

AGENDA  
CITY OF SALEM, MISSOURI  
PLANNING & ZONING BOARD OF ADJUSTMENTS  
CITY HALL COUNCIL CHAMBERS  
202 N. WASHINGTON  
MARCH 30, 2022  
6:30 P. M.

ITEM I CALL TO ORDER

ITEM II ROLL CALL

ITEM III NEW BUSINESS

PROPOSED 85' SIGN TO BE LOCATED AT 1103 S. MAIN AT THE  
MOBILE "DIRT CHEAP" LOCATION, EXCEEDS THE HEIGHT OF 60'  
FOR STRUCTURES; OWNER GREG PRTELL.

ITEM IV ADJOURNMENT

Called by: Planning & Zoning Board of Adjustments Acting Chairman, Bob Parsons

03/11/2022



400 N. Iron Street, Salem, Missouri 65560  
(573) 729-4811 Fax (573) 729-5371  
www.salemmo.com

### **NOTICE OF PUBLIC MEETING**

The City of Salem, Missouri, hereby gives notice of a Public Meeting to be held by Planning & Zoning Board of Adjustments, Wednesday, March 30, 2022, at 6:30 P.M. in the City Hall Council Chambers, 202 N. Washington to consider a request for variance from height restriction:

1. The proposed 85' sign to be located at 1103 S. Main at the Mobile "Dirt Cheap" location, exceeds the height limit of 60' for structures; Owner Greg Portell.

The Meeting is Open to the Public.

Meeting Called by: Bob Parsons, Acting Chairman  
Planning & Zoning Board of Adjustment  
City of Salem, Missouri

03/11/2022

Publish in the Salem News 03/15/2022

**MAYOR**  
Kimberly Steelman

**ALDERMEN**  
East Ward: Shawn Bolerjack, Kala Sisco  
West Ward: Greg Parker, Catherine Dent

**PARKS AND RECREATION:** Melissa DuBois  
**POLICE DEPARTMENT:** Joe Chase



**PUBLIC WORKS:** Mark Nash  
**UTILITIES:** Jennifer Cochran

**CITY ADMINISTRATOR:** Ray Walden  
**CITY CLERK:** Tammy Koller  
**CITY ATTORNEY:** James Weber

**ECONOMIC DEVELOPMENT:** Sally Burbridge  
**BUILDING INSPECTION:** Jarred Brown

City of Salem  
400 N. Iron St.  
Salem, MO 65560  
Phone (573) 729-4811 Fax (573) 729-5371

## Board of Adjustment Request for Appeals/Variance

Date: 3/8/22

### Petitioner Information

Name: ZIGLYN SIGNS - MATT MEYER  
Mailing Address: 540 VOSSBRINK DR.  
City/St/Zip: WASHINGTON, MO 63090  
Phone: 636-432-5692

### Owner Information (if different)

Name: GREG PORTELL  
Mailing Address: 106 E. WASHINGTON  
City/St/Zip: CUBA, MO 65453  
Phone: 314-306-8899

### Action requested:

The undersigned hereby petitions the Board of Adjustment of the City of Salem, Missouri, to issue an appeal to the decision of the Building Inspector or a variance to the Zoning Ordinances of the City of Salem.

### Site Information:

Location of Property (provide address and general vicinity)

1103 S. MAIN ST. SALEM, MO 65560

Legal Description of Property and copy of plat (can be obtained at the Dent County Recorder's Office)

Property Zoning C Adjoining Zoning E C S C W C N C

### Present Use of Property:

GAS STATION / CONVENIENCE STORE

### Appeal or Variance Requested:

WE ARE SEEKING A VARIANCE TO INSTALL A 85' SIGN.

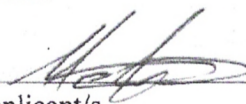


Names, Addresses, and Phone #'s of property owners that adjoin said premises:

Name/s	Address	Phone #
N. THE BANK OF SALEM.	1001 S. MAIN ST.	573-729-3306
S. ?	1201 MO-19	?
E. SALEM AREA CHAMBER OF COMMERCE	1136 MO-19	573-729-2429
W. VACANT LOT		?

I hereby certify that all the information is true and accurate.

