (F), provided such sign

- a. contains not more than twenty-four (24) square feet of sign area per face with not more than two (2) faces,
- b. is not more than six (6) feet in total height above the elevation of the adjacent finish grade,
- c. is set back at least ten (10) feet from the right-of-way of said fronting street or highway,
- d. is not located within the site distance triangle described in Section 405.670 and;
- e. follows the Design Standards for low monument signs as outlined in Section 405.950 (C)(3).

Sites that are less than five (5) acres shall be permitted a low monument sign of twelve (12) square feet and shall follow the same placement and design standards as provided in this Section.

3. Parking Directional Signs. One (1) freestanding parking directional sign, may be permitted, which may be internally illuminated subject to Section 405.930 (F) with not more than two (2) sign faces, provided the sign shall not exceed fifteen (15) square feet in gross sign area per face, the sign height shall not exceed four (4) feet in height and no portion of the sign shall extend into the public right-of-way. The sign shall be placed within the parking lot and/or at the entrance to the parking lot for enhanced traffic directional purposes. The Zoning Administrator may allow additional signs taking into account the size and configuration of the property.

4. Temporary Signs. Conditional uses in a residential district may be permitted one (1) temporary sign when attached to the building not exceeding twenty-four (24) square feet in size, provided that the display of such sign shall be limited to three (3) times per year for up to thirty (30) days each period. A separate sign permit shall be required for each event.

Section 2. This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ____ DAY OF _____, 2025.

PRESIDENT OF CITY COUNCIL

APPROVED THIS ____ DAY OF _____, 2025.

DR. ROBERT HOFFMAN

MAYOR

ATTEST:

KELLIE HENKE
CITY CLERK



city of CREVE COEUR

300 North New Ballas Road • Creve Coeur, Missouri 63141

(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966

APPLICATION TO PLANNING AND ZONING COMMISSION

#25-008: MINOR SITE PLAN FOR A TEMPORARY USE PERMIT FOR CONGREGATION SHAARE EMETH AT THE PROPERTY ADDRESSED AS 11645 LADUE ROAD

FOR THE MEETING OF: Monday, April 21, 2025, 6:00 PM

LOCATION: 11645 Ladue Road, zoned A-Single Family Residential

REQUEST: Valerie Cundy, of Congregation Shaare Emeth, has submitted an application for a minor site plan for a temporary use permit to utilize two 20x20 pole tents for a 60-day period in order to hold Camp Emeth, a Jewish Day Camp, on the property. Day Camp will run from 9:00 AM to 3:30 PM from June 7 to August 1. Section 405.480 (D) *Temporary Uses* limits temporary use permits to a period of 45 days. Section 405.480 (E) allows temporary use permits that do not meet the conditions outlined in Section 405.480 to be reviewed and acted on by the Planning and Zoning Commission. City Council approval is not required.

Key Issues:

- Does the request integrate with the existing surrounding uses?
- Is the request consistent with the required findings for a temporary use permit?

Zoning Code References

- Section 405.250: A-Single Family Residential
- Section 405.480: Temporary Uses
- Section 405.1080: Site Concept, Site Development, and Minor Site Plan Approval

APPLICANT: Valerie Cundy
Congregation Shaare Emeth
11645 Ladue Road
St. Louis, MO 63141

OWNER: Robert Colton, Director of Operations
Congregation Shaare Emeth
11645 Ladue Road
St. Louis, MO 63141



REPORT PREPARED BY: Bethany L. Moore, AICP, City Planner
DATE: 4/15/25
ATTACHMENTS: Applicant's materials

PROJECT DESCRIPTION

Congregation Shaare Emeth will be hosting their summer Jewish day camp, Camp Emeth, for children aged Kindergarten to 8th grade. The camp will run from June 7th to August 1nd and will utilize two 20x20 pole tents for the 60-day period. The camp has been operating for several years in the same location and received approval from the Planning and Zoning Commission for a similar request last year. A temporary use permit is required for the tents and is limited to 45 days. Section 405.480 (E) *Temporary Uses* allows the Planning and Zoning Commission to review and approve temporary use permits that do not meet these conditions. The applicant is asking for an extension of the 45-day time limit by 15 days in order to have the tents for the entirety of the camp for 60 days. The tents will be located at the rear of the property behind the building and parking lots north of the camp pavilion. The tents will be used to shade the activities and luncheon areas. If the extension is granted, the applicant will need to apply for a temporary use permit application for the tents and an inspection will be done.

