

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, MISSOURI
TUESDAY, AUGUST 28, 2018**

The Planning and Zoning Meeting was called to order at 6:30 p.m. at Twin Oaks City Hall, 1381 Big Bend Road, Twin Oaks, Missouri. Roll call was as follows:

Members: Roger Loesche, Chairman - yea Dan Wheeler-yea
 Frank Venturella - yea Pat Kelley- yea
 Ray Slama - *absent* Jeff Graves - yea
 Lisa Eisenhauer, Board Liaison - yea

Also Present: Kathy A. Runge, Administrator/Clerk
 Paul Rost, City Attorney
 Tiffany Meyer, BFA
 Steve Cullum, Chris Zoellner, Tim Breece, Dave Sweeney, representing Propper
 Bill Behrens – Warren Signs
 1356 Public House representative

APPROVAL OF THE AGENDA

Member Graves made a motion approve the Agenda, seconded by Member Venturella, Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

Member Graves motioned to approve the Consent Agenda consisting of the Meeting Minutes from October 2, 2017, seconded by Member Wheeler. Motion passed with the unanimous consent of the Commission.

CHAIRMAN AND SECRETARY APPOINTMENTS

Chairman Loesche stated that the Commission had the choice of choosing a Chairman and Secretary by majority vote or secret ballot. The Commission agreed to vote by majority. Roger Loesche was elected Chairman by acclamation. Member Venturella was also elected by acclamation.

NEW BUSINESS

Consideration of Application by Haley Holdings Seven LLC for a Master Signage Plan of a property known and numbered as 1310-1366 Big Bend Square Shopping Center.

Stephen Cullum, with assistance from Bill Behrens, presented the master sign plan to the Commission.

First item of concern for the Commission was the pylon sign. Mr. Behrens showed the “bucket analysis” photos to the Commission. Chairman Loesche had some concerns with the height and location of the sign and how far it was from the intersection. He also stated he felt it was imposing when coming down Big Bend Road. Discussion ensued.

The Commission did not have any concerns about the seasonal banners. Chairman Loesche stated that the sign plan did allow for corporate coloring at night. He stated that you could end up with all kinds of colors. Mr. Cullum assured the Commission that most would be normal colors. Member Venterella stated that a lot of money was used for corporate identity and trademarks. Discussion ensued.

The Commission then discussed the request for 7 % total sizing of the requested facing vs. 5% which was allowed in the City’s sign code. Tiffany Meyer stated that the chiropractor sign was already outside of the 5% allotment. Mr. Behrens pointed out that 7% was the industry standard. Discussion ensued.

The Commission asked if there would be limitations on what could be displayed on the apartment balconies and windows. Tim Breece assured the Commission that all apartments would have blinds and added that the lease was very explicit with regard to bbq pits, signage, holiday lighting, and umbrellas. Attorney Rost stated that it would be easier for Propper to control the building rather than the City.

The Commission returned to the discussion on the pylon sign. Member Eisenhour was concerned that not all the businesses would be displayed; other members were concerned that there would be blank tenant squares on the sign. Discussion ensued. Mr. Breece guaranteed that there would never be a blank tenant square. Chairman Loesche made a motion approving the pylon sign. Seconded by Member Venturella. Motion passed by a voice vote.

There was no objection by the Commission regarding the ground signs.

The Commission then discussed the 1300 street addresses. Member Eisenhour felt having three areas on top of the building were too many. She also did not like the size. Mr. Breece stated that he would not be opposed to making it smaller. After further discussion, Chairman Loesche asked for a roll call vote: Roger Loesche - yea, Jeff Graves – nay, Lisa Eisenhour – nay, Dan Wheeler – yea, Frank Venturella – yea, Pat Kelley – abstain. Motion passed on a roll-call vote.

The Board also agreed that, since the chiropractor’s sign was 7.5%, they would increase to 7.5%.

It was also made clear that the City would not regulate the 1356 Public House's sign – this would be up to Propper.

The following items will be forwarded to the Board of Aldermen:

1. Removal of address numbers from the two locations on the north side facade of the complex
2. Reducing the size of the address number to 3' x 6' on the south elevation facade
3. Removing the language regarding the requirements for channel lettering
4. Adding the requirement for No Blank spaces on the Pylon sign.

It was decided that there was no need for another meeting as long as the items were included when presented to the Board.

Chairman Loesche made a motion to accept the Master Sign Plan as amended, seconded by Member Graves. Roll call was taken: Roger Loesche – yea, Dan Wheeler – yea, Frank Venturella – yea, Jeff Graves – yea, Pat Kelley – yea, Lisa Eisenhaur- yea. Motion passed on a roll-call vote.

MISCELLANEOUS

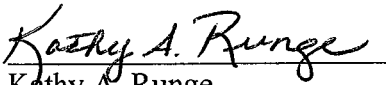
There were no miscellaneous items to discuss.

ADJOURNMENT

Member Kelley motioned to adjourn the meeting at 8:53 pm, seconded by Member Eisenhaur. Motion passed with the unanimous consent of the Commission.

Date of Approval: 11/27/18

ATTEST:


Kathy A. Runge
City Administrator/Clerk


Roger Loesche, Chairman
Planning & Zoning Commission