



BOARD OF ALDERMEN

Regular Meeting

JANUARY 5, 2026

6:00 P.M.

Notice is hereby given that the Board of Aldermen of the City of Brentwood, Missouri, will hold an **Open Meeting** with a vote to go into **Closed Session** in the Council Chambers at City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144. Virtual Access is also available via Zoom

Instructions to Participate Virtually

Zoom Webinar: <https://us02web.zoom.us/j/86547857328>

Dial: 301-715-8592 /// Webinar ID: 865 4785 7328

YouTube Channel: [Brentwoodmo Govtv](#) - Watch a live video broadcast

Instructions for Public Comments

You may email comments no later than 24 hours before the start of the meeting. Submit public comments to CityClerkOffice@brentwoodmo.org. Public comments, provided they comply with the City's guidelines, will be read during the meeting, made a part of the official record of the meeting, and made accessible to the public online following the meeting.

The City of Brentwood will provide reasonable accommodations for people with disabilities to enable their attendance at city meetings. Please contact the city administrator's office at 314-962-4800 extension 8608, use relay Missouri 1-800-735-2966 TDD or contact us by email at CityClerkOffice@brentwoodmo.org at least 48 hours prior to the meeting to make your accommodation request.

Posted this 31st day of December, 2025 at 1:00 PM

By: Octavia Pittman, City Clerk

- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. AGENDA APPROVAL**

A. Amendment or Approval of Agenda

4. ANNOUNCEMENTS, APPOINTMENTS, PROCLAMATIONS, AND RECOGNITIONS

5. PUBLIC HEARING

A. **Public Hearing on the Conditional Use Permit and Site Development Plans for a T-Mobile Retail Store at 1201 Strassner Drive, within the Hanley Station Development**
SYNOPSIS:

Zach Brown, Perspective Architecture + Design, on behalf of T-Mobile, has submitted a request for the Conditional Use Permit and Site Development Plan approval to lease the existing 3,966 square foot building for a new T-Mobile Commercial Retail Phone Store. Hours of operation will be 10 AM to 8PM, 7 Days a week. Modifications to the existing building include removing the awnings, the brick knee walls, and a portion of the patio on the south elevation that was previously used for outdoor dining for the restaurant. The two doors on the south side of the building are unnecessary for required ingress/egress and, therefore, they will be replaced with glazing to match the existing construction. The existing awning on the north side of the building will also be removed and replaced with an 8" thick black metal awning tied back to the structure.

Zach Brown, Perspective Architecture + Design will be in attendance to present the application/request. The Planning and Development Director will speak during the New Business section of this agenda.

INITIATING DEPARTMENT:

Planning and Development

SUBJECT:

An Ordinance Amending Ordinance No. 5171 To Amend The Landscape Plan For The Brentwood Public Library At 2201 S Brentwood Boulevard

PRESENTER:

Zach Brown, Perspective Architecture + Design

BACKGROUND:

The subject property is the former Twin Oaks Wood Fire Fare Restaurant space within the Hanley Station Development. The Brentwood Board of Aldermen adopted Ordinance No. 3954 in 2004 and Ordinance No. 4026 approving the site development plan for Hanley Station and granting a conditional use permit for the operation of up to four restaurants, including the Houlihan’s restaurant, within this development. The building at 1201 Strassner was originally designated as retail. A restaurant use at this location was later approved in 2010, with an outdoor smoker included in 2013. The Hanley Station Development Ordinance was amended in 2018 with Ordinance 4854 for the dental offices at 1801-1819 S. Hanley Road. The development received approval for the reduction in the required parking, and that provides for a shared parking agreement, where 126 spaces are available in the parking garage for the restaurant and retail uses. The restaurant use vacated the property earlier this year. The property is zoned Urban Development District, where under Section 400.1400(C)(5) Retail sales are listed as a conditional use that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. Per Section 400.1600(C)(1) Indoor Retail Businesses have a parking requirement of Four (4) parking spaces for each one thousand (1,000) square feet of gross floor area (GFA). The Planning and Zoning Commission recommended approval at the December 10, 2025 meeting by a unanimous approval.

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into Ordinance form

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[Public Hearing Notice 1.5.2026.pdf](#) 

B. Public Hearing on the Amendment to the Hanley Station Development Comprehensive Sign Plan for the T-Mobile Retail Store at 1201 Strassner Drive

SYNOPSIS:

Steve Behrens, of Warren Sign Company, on behalf of T-Mobile,

submitted for an amendment to the Comprehensive Sign Plan. The proposal would allow for larger tenant wall signs on all four sides of the building, and branded window signs.