Owner/s

Applicant/s 

**FOR OFFICE USE ONLY\*\*\*\*\***

Filed in the office of the City Clerk \_\_\_\_\_  
Submitted to the Board of Adjustment \_\_\_\_\_  
Requested Appeal or Variance from Code Section(s) \_\_\_\_\_  
Board of Adjustment Public Hearing set for \_\_\_\_\_  
(15-day notice required to be published before hearing)  
Public Hearing advertised on \_\_\_\_\_  
Property owners adjoining said premises notified by regular mail \_\_\_\_\_  
Decision of the Board of Adjustment \_\_\_\_\_

\*\*\*\*\*

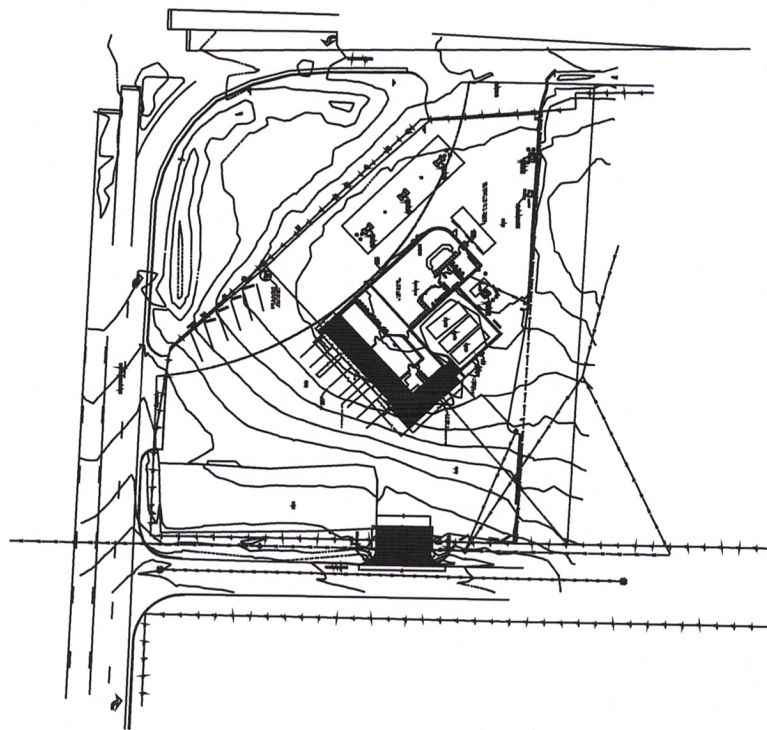
#### Notice of Board of Adjustment Public Hearing

Notice is hereby given that the Board of Adjustment of the City of Salem, Missouri will hold a Public Hearing on Monday, \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ P. M. in the City Hall Council Chambers, 202 N. Washington.

All interested persons will be given the opportunity to be heard on the following zoning matter:

Appeal or Variance of \_\_\_\_\_  
on the property located at \_\_\_\_\_













400 N. Iron Street, Salem, Missouri 65560  
(573) 729-4811 Fax (573) 729-5371  
www.salemmo.com

**March 8, 2022**

Matt Meyer  
Ziglin Signs  
540 Vossbrink Dr.  
Washington, MO 63090

Mr. Meyer,

After reviewing your plans and application for the proposed sign to be located at 1103 S. Main, I am unable to approve the permit for the following reason(s):

