

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI
TUESDAY, JANUARY 24, 2017**

The Planning and Zoning Meeting was called to order at 6:30 p.m. in the Twin Oaks City Hall, 1393 Big Bend Road, Suite F, Twin Oaks, and Missouri. Roll call was as follows:

Members: Roger Loesche, Chairman - yea Dan Wheeler-yea
 Frank Venturella - yea Pat Kelley– *arrived at 6:40 p.m.*
 Ray Slama - yea April Milne - yea
 Lisa Eisenhower –Board Liaison - yea

Also Present: Kathy A. Runge, City Clerk/Administrator
 Paul Rost, City Attorney
 Mark Naylor, Roberts Group
 Carol Onest, KDG
 Dave Sweeney, Lathrop and Gage

APPROVAL OF THE AGENDA

Chairman Loesche asked for a motion to approve the agenda. Member Slama asked that the topic, MVOB (Motor Vehicle Owned Businesses), be added to the agenda. Chairman Loesche stated it would be added as 6b. Chairman Loesche made the motion to approve the agenda as amended seconded by Member Slama. Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

There was one correction to the October 25th meeting and one correction to the November 7th meeting minutes. Member Slama motioned to approve the Consent Agenda consisting of the corrected Meeting Minutes from October 25, 2016 and November 7, 2016, seconded by Member Wheeler. Motion passed with the unanimous consent of the Commission.

NEW BUSINESS

An application on behalf of Regions Bank for an Amended Preliminary Development Plan for property known and numbered as 1141 Meramec Station Road, Lot 3 of the Twin Oaks Center subdivision, pursuant to Section 400.320 of the Twin Oaks Zoning Code.

Mark Naylor, Roberts Group, presented the Amended Preliminary Site plan along with the East, West, North and South elevations, and the signage plan for the proposed Regions bank. He explained various aspects of the project such as the bio- retention requirements and rain garden, lighting on the parking lot and inside the building, landscaping plan, and

master signage. He pointed out that the building had been upgraded with brick. Discussion ensued.

The members brought up concerns about the site such as the entrance into the site, the monument sign location and height, the lighting and color of the building, and the rain garden/bio-retention area.

Chairman Loesche stated that what worried him the most was coming in off of Big Bend Road into the development and making a right turn. He stated that it could create a traffic nightmare. Discussion ensued about the hazards of turning right into the bank where the bank proposed the entrance to be.

Member Slama asked if the exit onto Meramec Station Road would be moved up across from Shop N Save's entrance/exit. Mr. Naylor stated it was not being considered.

After further discussion regarding the entry into the bank, Member Slama suggested Regions approach DESCO about redesigning the upper intersection area (north-south, east-west internal drives) – specifically directional re-striping, traffic island design, and signage. Discussion ensued.

After further review, the following bullet points were given to the representatives of Regions Bank for their response before the next meeting:

1. Relocate the proposed ingress/egress to the north-south Twin Oaks Center internal drive (shown on the west property line) to north property line to access the east-west internal drive.
2. Discuss with DESCO alternatives for the intersection including striping, traffic islands, traffic control signage, etc., to help improve the traffic flow at the intersection of the north-south and east-west Twin Oaks Center internal drives.
3. Remove chain link fence along retaining wall in right of way on the north side of Big Bend Road and replace with ornamental fencing matching that on the Walgreens Site.
4. Install ornamental lamp posts along south property line matching Big Bend-141 intersection meeting Twin Oaks specifications (Holophane, Washington Post with LED bulbs) and using same spacing as the intersection and dedicated to Twin Oaks to power and maintain.
5. Signage Plan:
 - a. Sign Colors. Section 410.050 (A)(1)(d) – “Colors: Not more than three (3); white letters on black background or black letters on white background when illuminated.” – Applicant’s proposed white letters with green background on the illuminated sign(s) is contrary to the sign code. Applicant will need to either revise or submit a statement of need requesting a modification from the sign code requirements for color. See also, Resolution #26, Section 1(b).
 - b. Sign Height, Monument Sign. Section 410.050 (A)(1)(d) – “Maximum height: Sign shall not exceed five (5) feet in height.” The definition of “height” is the “vertical distance above the ground level of the finished grade measured immediately below

the sign and measured to the highest point of the sign.” A “sign” includes the “sign structure, sign supports, lighting system and any attachments, ornaments or appurtenances.” Therefore, this sign (6’ 7-11/16”) exceeds the height limits. Applicant will need to either revise or submit a statement of need requesting a modification from the sign code requirements.

6. Provide rendering of (or actual photographs of a similar) proposed water quality feature.
7. Provide list of locations of comparable Regions Bank buildings.
8. Provide calculation of green space (open space).
9. Sheet C1.0, General Note #4 shall be corrected to reflect the true owner of the Property.

Member Eisenhauer made a motion to table the Regions review until the next meeting, seconded by Member Venturella. Motion passed with the unanimous consent of the Commission.

MVOB

The Commission discussed the MVOB (Motor Vehicle Owned Business) ordinance. Member Slama stated that it should be reviewed for two possibilities; development of the PNC building or the proposed out lot at Big Bend Square. Member Eisenhauer stated that it may be a good time to get it right during the recodification of the Municipal Code. Chairman Loesche made a motion to postpone the MVOB discussion until recodification seconded by Member Eisenhauer. Motion passed with the unanimous consent of the Commission.

MISCELLANEOUS

Chairman Loesche stated that once the Regions review was completed, it would be good to take time to clean up the zoning code – structurally and philosophically.

ADJOURNMENT

Member Slama motioned to adjourn the meeting at 8:45 pm, seconded by Member Eisenhauer. Motion passed with the unanimous consent of the Commission.

Date of Approval: _____

ATTEST:

Kathy A. Runge
City Administrator/Clerk



Roger Loesche, Chairman
Planning & Zoning Commission