Steve Behrens, of Warren Sign Company will be in attendance to present the application/request. The Planning and Development Director will speak during the New Business section of this agenda.

INITIATING DEPARTMENT:

Planning and Development

SUBJECT:

Amendment to the Comprehensive Sign Plan for T-Mobile Retail Store at 1201 Strassner Drive within the Hanley Station Development

PRESENTER:

Steve Behrens, of Warren Sign Company

BACKGROUND:

Section 410.135 Comprehensive Sign Plans provides that as an alternative to what would otherwise be allowed, signs may be permitted in accordance with a Comprehensive Sign Plan subject to the recommendation of the Planning and Zoning Commission and approval of the Board of Aldermen. The property originally received approval for a Comprehensive Sign Plan with Ordinance No. 4051 approved on January 4, 2007. For retail uses, the Comprehensive Sign Plan specifies that a sign is permitted on the front and rear of the building, and that sign cabinets or fascias are not permitted. The Plan specifies individual illuminated channel letters covering no more than 7.5% of the wall area on which the sign area is located. Further, letters are to be a minimum of 18" to a maximum of 24". The signs indicated in the application show that the proposed signs will have a box panel that, in effect, makes these signs a cabinet or fascia. The Planning and Zoning Commission recommended approval at the December 10th meeting by a unanimous vote.

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into ordinance form.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[Public Hearing Notice 1.5.2026.pdf](#) 

C. **Public Hearing on the Conditional Use Permit and Site Development Plan for Jet's Pizza Carry-out and Delivery at 8824 Manchester Road, within the Schnucks Brentwood Plaza Shopping Center.**

SYNOPSIS:

Terri Lewis Stevens, LS Architecture PLLC, on behalf of Robert Heatherly, Jet's Pizza STL, submitted an application for a conditional use permit for a 1,715 square foot, carry-out and delivery, Jet's Pizza location within the tenant space addressed as 8824 Manchester Road, within the Schnucks Shopping Center.

Terri Lewis Stevens, LS Architecture PLLC, on behalf of Robert Heatherly, Jet's Pizza STL, will be in attendance to present the application/request. The Planning and Development Director will speak during the New Business section of this agenda.

INITIATING DEPARTMENT:

Planning and Development Department

SUBJECT:

Conditional Use Permit for Jet's Pizza Carry-out and Delivery at 8824 Manchester Road

PRESENTER:

Terri Lewis Stevens, LS Architecture PLLC

BACKGROUND:

The property was originally developed in 1986 and includes the 51,800 square foot Schnucks Grocery Store and 6 additional tenant spaces and may have pre-existing non-conformities on the site. The existing site coverage is 93%. The property is zoned GC-General

Commercial. Section 400.1370(C)(2)(f) includes Restaurants and (g) includes drive-in or carry-out sales of foods or of other goods or services, including freestanding drive-in banking facilities, as a conditional use for properties over ½ acre that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. The Planning and Zoning Commission recommended approval at the December 10, 2025 meeting by unanimous vote.

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into Ordinance form.

LIST OF SUPPORTING DOCUMENTS:

[Public Hearing Notice 1.5.2026.pdf](#) 

6. CITIZEN COMMENTS

7. MAYOR AND ALDERMEN REPORTS

- A. Mayor, David Dimmitt
- B. Alderman David Plufka - Ward 1
- C. Alderwoman Nancy Parker Tice - Ward 1
- D. Alderwoman Michele Goad - Ward 2
- E. Alderwoman Sunny Sims - Ward 2
- F. Alderman Steve Lochmoeller - Ward 3
- G. Alderman Jeff Gould - Ward 3
- H. Alderwoman Sharon Harter - Ward 4
- I. Alderman Sullivan Erger - Ward 4

8. CITY ADMINISTRATOR REPORT

9. CONSENT AGENDA

A. Standing Committees Reports

B. Warrant Lists:

[Operating Funds](#) 

[Expenditures from the 2019 Certificates of Participation Proceeds \(COP\)](#) 

The Warrant List is presented for review and approval.

2025 / 2026 Budget

2025 Operating Budget Expenditures \$188,192.34

2026 Operating Budget Expenditures \$ 25,970.07

Brentwood Bound: \$ 1,640.00

Revised 2019 Series Certificates of Participation

OVERALL TOTAL \$221,802.41

Brentwood Municipal Code - Chapter 135: City of Brentwood, MO Code Chapter 135: Purchasing Code
<https://ecode360.com/29379408> (Ordinance No. 5021 approved June 21, 2022 has not yet been updated by E-Code)

Per the City of Brentwood Financial Policies and Procedures Manual:

For expenditures of \$2,500 or more, (with the exception of some routine bills, such as utility bills and insurance), the Finance Director prepares a warrant list for review by the City Administrator and Chairman of the Ways and Means Committee. The final version of the warrant list is placed on the agenda for formal approval at the next Board of Aldermen meeting (identified control procedure). These purchases generally consist of equipment and professional services, including legal services. In most cases, the Warrant List is approved prior to checks being mailed; however, invoices due prior to the Board Meeting are mailed when due.