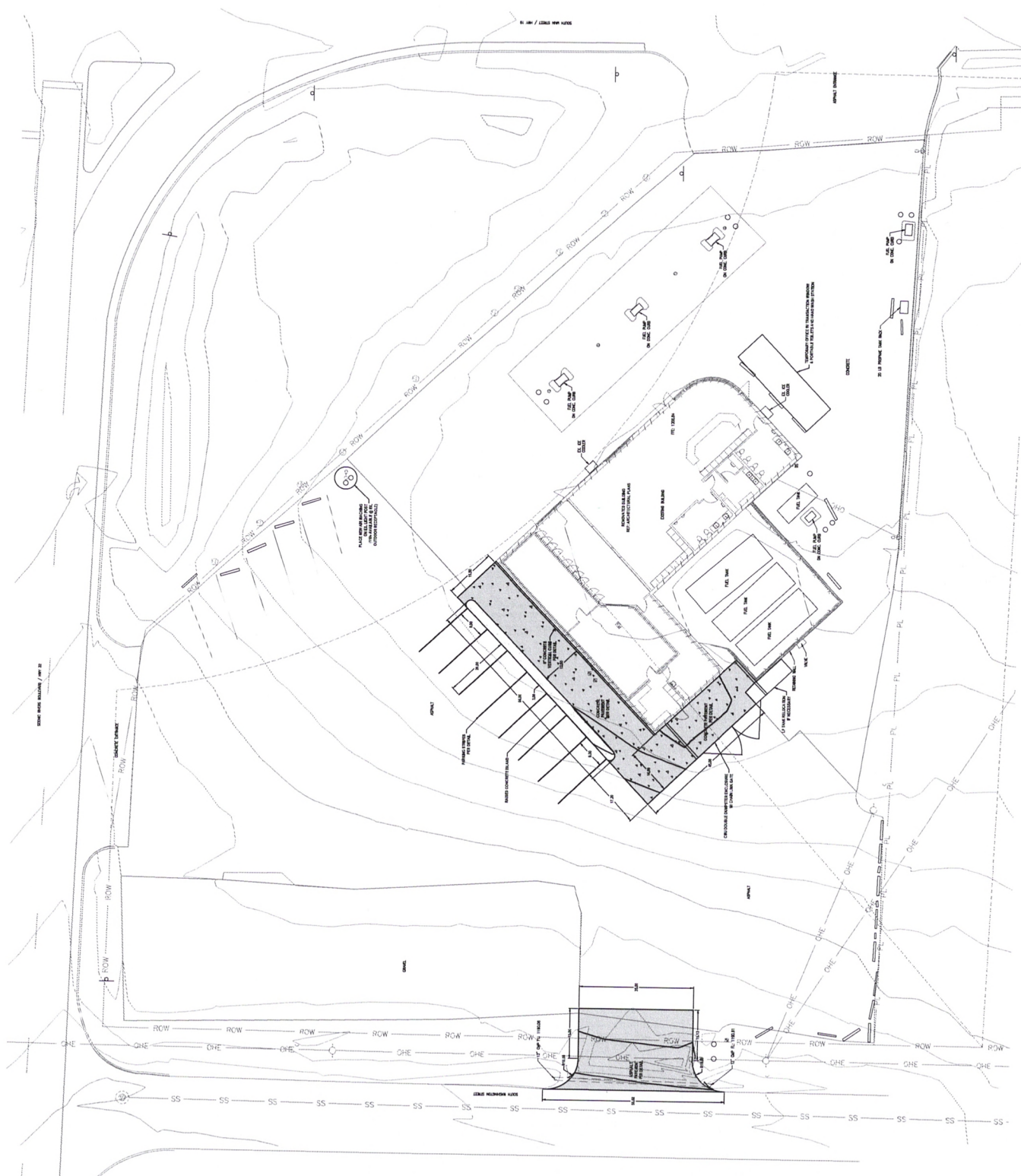
1. The 85' height of the proposed structure exceeds the height regulations for commercial districts as detailed in Section 405.290 of Salem City Code.

If you are unsatisfied with this decision, an appeal can be made to the Board of Adjustment for a variance from the literal provisions of the zoning ordinance by filing an application provided at the Administration Offices.

Thank you.

Jarred Brown  
Building Inspector









# Permit Application

400 N. Iron St. Salem, MO 65560  
bldginspector@salem-mo.com

## Current Building Codes

2012 International Building Code    2012 International Residential Code  
2012 International Plumbing Code    2012 International Mechanical Code  
2012 International Fuel Gas Code    2017 National Electric Code

## Permit Number

Approved By: \_\_\_\_\_ Permit Fee: \_\_\_\_\_  
Processed By: \_\_\_\_\_ Deposit Fee: \_\_\_\_\_  
Total Due: \_\_\_\_\_

## Property Information

Property Address: 1103 S. MAIN ST. Lot Dimensions: \_\_\_\_\_  
Owner Name: WALLIS COMPANY Current Zoning: \_\_\_\_\_  
Owner Address: 106 E. WASHINGTON, CUBA MO 65453  
Phone: 314-306-8899 E-mail: \_\_\_\_\_

