

Board of Adjustment Hearing Application - Entry #301

Property Address

1635 Trotting Trail
Clarkson Valley, MO
63005
US

Property Owner Name

Kimberly & Greg Willis

Applicant Name (if other than property owner)

Tracy Winters

Applicant Phone

+13149099050

Applicant Email

tracy@buildagape.com

REQUESTED APPEAL

Use variance (deviation from permissible uses)

Type of Project

Other

If other, please specify:

retaining wall in front setback

Type of structure, please describe:

retaining wall in front setback

Pursuant to the provisions of Chapter 405.160 of the Municipal Code of the City of Clarkson Valley, application is hereby made for a hearing before the Board of Adjustment of the City of Clarkson Valley, Missouri, for the following purpose(s):

We are requesting that approximately 110 linear feet of landscaping wall (3'-0" tall at the highest point) is allowed to be built in the 75' front setback of this property. The hardship is due to the topography of the existing front yard. A retaining wall is needed to keep back the dirt/erosion created by the existing fall of the yard.

Has the project previously been submitted to the Board of Adjustment?

No

A transcript of the proceeding is available at your request. The cost is determined by the length of the proceeding. Order transcript?

No

File Upload



[Retaining-Wall-Approval-Letter-Willis-Neighbors.pdf](#)



[260617_WILLIS_site-plan.pdf](#)



[2601-010-m.marlersurveying_gmail.com_.pdf](#)

[City of Clarkson Valley](#)



Outlook

Re: New Entry: Building Permit Application

From Kelsey Moser <assist@clarksonvalley.org>

Date Wed 6/17/2026 2:21 PM

To Tracy@buildagape.com <Tracy@buildagape.com>

Cc Megan Eldridge <cityhall@clarksonvalley.org>; Paul Mercurio <buildingcommissioner@clarksonvalley.org>

Hi Tracy,

We are in receipt of your permit application, and it has been submitted to our building commissioner for review. Our building commissioner is out of the office this week, so you will receive a response from him next week.

It does appear that the landscaping wall will encroach into the 75' front yard setback. We cannot approve anything built in the setback unless it is first approved by the Board of Adjustment for a variance. Their next meeting is on July 9th, and applications for that meeting must be submitted by 4:30 pm on June 25th. Please let me know if you would like additional information on that process, and I will be happy to provide it to you.

Thanks!

Kelsey Moser

Deputy City Clerk



City of Clarkson Valley

15933 Clayton Road, Suite 105

Ballwin, Missouri 63011

(636) 227-8607

clarksonvalley.org

From: City of Clarkson Valley <cityhall@clarksonvalley.org>

Sent: Wednesday, June 17, 2026 1:52 PM

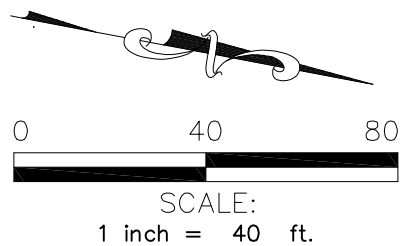
To: Kelsey Moser <assist@clarksonvalley.org>

Subject: New Entry: Building Permit Application

LIMITED AREA TOPOGRAPHIC SURVEY
KEHRS MILL TRAILS PLAT 4

ST. LOUIS COUNTY, MISSOURI

KEHRS MILL ROAD (WIDTH VARIES)



SOURCE OF RECORD TITLE IS
DEED BOOK 21804 PAGE 4036

GENERAL NOTES:

UNLESS OTHERWISE NOTED EASEMENTS SHOWN
HEREON ARE PLOTTED FROM THE RECORD PLAT
AND ARE CONSIDERED TO BE FOR PUBLIC
UTILITIES.