LAND USE AND ZONING OF SURROUNDING PROPERTIES

The adjacent zoning and land uses are as follows:

Direction	Use	Zoning District	Separated by
North	Residential	B-RDD Residential Zoning District	N/A
South	Residential	A-RDD Residential Zoning District	Ladue Road
East	Residential	A-Single Family Residential Zoning District	N/A
West	Residential	A-Single Family Residential and B-RDD Residential Zoning District	N. New Ballas Road

ZONING REVIEW

Section 405.480 outlines the conditions for temporary uses and structures. Section 405.480 (D) limits the period of validity to not exceed 45 days. Section 405.480 (E) states,

“Should the Director of Planning or his/her designee determine such an application does not meet the spirit, intent and conditions outlined above and cannot be administratively approved, the application, as requested by the applicant, may be reviewed and acted on by the Planning and Zoning Commission and/or City Council as a proposed site plan per the procedures in Section 405.1080.”

The applicant has submitted a site plan application for the two 20x20 tents for a period of 60 days instead of 45 days to cover the entirety of Camp Emeth.

The location of the tents appears to meet the requirements of Section 405.480 with respect to their placement on the property being outside of the required buffer areas adjacent to residential uses. The tents are located in the rear of the property behind the building and are not highly visible from the street. The camp operates during the daytime hours which would not create an undue burden to adjacent residential uses.

MOTION

The motion for the 60-day temporary use permit for two 20x20 pole tents at 11645 Ladue Road as shown in the enclosed site plan will be in the form of approval, approval with conditions, or deferral. City Council action is not required. The following is an example motion for this application:

“I move to approve the site plan for two 20x20 pole tents to be located at the rear of the property in the fields north of the camp pavilion within the Congregation Shaare Emeth property at 11645 Ladue Road for 60 days as discussed within the Staff Report for Application #25-008 for the April 21, 2025, Planning and Zoning Commission meeting with the condition that the applicant apply for a temporary use permit for staff approval.(Modification or revisions may be included by preceding motion).

Aerial Photo





city

of

CREVE COEUR

PLANNING DIVISION

300 North New Ballas Road, Creve Coeur, Missouri 63141

Tel. (314) 872-2501 • Fax (314) 872-2505

PLANNING AND ZONING COMMISSION AGENDA APPLICATION SITE DEVELOPMENT PLAN

Select Project Type: Site Development Plan ☐ Site Concept Plan ☐ Minor Site Plan ☒

Title of Project: Camp Emeth Tents

Location of Project: Congregation Shaare Emeth Locator #

Subject for Agenda: Use Permit - Tents - Summer 2025

Applicant:

Architect ☐ Engineer ☐ Contractor ☐ Agent ☐ Owner ☒

<i>Applicant:</i>	<i>Applicant's Representative (if applicable):</i>
Valerie Cundy	
<i>Name</i>	<i>Name</i>
Congregation Shaare Emeth	
<i>Company (If Applicable)</i>	<i>Company (If Applicable)</i>
11645 Ladue Road	
<i>Address</i>	<i>Address</i>
Creve Coeur, MO 63141	
<i>Address</i>	<i>Address</i>
Telephone # 314-569-0010	Telephone # <u> </u>
Fax # 314-569-0271	Fax # <u> </u>
Email: vcundy@sestl.org	Email: <u> </u>
	
<i>Applicant's Signature</i>	<i>Applicant's Representative's Signature</i>

Owner's Acknowledgement (if different from applicant):