C. Approval of Meeting Minutes - [December 15, 2025](#) 

Motion to approve Consent Agenda

10. OLD BUSINESS

11. NEW BUSINESS

A. Bill No. 6582 - An Ordinance Approving The Site Development Plan And Authorizing The Issuance Of A New Conditional Use Permit For T-Mobile To Operate A Retail Store At 1201 Strassner Drive, Within The Hanley Station Development Center In The UD-Urban Development District - 1st & 2nd Reading

SYNOPSIS:

Zach Brown, Perspective Architecture + Design, on behalf of T-Mobile, has submitted a request for the Conditional Use Permit and Site Development Plan approval to lease the existing 3,966 square foot building for a new T-Mobile Commercial Retail Phone Store. Hours of operation will be 10 AM to 8PM, 7 Days a week. Modifications to the existing building include removing the awnings, the brick knee walls, and a portion of the patio on the south elevation that was previously used for outdoor dining for the restaurant. The two doors on the south side of the building are unnecessary for required ingress/egress and, therefore, they will be replaced with glazing to match the existing construction. The existing awning on the north side of the building will also be removed and replaced with an 8" thick black metal awning tied back to the structure.

INITIATING DEPARTMENT:

Planning and Development

SUBJECT:

An Ordinance Approving The Site Development Plan And Authorizing The Issuance Of A New Conditional Use Permit For T-Mobile To Operate A Retail Store At 1201 Strassner Drive, Within The Hanley Station Development Center In The UD-Urban Development District

PRESENTER:

Whitney Kelly, Director of Planning and Development

BACKGROUND:

The subject property is the former Twin Oaks Wood Fire Fare Restaurant space within the Hanley Station Development. The Brentwood Board of Aldermen adopted Ordinance No. 3954 in 2004 and Ordinance No. 4026 approving the site development plan for

Hanley Station and granting a conditional use permit for the operation of up to four restaurants, including the Houlihan's restaurant, within this development. The building at 1201 Strassner was originally designated as retail. A restaurant use at this location was later approved in 2010, with an outdoor smoker included in 2013. The Hanley Station Development Ordinance was amended in 2018 with Ordinance 4854 for the dental offices at 1801-1819 S. Hanley Road. The development received approval for the reduction in the required parking, and that provides for a shared parking agreement, where 126 spaces are available in the parking garage for the restaurant and retail uses. The restaurant use vacated the property earlier this year. The property is zoned Urban Development District, where under Section 400.1400(C)(5) Retail sales are listed as a conditional use that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. Per Section 400.1600(C)(1) Indoor Retail Businesses have a parking requirement of Four (4) parking spaces for each one thousand (1,000) square feet of gross floor area (GFA). The Planning and Zoning Commission recommended approval at the December 10, 2025 meeting by a unanimous approval.

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into Ordinance form

LIST OF SUPPORTING DOCUMENTS:

[Bill No. 6582 - T-Mobile CUP and Site Plan 1.5.2026 .docx](#) 

[3SGG - STRASSNER DR & S HANLEY RD - P&Z SUBMISSION - 11.20.2025.pdf](#) 

[PZ #25-015.T-Mobile CUP.1201 Strassner.Staff Report.12.10.2025.pdf](#) 

[25-1121 T Mobile Review.pdf](#) 

[PZ #25-015.T-Mobile CUP.1201 Strassner.Staff Report.11.12.2025.pdf](#)  [3SGG - STRASSNER DR & S HANLEY RD - CONDITIONAL USE PERMIT SET - 10.13.2025.pdf](#) 

[Brentwood Planning & Zoning Rationale Letter.pdf](#) 

Review and Perfect Bill No. 6582 into Ordinance Form.

B. Bill No. 6583 - An Ordinance Approving An Amendment To Ordinance No. 4051 That Authorized A Comprehensive Sign Plan For The Hanley Station Development - 1st & 2nd Reading

SYNOPSIS:

Steve Behrens, of Warren Sign Company, on behalf of T-Mobile, submitted for an amendment to the Comprehensive Sign Plan. The proposal would allow for larger tenant wall signs on all four sides of the building, and branded window signs.