## Type of work to be done (check all that apply):

<input type="checkbox"/> New Construction (provide plans) ➡ Square Footage: _____	<input type="checkbox"/> Deck/Porch/Stairs
<input type="checkbox"/> Remodel / Demolition (circle one) ➡ Square Footage: _____	<input type="checkbox"/> Retaining wall
<input type="checkbox"/> Manufactured/Mobile/Modular Home Dimensions: _____	<input type="checkbox"/> Pool/Spa
<input type="checkbox"/> Plumbing <input checked="" type="checkbox"/> Sign Dimensions: <u>SEE ARTWORK</u>	<input type="checkbox"/> Fence (Over 3 Feet)
<input type="checkbox"/> Mechanical / HVAC <input type="checkbox"/> Portable Building / Carport / Lean-To	<input type="checkbox"/> Communication Tower
<input type="checkbox"/> Electrical Dimensions: _____	Size: _____

Description of Project: INSTALLATION OF 85' PYLON SIGN WITH TWO CABINETS TO READ:  
MOBIL & DIRT CHEAP.

Estimated Cost: \$106,000 Start Date: TBD

## Contractor Information

Company: ZIGLIN SIGNS Contact: MATT MEYER  
Address: 540 VOSSBRINK DR. WASHINGTON, MO 63090  
Phone: 636-432-5692 Phone: \_\_\_\_\_  
E-mail: permitting@ziglinsigns.com City License #: \_\_\_\_\_

## Subcontractor Information

Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ City License #: \_\_\_\_\_

Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ City License #: \_\_\_\_\_

Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ City License #: \_\_\_\_\_

I hereby certify that I have read and examined this application and I am the owner on record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official or the Code Official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

Signature of Applicant [Signature]  
Printed Name MATT MEYER  
Phone 636-432-5692

Date 12/07/21  
Address 540 VOSSBRINK DR - 63090  
E-mail permitting@ziglinsigns.com





www.ziglinsigns.com

Job/Est. #: 32559

Contact: Greg Portell

Salesperson: Garrett Newhouse

Project: Dirt Cheap High Rise

Drawn By: GN

File Number: 32559

Date: 7-08-2021

Signature Approval

Signed approval of all drawings is required before construction begins

Date of Approval

is drawing and all reproductions thereof are the property of Ziegler Signs and may not be reproduced, published, changed, or used in any way without written consent from Ziegler Signs.

## Revisions

Rev 1:

Rev 2:

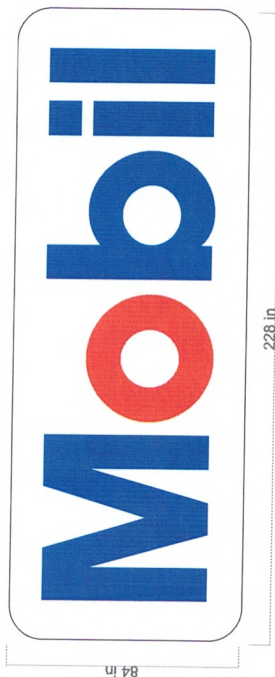
Rev 3:

Rev 4:

Drawing #:



\*This drawing is not to scale and simply represents an approximate location for the sign.