VERTICAL DATUM:

THE SITE BENCHMARK FOR THIS PROJECT WAS
ESTABLISHED USING A CARLSON BRX7 BASE
AND ROVER CONNECTED TO THE MODOT GNSS
REFERENCE STATION NETWORK. ELEVATIONS ARE
REFERENCED TO THE NORTH AMERICAN
VERTICAL DATUM OF 1988 (NAVD 88). THIS
BENCHMARK COMPLIES WITH CLASS III VERTICAL
ACCURACY AS PER MISSOURI MAP ACCURACY
STANDARDS 10 CSR 30-6.020.

CURVE TABLE

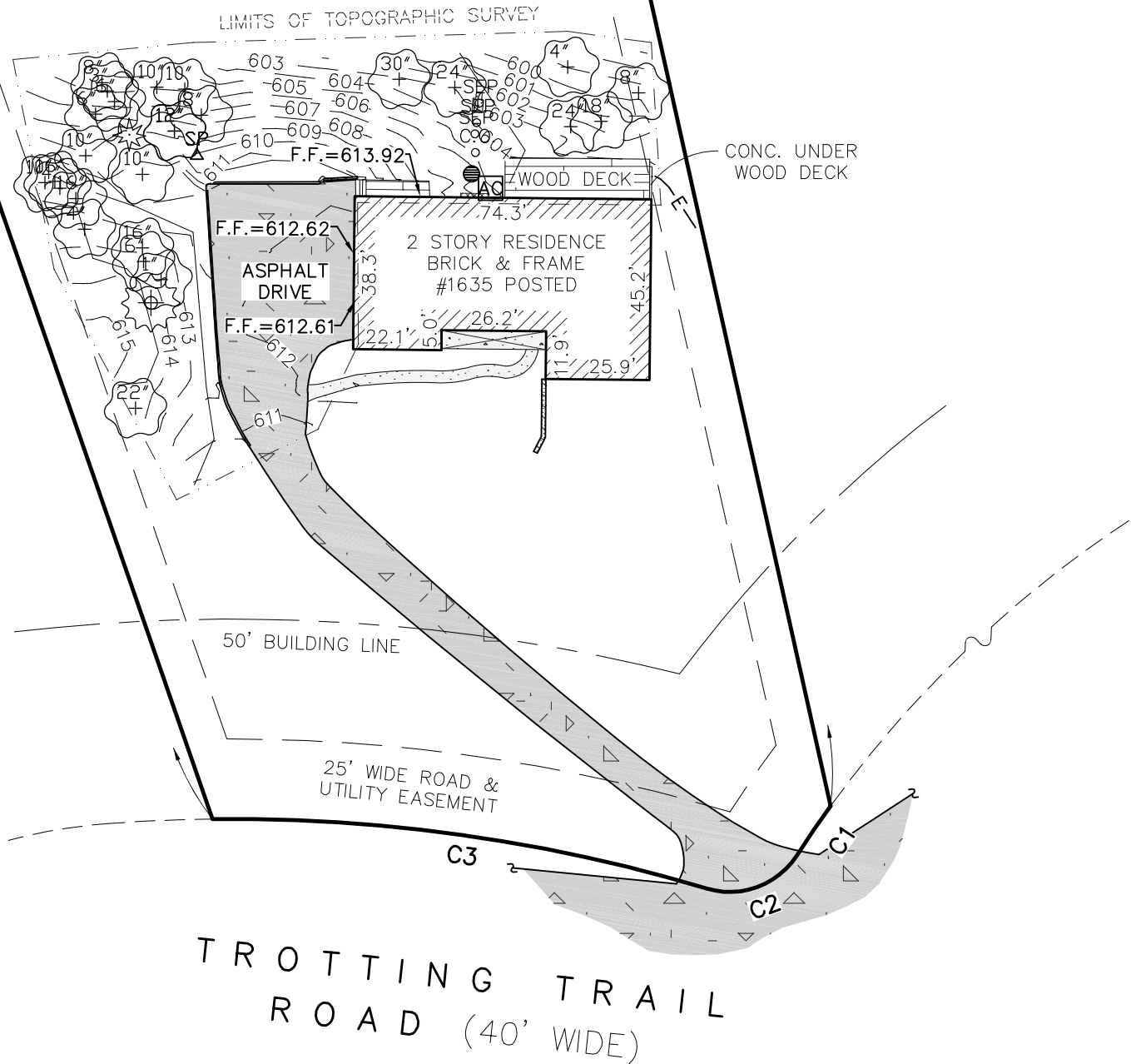
CURVE	RADIUS	DELTA	LENGTH
C1	285.00'	2°59'45"	14.90'
C2	20.00'	73°49'30"	25.77'
C3	415.00'	17°19'20"	125.47'

