

CITY OF FLORISSANT



Thursday April 30, 2026, 6:00pm

LANDMARK AND HISTORIC DISTRICT COMMISSION MINUTES

The Landmark and Historic District Commission (LHDC) of the City of Florissant met in the first-floor conference room on Thursday April 30, at 6:00 PM.

INTRODUCTION AND WELCOME

Commission Members. Doug Kiel, Theresa Matousek, Gary Meyer, Steve Siebe, Ray Underwood; Petitioner – Tricia Kiefer – Representing Rock, Paper, Scissors Hair Salon, LLC. Debra Irvin – Building Commissioner, and Janette Segui-Staff/Board Clerk

ROLL CALL

Doug Keil, Theresa Matousek, Gary Meyer, Steve Siebe, Ray Underwood, Debra Irvin, and Janette Segui were in attendance. The meeting was called to order at 6:15 PM.

APPROVAL OF MINUTES

Theresa Matousek made a motion to approve the minutes as submitted, seconded by Gary Meyer, all approved.

New Business

Item 1 **Tricia Kiefer**
1080B rue St Francois
Florissant MO 63031
Ward 6

A request for a variance to permit the installation of a wooden sign on the side wall at 1080 rue St Francois, in the “HB” Historic Business District.

Trisha Kiefer petitioned to add a sign for her business. The sign is made of wood and will be placed in the same spot where the previous business’ sign was. Doug Kiel asked if the sign would have lighting. Trisha Kiefer said no, it would not be. Ray Underwood asked regarding the dimensions. Theresa Matousek made a motion to approve the sign. Debra Irvin suggested she read line 67 on the Staff Report for the recommendations. Theresa Matousek read the Staff

44 Recommendations. The report recommends approving the request with
45 conditions. Theresa Matoushek motioned to approve, Ray Underwood second the
46 motion, Gary Meyer abstained from the vote. All in favor- approved.
47

48 **COA # 2026-108 is granted for a variance to install and reuse the 6’ft – 5”**
49 **wood sign, attached with metal clips on the side wall with conditions at 1080**
50 **rue Saint Francois St, in the “HB” Historic Business District subject to the**
51 **conditions set forth in the Staff Report Case Number LHDC-04272026-01,**
52 **line 67.**
53

54 **Item 2 Vega Property Solutions/Management**
55 **7414 Page Avenue**
56 **St Louis MO 63133**
57

58 **A request for COA for architectural shingles at 150 Washinton in “HB”**
59 **Historic Business District.**
60

61 Theresa Matoushek motioned to table the topic until the next meeting due to the
62 petitioner not being present. Gary Meyer second the motion. All in favor
63 approved.
64

65 **Item 3 Planning Study – PGAV Consultants**

66 Debra Irvin spoke regarding the planning study. She said that the city
67 Council approved the bids to get a planning study done based on the
68 recommendations placed forth by the commission. An
69 ordinance with a moratorium based on what was discussed in the previous
70 meeting. The city council set up legislation to limit the number of personal
71 services in the “HB” Historic Business District. This decision led to getting the
72 study done. The firm will appear before City Council on May 26th in an executive
73 session, then go to pre-reading in the regular session. Debra stated that the study
74 will then commence. Patrick Mulchahy, Director of Economic Development, will
75 work with the commission in the Historic District only and Debra will lead
76 Chapter 400, Chapter 500, and all the B and M districts. The goal is that in nine
77 months, we will see entirely different codes for the city of Florissant. Debra is
78 confident that the study will be a benefit. Ray Underwood asked if that was the
79 purpose of hiring the firm, to help rewrite the city codes. Debra said yes and
80 expressed enthusiasm. Steve Siebe asked if the firm had assisted other historic
81 districts rewrite their codes. Debra said yes and directed the commission to read
82 the packet included with the meeting’s agenda. Debra cited that the firm had
83 assisted cities such as Maplewood and Richmond Heights, among others. Debra
84 cited more of the firm’s accomplishments as stated in the packet. Debra also
85 mentioned that Mayor Lowry is enthusiastic about having the study done. Gary
86 Meyer stated that he is curious to see how all of this will fit into the city’s 2050
87 Plan. Debra stated that everything she writes for the Planning and Zong
88 Commission is tied to the 2050 Plan for Florissant. For example, when the
89 **Masonry Code was written, Debra did extensive research in cities such as**
90 **Ballwin, Olivette, and Richmond Heights, to look at their structures and study**
91 **their codes. It took about 18 months to develop a code for masonry and the study**
92 **revealed that cites want brick buildings as opposed to other materials on the**

93 exteriors. Businesses bring their brand and it's many EFIS (Exterior Insulation
94 and Finish Systems) exteriors. A lot of these newer materials are considered
95 "secondary materials" and we are excited. Gary Meyer stated that it would be like
96 Schnucks or Dierberg's grocery stores having brick exteriors as opposed to
97 another city such as Warrenton. The commission is excited about the plan. Debra
98 wants to leave a legacy for Florissant. She stated that she wants the commission to
99 tie everything into the city code and the 2050 Master Plan. Packets will be
100 delivered to the commission members' homes prior to meetings. Meeting times
101 will go back to 6:00 PM. She also stated that the commission will be working
102 with Janette Segui as staff.

103
104 Gary Meyer brought up the Shrine, and the replacement windows project that is
105 currently happening. The stained-glass window is being serviced. The convent,
106 rectory, and sacristy windows are being replaced, like for like. These were
107 replaced about 15 years ago and are rotted out. The shrine wants to replace it with
108 windows made of composite materials that look like real wood. Gary asked the
109 board for their option before the shrine starts the process of requesting bids from
110 potential contractors, such as Renewal by Anderson. Steve Siebe stated that
111 Renewal by Anderson has a product that is 60% wood. Gary Meyer stated that
112 yes, the materials will be composite. Ray Underwood stated that there are new
113 materials available that look like wood but are more durable. If the appearance is
114 there, it makes sense to use these new materials. Gary Meyer said that once the
115 project is underway, he will bring in material samples for the commission to
116 approve. Ray Underwood asked if anyone was opposed to this, stating that the
117 material choice may be controversial to those wanting to keep to traditional
118 materials. Steve Siebe stated that he was opposed to the newer materials. He
119 states that the material should be wood. Gary Meyer stated that more traditional
120 materials require more maintenance. Windowsills would be made of composite
121 materials as well, reducing the maintenance and upkeep, and extending the life of
122 the windows. Steve Siebe stated that other historic districts are using composite
123 materials so long as they look like wood. Gary Meyer will let the shrine know that
124 the commission agrees.
125

126 **Miscellaneous Business**

127
128 **Item 1** None
129

130 **Announcements / Comments**

131
132 Theresa Matoushek made a motion that the next meeting is scheduled for May
133 27th at 6:00 PM. Gary Meyer second the motion. All in favor agreed.

134
135 Ray Underwood motion to adjourn, second by Steve Siebe. The meeting was
136 adjourned at 6:30 p.m.

137
138 Respectfully submitted:
139 Janette Segui - Recording Clerk