Robert Colton, Director of Operations, Congregation Shaare Emeth

Name *Company (If Applicable)*

11645 Ladue Road, Creve Coeur, MO 63141

Address

314-569-0010

Phone

314-569-0271

Fax

rcolton@sestl.org

Email



Applicant's Signature

Description of Request (attach additional sheets as needed)

General Description: this permit application is for the use of two 20' x 20' pole tents to be utilized for a 60-day period for Jewish Day Camp at Congregation Shaare Emeth (Camp Emeth). Camp Emeth is scheduled for June 7 – August 1, 2025, where it will serve the greater Saint Louis community in its' 37th year as a Jewish day camp with traditional and innovative camp activities. The tents would be used shade sources, luncheon areas, and activity areas during camp programming. Tents would be located directly east of the north parking lot, in the fields north of the camp pavilion.

Rationale

Please describe in detail, on an attached sheet, the reasons why you believe the request should be approved and what steps are being taken to lessen any impacts on surrounding residences and businesses. An explanation of the building and landscape designs (if changes are proposed) should also be included. See attached Rationale document.

Submittal Checklist

- | | |
|---|--|
| ☒ Rationale | ☐ Building elevations for new construction |
| ☒ Site plan 4 hard copies | ☒ Photographs of existing structures |
| ☐ Access and parking plan-4 hard copies; (may be shown on site plan) | ☐ Materials samples for Commission review |
| ☐ Landscape plan 4 hard copies | ☒ Legal Description in Word format |
| ☐ Floor plan 4 hard copies | ☒ Fees: \$250 (non-refundable) |
| ☐ Electronic copies of all materials | ☐ Other items as requested by staff |
| | ☐ \$2000 (refundable deposit) |

Preferred Public Hearing Date: Monday, April 21, 2025.

****Confirm schedule and available meeting dates with Planning Division staff****

Office Use Only

____ All Sections Complete
____ All Documents, incl. e-Copies
____ Fees Paid

Received By:

Date: _____



March 12, 2025

Rationale Document for Congregation Shaare Emeth – Application for Zoning Permit Tent Usage

Congregation Shaare Emeth would like to acquire two 20'x20' Capital Pole tents to be utilized during our summer Jewish Day Camp (Camp Emeth). The tents will be located in the northern portion of Shaare Emeth property, in two locations in the fields directly east of the parking lot.

Camp Emeth serves approximately 250 campers and staff during the hot and humid summer months (June 9– August 1). Outside activities take place throughout the day; large tents will serve as shade spots, lunch areas, and activity areas during the Jewish Day Camp. Day Camp runs from 9:00 a.m. until 3:30 p.m. with programming of 4 days lasting until early evening hours.

Robert Colton
Director of Operations
Congregation Shaare Emeth

Congregation Shaare Emeth
Tent – Use Zoning Permit Application
Current Surrounding Structures/Landscape

1. View from proposed tent site to North of Pavilion



2. View from proposed tent site to northside of Shaare Emeth



3. View from north parking lot toward proposed tent site



4. View from proposed tent site towards north parking lot



Legal Description

Congregation Shaare Emeth addressed as 11645 Ladue Road in the 'A', Single Family Residential District, subject to the hereinafter stated conditions on the following described property:

A track of land in the Northeast one-quarter of Section 10, Township 45 North, Range 5 East of the 5th Principal Meridian, St. Louis county, Missouri, and being the same property as conveyed to Shaare Emeth Congregation by instrument recorded in Book 6117 Page 632 of the Recorder of Deeds Office in St. Louis County, Missouri, and being more particularly described as follows:

Beginning at the point of intersection of the North line of Ladue Road, 60 feet wide, with the East line of Ballas Road, 60 feet wide; thence North 00 degrees 05 minutes 30 seconds East along the East line of Ballas Road 795 feet to a point being the Southwest corner of a tract of land as conveyed to Victor John Faron by instrument recorded in Book 3428 Page 230 of the above said Recorder's Office; thence South 89 degrees 54 minutes 30 seconds East along the South line of said property conveyed to Faron, as aforesaid, and the South line of property conveyed to S.L.U.T.C. by instrument recorded in Book 6425 Page 558 of the above said Recorder's Office a distance of 1,013.54 feet to a point on the West line of above said S.L.U.T.C. Property; thence South 00 degrees 14 minutes 30 seconds West along last said Westerly line 285.79 feet to a point on the Southerly line of above said S.L.U.T.C Property; thence South 89 degrees 45 minutes 30 seconds East along said South line 300.48 feet to a point on the West line of Runnymede Plat Two, a subdivision according to the plat thereof recorded in Plat Book 114 Pages 4 and 5 of the above said Westerly line 504.80 feet to a point on the North line of above said Ladue Road; thence South 89 degrees 56 minutes West along last said North line 1,311.94 feet to the **Point of Beginning** and containing 955,448 square feet or 21,934 acres more or less according to calculations by Stock & Associates Consulting Engineers, Inc. on August 9, 2001.

Shelter Your Events with a Sturdy & Stylish 20x20 Pole Tent



20 x 20

Capitol Pole Tent



Details & Features

Sometimes that extra half inch—or in this case, 175 square feet—can make all the difference. Like its sister, the 15-by-15 pole tent, our 20-by-20 is a stunning addition to anyone's tent inventory. However, with just 5 more feet on each side, the 20-by-20 gives you 400 square feet. Be it a baptism or a beauty pageant, the 20-by-20 will have you covered. Another of our most reliable renters, this tent will be one of the best investments you or your business can make.

Features:

Made from 16 oz blockout vinyl Made right here in the USA

Reinforced welded patches at each pole Heavy duty grommets at corners and centers

UV coated, fire resistant vinyl meets NFPA 701-2 standards

Materials & Accessories

While it is up to you as to what you do under this tent, American Tent is here to help you get just the look you'd like on top of it. We offer custom branding made possibly by state-of-the-art manufacturing equipment and our best-in-class sales team. We are here to help you realize your tent dreams. So go on and give us a call. Whatever the occasion, we can match you with your perfect tent.

American Tent is American made. As a commitment to this philosophy, we use only American-made vinyl and heavy duty thread for our tent tops. Our thread is 135 gauge. Our vinyl complies with NFPA 701-2 standards. It is fire-resistant and UV coated.

Thank you, from our team to yours, for showing your support for American manufacturing by choosing American Tent.