LOT
74

LOT
75

LOT
76

SITE BENCHMARK
GARAGE FINISH FLOOR
ELEVATION = 612.61



SURVEYOR'S STATEMENT

THIS IS TO CERTIFY AT THE REQUEST OF DONALD G. WILLIS AND KIMBERLY M. WILLIS, WE HAVE DURING THE MONTH OF MARCH 2026, PERFORMED A TOPOGRAPHIC SURVEY ON LOT 75 OF KEHRS MILL TRAILS PLAT 4, A SUBDIVISION RECORDED IN PLAT BOOK 176 PAGE 68 OF THE ST. LOUIS COUNTY LAND RECORDS OFFICE IN ST. LOUIS COUNTY, MISSOURI, AND THE RESULTS OF SAID SURVEY ARE REPRESENTED ON THIS DRAWING:

THIS MAP COMPLIES WITH THE MISSOURI MAP ACCURACY STANDARDS, CLASS III.

IN WITNESS WHEREOF, I HAVE SIGNED AND SEALED THE FOREGOING THIS 20TH DAY OF MARCH, 2026.

copyright 2026 by Marler Surveying Company, INC.

JOB NO.: 2601-010

DRWN BY: D.L.E.

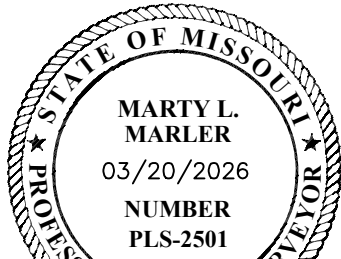
DEPUTY: M.C.

CHK'D BY: M.L.M.

MARLER
SURVEYING COMPANY, INC.