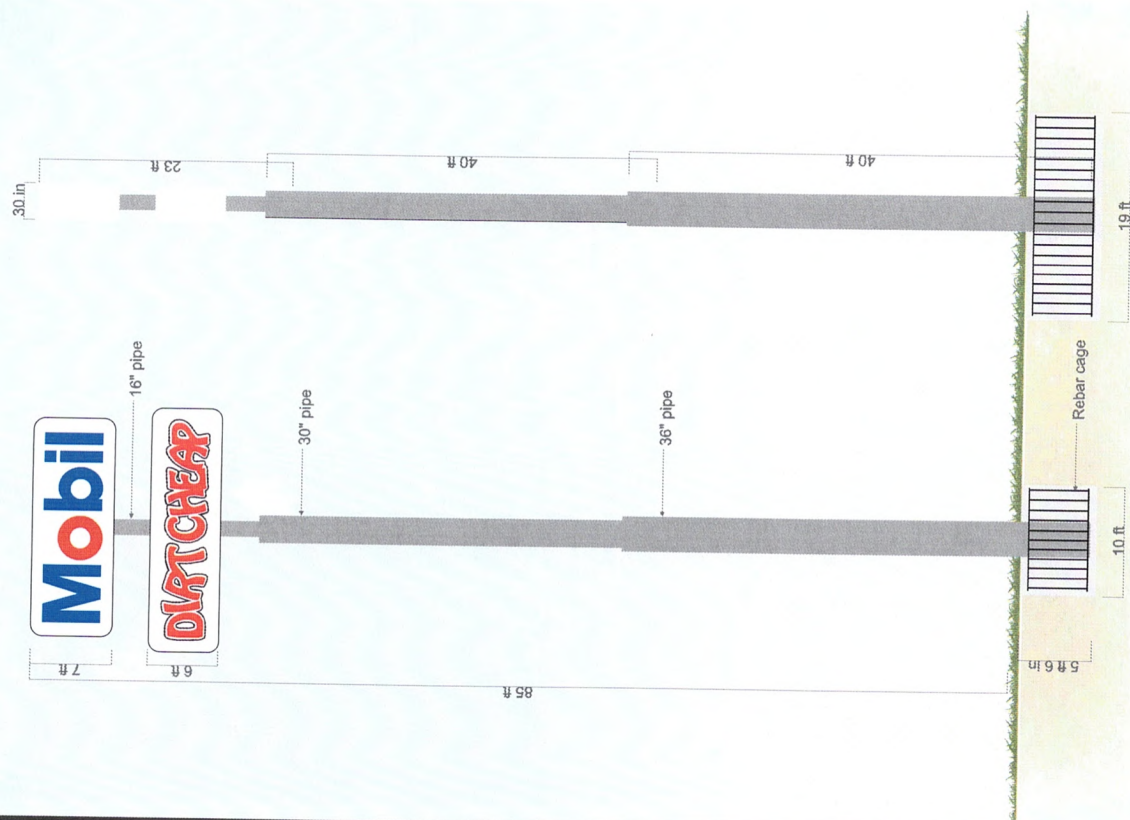


## SPECIFICATIONS

Standard 7' x 19' Mobil sign with LED lighting and flex faces with 2 color vinyl graphics  
3' x 21' Dirt Cheap sign with LED lighting and flex faces with 2 color vinyl graphics  
LED lighting system comes with 3 year parts and labor warranty

Overall height of sign is 85' from grade to top of sign

includes excavation of spread footing, concrete, steel pipe, rebar and installation

<sup>†</sup>Rebar size and placement to be added and confirmed by engineer.

Preliminary footing sizes. Final footing sizes to be confirmed by engineering.



*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**Section 405.250 General Description.**

**[R.O. 2011 §30-246; Ord. No. 2837 §30-216, 11-8-1994]**

- A. The commercial district shall provide space for retail shops and professional services which provide for the needs and convenience of the people of Salem, Missouri.
- B. It is intended that developments such as shopping centers provide adequate off-street parking space for customers and employees and landscape their development with appropriate screening materials.
- C. Special attention shall be given to the impact of a commercial use when it adjoins a residential district so that negative impacts of traffic, noise, light and glare may be minimized through proper development.
- D. Under no conditions will industrial or manufacturing be permitted, no killing of livestock or poultry.
- E. No merchandise shall be stored other than that to be sold at retail on the premises.