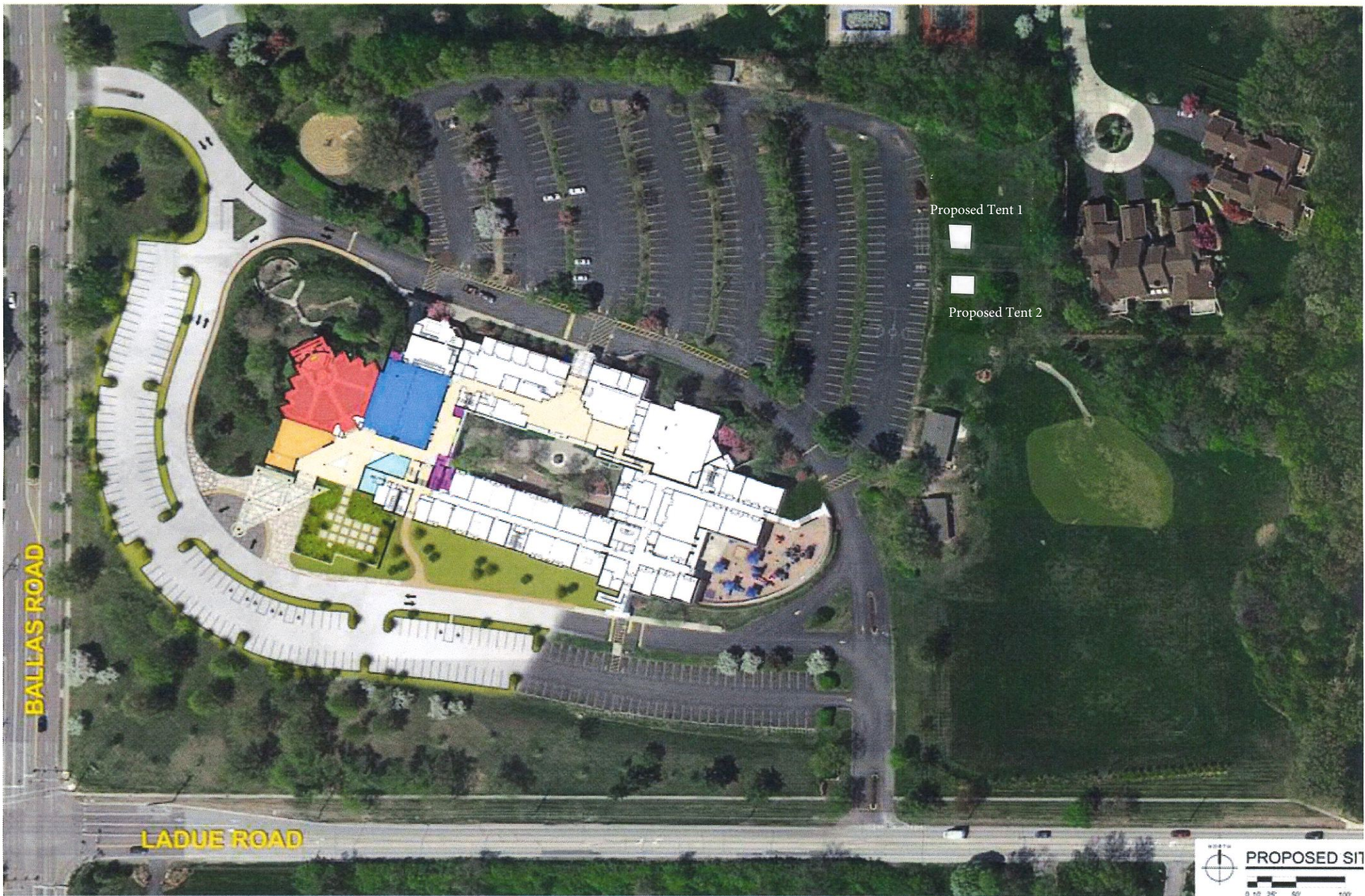
Top + premium poles + stakes + ratchets

[Add to Cart](#)

Details & Features

20x20 Pole Tent Specifications

Tent Size	20x20
Tent Style	Pole Tent
Tent Top Weight	75
Center Pole(s) Height	12'
Color	White
Tent Top Piece Count	1
Fabric Translucency	Blockout
Tent Top Material	16 oz PVC vinyl
Commercial Grade?	Yes
Water Resistant	Yes
UV Coated	Yes
Flame Resistant	Yes
Custom Logo Printing	Yes
Best For	Grass, asphalt, and anywhere you can safely drive stakes into the ground.



March 12, 2025

Rationale Document for Congregation Shaare Emeth – Application for Zoning Permit Tent Usage

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Robert Colton
Director of Operations
Congregation Shaare Emeth

Creve Coeur Comprehensive Plan Update

PHASE	TIMELINE	TASK
Site Analysis	April - May	Identify existing conditions Understand major factors Analyze site characteristics
	Early May	Coordinate access to site / site visit Building assessment matrix
	Mid-June	Open House #1 (notice via postcard, newsletter, and yard signs beforehand)
Market Analysis	June	Evaluate the market Perform market analysis for potential components Describe conditions
Development Analysis	June	Connect with 39N, Bayer, other stakeholders
	June - July	Consider development scenarios
	July	Provide recommendations
	early September	Open House #2 (notice via newsletter and yard signs beforehand)
	September	Draft Comp Plan Update
Policy	September	Development Incentive Review Policy Manual
Adoption	October	Presentation to P&Z
		Final documents/files to City