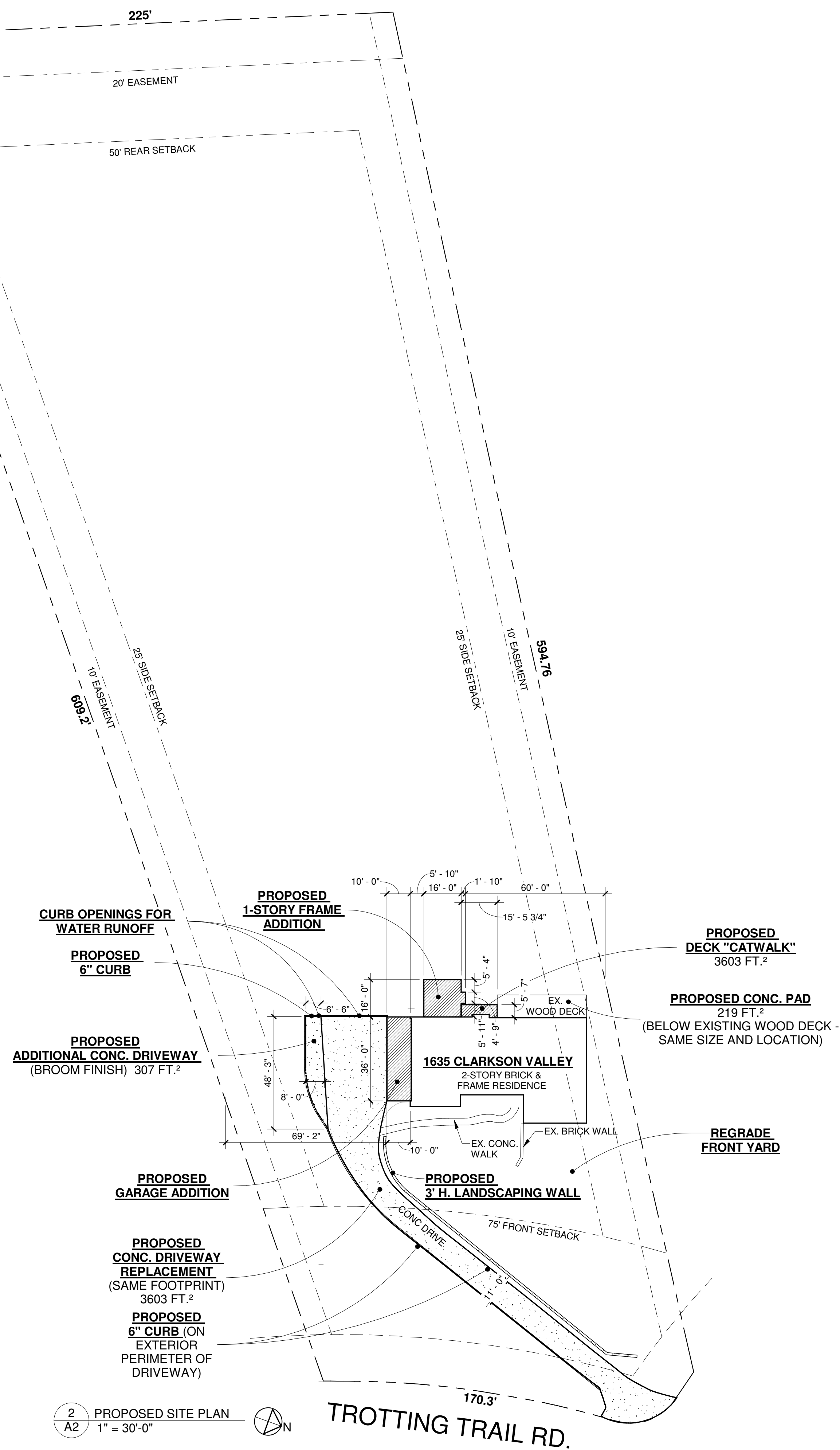
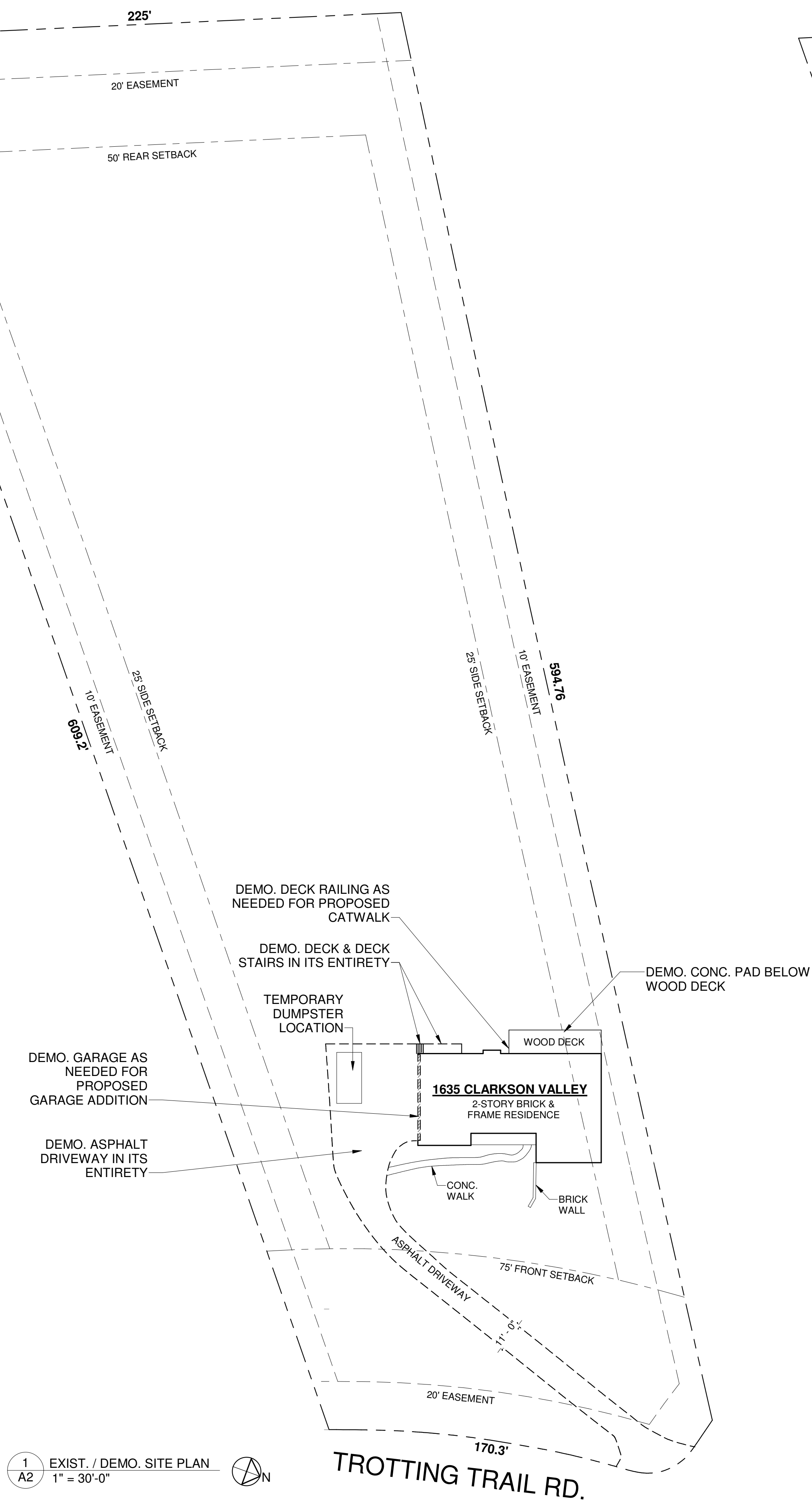
11402 GRAVOIS RD., STE. 200 ST. LOUIS, MO 63126 (314) 729-1001 PH. (314) 729-1044 FAX
402 EAST SPRINGFIELD ROAD, SULLIVAN, MO (573) 468-4684 PH. (573) 860-8606 FAX
email: marler@marlersurveying.net