**Section 405.290 Lot Development.**

**[R.O. 2011 §30-250; Ord. No. 2837 §30-220, 11-8-1994; Ord. No. 2846 §1, 11-21-1994; Ord. No. 2995 §2, 11-5-2001]**

- A. Any existing platted lot may be developed if the following requirements are met. These minimum requirements are necessary to insure fire safety for each building and all surrounding buildings and to provide adequate access for customers:
  - 1. When located less than three (3) blocks from public parking facilities, lots shall be developed in compliance with the City of Salem Building and Fire Code.
  - 2. When located more than three (3) blocks in distance from a public parking facility, each business shall provide off-street parking spaces according to the following schedule:
    - a. Hotels, motels and all overnight accommodations for travelers shall provide one (1) off-street parking space for each guest unit.
    - b. Restaurants, bars, and taverns shall provide one (1) off-street parking space for each three (3) seats provided for patron use.
    - c. Drive-in restaurants shall provide one (1) off-street parking space for every one hundred (100) square feet of gross floor area with no less than six (6) off-street spaces provided.
    - d. Places of assembly such as, but not limited to, churches, lodges, private clubs, theaters, gymnasiums and museums shall provide one (1) off-street parking space for each fifty (50) square feet of gross floor area.
    - e. Retail businesses shall provide one (1) parking space for each one hundred fifty (150) square feet of gross floor area.
    - f. Office and professional services shall provide one (1) off-street parking space for each two hundred (200) square feet of gross floor area.
  - 3. Whenever any commercial district parking or public drive adjoins a residential zone, such an area shall be screened by an opaque ornamental fence or wall or by a dense evergreen hedge not less than five (5) feet nor more than six (6) feet in height. This screening shall be maintained in good visual order.
  - 4. **Area and height regulations.** In a "C-1" Neighborhood Commercial District, the height of buildings,



the minimum dimensions of lots and yards, and minimum lot area per structure on any lot shall be as follows:

- a. *Area regulations.*
  - (1) *Minimum lot area.* No minimum lot area is required for commercial uses. The minimum area of a lot used for residential purposes shall be the same as that specified in the "R-1", "R-2", and "R-3" districts.
  - (2) *Minimum street side setbacks for commercial property.*
    - (a) There shall be a minimum street side setback of seven (7) feet for all buildings constructed on property henceforth annexed into the City of Salem, Missouri, and zoned commercial. Sidewalks and beautification improvements may be constructed within and upon the seven (7) foot setback.
- b. *Height regulations.* The maximum height of buildings and structures in a "C" District shall not exceed six (6) stories or sixty (60) feet for commercial uses. Where a lot is used for residential purposes, the height of a building shall be the same as that required in an "R-1", "R-2", and "R-3" District.

#### **Section 405.300 Sign Regulations.**

**[R.O. 2011 §30-251; Ord. No. 2837 §30-221, 11-8-1994]**

- A. The following regulations provide adequate and proper advertisement of commercial activity for the City of Salem. However, recognizing that uncontrolled signs can create hazards, confusion, poor aesthetics, loss of business and can adversely affect the stability and value of property, the following requirements and regulations pertaining to signs within the City of Salem shall be enforced:
  1. All signs except those regulated herein for home occupations shall conform to the following size standards:
    - a. All enterprises shall be permitted a wall sign for each side of a building fronting a public street. The permitted sign area shall be determined according to wall face by square footage, and shall not exceed twenty percent (20%) of the wall face, including glass area, with the exception of those signs painted directly on the building surface.
    - b. *Freestanding off-premise and on-premise signs.* All such signs, with the exception of those regulated by Subsection (2), shall have a clearance of a minimum of eight (8) feet from the terrain or sidewalk, or supports shall be at least ten (10) feet from public right-of-way. No part of any sign shall intrude into the public right-of-way.
  2. Signs identifying parking regulations or traffic flow direction on private property shall not exceed four (4) square feet in area and shall have letters not exceeding six (6) inches in height.
  3. The following signs or sign uses shall be prohibited:
    - a. A sign for a City business which does not have an active business license on file with the City.
    - b. A sign which could create confusion to the public or to police and fire response calls in emergencies.

#### **Section 405.310 Prohibiting Placement of Signs.**

**[R.O. 2011 §30-252; Ord. No. 2870 §§1 — 4, 9-3-1996]**

- A. The following signs and advertising devices are hereby prohibited within the City of Salem:

1. Any sign erected in a public easement or right-of-way.
2. Any sign attached to any public utility pole, tree, fire hydrant, curb, sidewalk or other surface located on public property.
3. Any sign erected in any location where, by reason of its location, it will obstruct the view of any authorized traffic sign, signal, or other traffic control device. Nor may any sign, by reason of its shape, position or color, interfere with or be confused with any authorized traffic signal, sign, or device. Further, no sign shall be erected in a location where it will obstruct vision of the public right-of-way.
4. Violations of this provision shall be punishable by a fine of not less than five dollars (\$5.00) and not more than five hundred dollars (\$500.00), or by imprisonment for a period not exceeding three (3) months, or by both such fine and imprisonment.
5. Each day any violation of this Code continues shall constitute a separate offense.