

**PUBLIC MEETING – TENTATIVE AGENDA  
TUESDAY, JANUARY 28, 2014 – 6:30 P.M.  
VILLAGE OF TWIN OAKS – PLANNING & ZONING COMMISSION MEETING  
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF THE AGENDA
5. APPROVAL OF CONSENT AGENDA
  - a. Meeting Minutes of November 12, 2013
6. OLD BUSINESS
  - a. Codification Review of Chapter IV, Land Use
  - b. Review of Parking in Residential Areas
  - c. Commercial Sign Code
  - d. Storage Sheds
7. NEW BUSINESS

None
8. MISCELLANEOUS
9. ADJOURNMENT

  
Kathy A. Runge  
Village Clerk/Controller

POSTED: January 23, 2014; 3:00 PM

**PLEASE NOTE:  
ANY PERSON REQUIRING PHYSICAL OR VERBAL ACCOMMODATIONS  
SHOULD CONTACT THE VILLAGE OFFICE 24 HOURS PRIOR TO MEETING.  
(636-225-7873)**

**MEETING MINUTES OF THE  
PLANNING & ZONING COMMISSION  
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI  
TUESDAY, JANUARY 28, 2014**

The Meeting was called to order at 6:31 p.m. in the Board Room of the Village Office. The Pledge of Allegiance was said. Roll call showed as follows:

Members:     Roger Loesche, Chairman-yea             Tim Stoeckl, Secretary-yea  
                  Shane Caskey-yea                                 Lisa Eisenhauer-yea  
                  Dan Wheeler-yea                                         Frank Venturella-yea  
                  Ray Slama, Board Liaison-yea

Also Present: Robert Hartzog, Village Attorney  
                  Kathy A. Runge, Village Clerk  
                  Sharon Ratliff, Assistant Village Clerk

**Approval of Agenda:** Chairman Loesche requested for a motion to approve the agenda. Member Venturella motioned to approve the agenda as submitted, seconded by Member Wheeler and motion passed with the unanimous consent of the Commission.

**Approval of Consent Agenda:** Chairman Loesche requested for a motion to approve the consent agenda. Member Wheeler motioned to approve Meeting Minutes of November 12, 2013 as presented, seconded by Member Stoeckl and motion passed with the unanimous consent of the Commission.

**OLD BUSINESS**

**Codification Review of Chapter IV, Land Use:** Attorney Hartzog stated that the Village is in the process of updating their entire Village Code with the help of Sullivan Publications. The changes that he requested the Commission to review were mainly changes in State laws that were missed in the interim. Discussion ensued. Member Wheeler motioned to approve and recommend to the Board the discussed changes be codified, seconded by Member Venturella and motion passed with the unanimous consent of the Commission.

**Review of Parking in Residential Areas:** The Commission agreed to make their recommendation to the Board of Trustees with the changes that were approved in the November 12, 2013 Meeting Minutes regarding parking in residential areas. The Commission requested that Village Staff forward their recommendations to the Board.

**Commercial Sign Code:** Chairman Loesche stated that the Commission was to review the pictures that were provided by Village Staff to see if the businesses were compliant to the Commercial Sign Code that was approved in 2011. Each business window sign was reviewed and discussed. Chairman Loesche requested that the Members review the following issues that were discussed and bring their suggestions to the next meeting:

- Review the definition of a window sign

- Review the percentage allowed for a window sign
- Define if permanent window signs and temporary window signs are the same
- Allow one name of a business and counting the other signs with the business name as second sign
- Hours of operation listed one time
- Change the allowable colors to 4 instead of 3
- Not to count OPEN signs as a sign
- Not to include stickers as a sign

The Commission requested that that Village Staff contact other municipalities to see what their requirements are for window signs especially for grocery stores. Member Wheeler motioned to table this discussion, seconded by Member Eisenhauer and motion passed with the unanimous consent of the Commission.

**Storage Sheds:** Member Slama motioned to table the discussion of Storage Sheds until the next meeting, seconded by Member Eisenhauer and motion passed with the unanimous consent of the Commission.

**ADJOURNMENT**

With no further discussion, Member Eisenhauer motioned to adjourn the meeting at 8:34 pm, seconded by Member Caskey and motion passed with the unanimous consent of the Commission of those present.

Drafted By: Sharon Ratliff  
 Sharon Ratliff, CMC/MRCC  
 Assistant Village Clerk

Date of Approval: March 11, 2014

ATTEST:  
Kathy A. Runge  
 Kathy A. Runge  
 Village Clerk

Tim Stoeckl  
 Tim Stoeckl, Acting Chairman  
 Planning & Zoning Commission