A TITLE COMMITMENT/POLICY WAS NOT
PROVIDED TO THE LAND SURVEYOR AT
THE TIME OF THE SURVEY.



By:

MARTY L. MARLER
MISSOURI P.L.S. 2501
MARLER SURVEYING COMPANY INC.
MISSOURI CORP. NO. L.S. 347-D



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KEVIN O'BRIEN
PROFESSIONAL ENGINEER
435 EAST CLINTON PLACE
KIRKWOOD, MISSOURI 63122
PHONE: 314.909.9050
FAX: 314.909.9309

TAYLOR HUSTON
REGISTERED ARCHITECT
435 EAST CLINTON PLACE
KIRKWOOD, MISSOURI 63122
PHONE: 314.909.9050
FAX: 314.909.9309



ADDITION & GARAGE REMODEL
FOR
KIMBERLY & GREG WILLIS
1635 TROTting TRAIL ROAD
CLARKSON VALLEY, MO. 63005

PERMIT SET
6 / 15 / 2026

No.	Description	Date

DRAWING TITLE
SITE PLANS - DEMO. & PROPOSED

DRAWN BY:
KJK

CHECKED BY:
KOB

SHEET #

A2

Kim & Greg Willis
1635 Trotting Trail
Chesterfield, MO 63005

06/20/2026

Re: Acknowledgment and Approval of Retaining Wall at 1635 Trotting Trail

Dear Neighbor,

I am writing to confirm your awareness and approval of the retaining wall located at 1635 Trotting Trail. We are replacing and upgrading our driveway. This retaining wall will run along the north side of our driveway. The wall will be built out of 8 inch rockwood block and stand approx. 3 feet tall by 115 feet long. Construction will occur this fall.

As a neighboring owner whose property is adjacent to this, your acknowledgment helps confirm that the wall will be installed with your awareness and consent.

By signing below, you confirm that:

1. You are aware of the retaining wall described above and its location; and
2. You approve of the wall as installed and have no objection to its presence.

Thank you for taking the time to review and sign this letter. Please feel free to contact me at 314-303-4997 or WillisKGLP@yahoo.com with any questions.

Sincerely,



Greg Willis

Acknowledged and Approved by Neighbor:

Printed Name ANDREW & SVETLANA SCRENCHUK

Property Address 1629 BROKEN REINS, CHESTERFIELD

Signature

Date


6-20-26

Kim & Greg Willis
1635 Trotting Trail
Chesterfield, MO 63005

06/20/2026

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Sincerely,



Greg Willis

Acknowledged and Approved by Neighbor:

Printed Name: Cliff & Colleen Aque

Property Address: 1639 Trotting Trail Road, Chesterfield MO 63005

Signature 

Date 6/20/26

Notice of Public Hearing was sent to property owners of the below properties:

- 1. 1624 Broken Reins Court**
- 2. 1640 Trotting Trail Road**

NOTICE OF PUBLIC HEARING

City of Clarkson Valley, Missouri

Notice is hereby given that the Board of Adjustment of the City of Clarkson Valley, Missouri, will conduct a public hearing on Thursday, July 9, 2026, at 6:30 p.m. at 15933 Clayton Road, Suite 300, Ballwin, Missouri, 63011, for a request by:

1. Tracy Winters, Agape Construction, on behalf of Kimberly and Greg Willis, 1635 Trotting Trail Road – Requesting a variance from the Front Yard and Front Building Line requirements to allow a retaining wall to encroach into the front yard located at 1635 Trotting Trail Road.

Attendees may also join the meeting virtually through Zoom:

<https://us06web.zoom.us/j/4576311732?omn=86098296153>

Meeting ID: 457 631 1732

Dial in by phone: (312) 626-6799

Richard Ulrich, Chairman
Board of Adjustment
City of Clarkson Valley

Information regarding this application can be obtained from the City's website at www.clarksonvalley.org, or by calling City Hall at (636) 227-8607.

Memo

To: Chairman & Members of the Board of Adjustment
From: Paul Mercurio, Building Commissioner
cc: Sue McNamara, Mayor
Date: June 29, 2026
Re: Board of Adjustment Variance Request – 1635 Trotting Trail Rd.

This memo addresses the variance request by Kimberly & Greg Willis to allow for the construction of new retaining wall. The proposed project extends into the front building setback lines.

- Along the north front yard of the property, the wall structure encroaches approximately seventy (70') into the 75' front setback. The retaining wall is three feet (3') in height and starts at the curb cut and runs parallel to the driveway. The proposed project is part of a driveway relocation replacement in the general location.

After reviewing the proposed project design and related site work, it appears that the planned improvements are consistent with the character of the subdivision.

In making their decision, the Board of Adjustment should consider the following:

What are the practical difficulties or particular hardships that prevent the strict application of the Zoning Code setback requirements on this property? (Section 405.080 "A" Semi-Rural District Regulations Sub-Section E, Area Regulations and Building Lines.