INITIATING DEPARTMENT:

Planning and Development

SUBJECT:

Amendment to the Comprehensive Sign Plan for T-Mobile Retail Store at 1201 Strassner Drive within the Hanley Station Development

PRESENTER:

Whitney Kelly. Director of Planning and Development

BACKGROUND:

Section 410.135 Comprehensive Sign Plans provides that as an alternative to what would otherwise be allowed, signs may be permitted in accordance with a Comprehensive Sign Plan subject to the recommendation of the Planning and Zoning Commission and approval of the Board of Aldermen. The property originally received approval for a Comprehensive Sign Plan with Ordinance No. 4051 approved on January 4, 2007. For retail uses, the Comprehensive Sign Plan specifies that a sign is permitted on the front and rear of the building, and that sign cabinets or fascias are not permitted. The Plan specifies individual illuminated channel letters covering no more than 7.5% of the wall area on which the sign area is located. Further, letters are to be a minimum of 18" to a maximum of 24". The signs indicated in the application show that the proposed signs will have a box panel that, in effect, makes these signs a cabinet or fascia. The Planning and Zoning Commission recommended approval at the December 10th meeting by a unanimous vote.

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into ordinance form

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[Bill No. 6583 - T-Mobile Comprehensive SignPlan.1.5.2026.docx](#) 

[T-Mobile CSP - Completed.pdf](#) 

[PZ #25-018.T-Mobile CompSignPlan.1201 Strassner.Staff Report.12.10.2025.pdf](#) 

[Ordinance 4051-Hanley Station Comprehensive Sign Package and Criteria.pdf](#) 

Review and Perfect Bill No. 6583 into Ordinance Form.

C. **Bill No. 6584 - An Ordinance Approving A Revised Public Works Mutual Aid Agreement - 1st & 2nd Reading**

SYNOPSIS:

The Board of Aldermen approved an existing public works mutual aid agreement on August 21, 2023. The chair of the agreement, the City of Chesterfield, requested that the participating municipalities adopt and approve the updated public works mutual aid agreement by or before the February 6, 2026 deadline.

SUBJECT:

Public Works Mutual Aid Agreement

INITIATING DEPARTMENT:

Public Works

PRESENTER:

Dan Gummersheimer, P.E., Director of Public Works

BACKGROUND:

The purpose of the Mutual Aid Agreement is to allow municipalities to coordinate resources and support one another on the basis of mutual cooperation. During an emergency, Brentwood Public Works may

request assistance from participating entities such as Des Peres, Ladue, Clayton, Olivette, Chesterfield, and others. Under the agreement, member municipalities may borrow equipment including chain saws, message boards, chippers, bucket trucks, skid steers, and similar assets.

Access to this shared equipment can significantly reduce restoration time following an emergency by allowing immediate deployment from neighboring communities rather than relying solely on rental vendors. For example, after the May 2025 storm event, the City of Ballwin provided a brush chipper to assist Brentwood with debris removal.

FINANCE/OPERATIONS:

There is no capital cost associated with participating in the Mutual Aid Agreement. Some operational coordination will be necessary when Brentwood provides assistance — particularly with larger equipment such as a backhoe or skid steer—because the City maintains limited redundancy in its fleet.

RECOMMENDATION:

At the Public Works Committee held on December 11, 2025, the committee agreed to forward a favorable recommendation to the Board of Aldermen.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[BOA MEMO for PW Mutual Aid Agreement 01.05.2026.docx](#) 

[Bill No. 6584 - Ordinance for Mutual Aid Agreement.docx](#) 

[2026.01.05 Mutual Aid Agreement.docx](#) 

[8.21.23 BILL NO. 6470 ORDINANCE NO. 5101.pdf](#) 

Review and Perfect Bill No. 6584 into Ordinance Form.

- D. **Bill No. 6585 - An Ordinance Approving The Site Development Plan And Authorizing The Issuance Of A New Conditional Use Permit For Jet’s Pizza To Operate A Restaurant With Carry-Out And Delivery At 8828 Manchester Road, Within The Schnucks Shopping Center Manchester Road In The GC-General Commercial District - 1st & 2nd Reading**

SYNOPSIS:

Terri Lewis Stevens, LS Architecture PLLC, on behalf of Robert Heatherly, Jet’s Pizza STL, submitted an application for a conditional use permit for a 1,715 square foot, carry-out and delivery, Jet’s Pizza

location within the tenant space addressed as 8824 Manchester Road, within the Schnucks Shopping Center.

INITIATING DEPARTMENT:

Planning and Development Department

SUBJECT:

Conditional Use Permit for Jet's Pizza Carry-out and Delivery at 8824 Manchester Road

PRESENTER:

Whitney Kelly, Director of Planning and Development

BACKGROUND:

The property was originally developed in 1986 and includes the 51,800 square foot Schnucks Grocery Store and 6 additional tenant spaces and may have pre-existing non-conformities on the site. The existing site coverage is 93%. The property is zoned GC-General Commercial. Section 400.1370(C)(2)(f) includes Restaurants and (g) includes drive-in or carry-out sales of foods or of other goods or services, including freestanding drive-in banking facilities, as a conditional use for properties over ½ acre that requires review at the Planning and Zoning Commission and approval at the Board of Aldermen. The Planning and Zoning Commission recommended approval at the December 10, 2025 meeting by an unanimous vote

FINANCE/OPERATIONS:

None

RECOMMENDATION:

Discussion and perfect into Ordinance form

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[Bill No. 6585 - Jet's Pizza CUPSDP.1.5.2026.docx](#) 

[0725 JET'S BRENTWOOD A-1.0 C.pdf](#) 

[Jet's Pizza CUP submittal.pdf](#) 

[CUP Rationale JET'S PIZZA.pdf](#) 

[SITE PLAN WITH PREMISES OUTLINED.pdf](#) 

[Brentwood Plaza Site Plan.pdf](#) 

[PZ #25-016.Jet's Pizza CUP.Staff Report.12.10.2025.pdf](#) 

Review and Perfect Bill No. 6585 into Ordinance Form.

E. **Bill No. 6586 - An Ordinance Amending Ordinance No. 5171 To Amend The Landscape Plan For The Brentwood Public Library At 2201 S Brentwood Boulevard. - 1st & 2nd Reading**

SYNOPSIS:

Brandon Harp, of Civil Engineering Design Consultants, Inc. on behalf of Gina Gibbons, Brentwood Public Library, submitted an application to Amend Ordinance 5171 for revisions to the Site Development Plans regarding the approved landscape plans. The subject properties are zoned PD-Planned Development Overlay District where Section 400.1370(B)(21) allows public facilities of an administrative, recreational, transportation or public safety function, but excluding maintenance, storage or service facilities, which would include Public the Library, is a permitted use for properties over one-half acre. All Landscaping shall be maintained per the approved plans to retain the bonus site coverage.

INITIATING DEPARTMENT:

Planning and Development Department

Stephan Kesel, Arcturis

SUBJECT:

An Ordinance Amending Ordinance No. 5171 To Amend The Landscape Plan For The Brentwood Public Library At 2201 S Brentwood Boulevard

PRESENTER:

Whitney Kelly, Director of Planning and Development

BACKGROUND:

On February 18, 2025, with Ordinance No. 5171, the City authorized the Site Development Plans, for the interior renovations of the

building and a 5,220 square foot, 2-story addition on the south elevation and site modifications with an outdoor plaza space, and adjustments to the parking lot, which included an additional site coverage bonus up to 73.4% for the outdoor plaza space with the trees and additional landscaping. The project also included the lot consolidation of the properties, the rezoning of the portion of the lot that was B Single Family Residential to PD-Planned Development Overlay District and a Comprehensive Sign Plan. A Condition of the Ordinance, and Section 400.1730(A)(10) requires that all landscaping shall be permanently maintained in good condition with at least the same quality and quantity of landscaping as initially approved. The Planning and Zoning Commission recommended approval with the trees in the courtyard to remain at their meeting on December 10, 2025, by a unanimous approval.

FINANCE/OPERATIONS: None

RECOMMENDATION:

Discussion and perfect into Ordinance form.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[Bill No. 6586 - Brentwood Public Library Amended Landscaping.1.5.2026.docx](#) 

[251110 - BPL - Planning and Zoning Submission.pdf](#) 

[PZ #25-017.2201 S Brentwood Library Revised Landscaping.Staff Report.12.10.2025.pdf](#) 

[25-1124 BW Library #2 Review #1.pdf](#) 

[2.18.25 BILL NO. 6541.1 ORDINANCE NO. 5171.pdf](#) 

[250108 - BPL site development revised.pdf](#) 

[25-1209 BW Library #2 Review #2.pdf](#) 

[Applicant's PowerPoint Presentation at P&Z-MEM 251210 BPL Board of Alderman.pdf](#) 

Review and Perfect Bill No. 6586 into Ordinance Form.

12. CITIZEN COMMENTS

A Motion to enter into closed session pursuant to RSMo. 610.021 (1,12) and adjourn therefrom.

13. CLOSED MEETING

14. ADJOURNMENT

Regular meetings are livestreamed on YouTube and recorded. The recording will be made available on the City's YouTube channel. Please be aware that your presence may be recorded.