


**PUBLIC MEETING – TENTATIVE AGENDA  
TUESDAY, JANUARY 15, 2013 – 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 December 17, 2012
6. NEW BUSINESS
  - a. Determine Definition Recommendations for Parking Pad Width, Connector Width, and Parking Approach in Driveway Code
7. MISCELLANEOUS
8. ADJOURNMENT

  
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Kathleen E. Yahl, MMC/MPCC  
Village Administrator/Clerk

POSTED 3:00 P.M., January 9, 2013

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 15, 2013**

The Meeting was called to order at 6:30 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-absent
	Shane Caskey-yea	Russ Fortune-absent
	Dan Wheeler-absent	Frank Venturella-yea
	Jeff Graves, Board Liaison-yea	

Also Present: Robert Hartzog, Village Attorney  
Kathleen Yahl, Village Administrator

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

**Approval of Consent Agenda:** Chairman Loesche requested a motion for the approval of the consent agenda. Member Venturella motioned to approve Meeting Minutes of December 17, 2012 as submitted, seconded by Member Graves. Motion passed with the unanimous consent of the Commission.

**NEW BUSINESS**

**Review Definitions in Driveway Code**

Chairman Loesche stated that based on what was discussed in the past, he thought the Commission members all agreed on certain aspects that should be stated in the definitions such as made of like material, same elevations, etc. but he wanted to finalize 2 things. First, what the size of the connector should be and second, if a resident is allowed to park on a connector. The Members agreed and referred to the proposed definition of a connector as provided by the Chairman. Discussion ensued on what the members wanted. Next, the conversation included the current definitions of turnaround areas and parking pads. The Members agreed on the following items to be included in the code:

A parking pad should be on the same side as the driveway and only one parking pad shall be permitted per lot.

A parking pad should be a maximum of 12 feet wide.

A parking pad connector shall be no wider than the parking pad.

A parking pad may not extend behind the rear building line of the house.

A parking pad connector shall not extend more than 12 feet from the front building line.

A parking pad connector shall not be used for parking any vehicles.

A turnaround area shall be no larger than 12' x 12' and shall not extend into the 11 foot side yard setback.

Neither a turnaround area nor a parking pad connector shall be used for parking automobiles and or commercial/recreational vehicles and shall not be used for storage.

No property may contain both a turnaround area and a parking pad connector.

The Members discussed current code definitions and what needed to be added or created. Chairman Loesche motioned to create new definitions and make additions to current definitions as follows:

Create a new definition for Parking Pad Connector as follows:

**Parking Pad Connector:** A parking pad connector may be constructed to facilitate access to an otherwise allowed parking pad. The parking pad connector shall be constructed of the same material as the driveway; shall match the elevation of both the driveway and the parking pad to which it connects; and shall be uninterrupted and may, at a maximum, extend parallel to the driveway to no greater a width than the parking pad to which it connects. The parking pad connector cannot be used for parking or storage purposes of any kind; may not extend further than 12 feet from the front building line of the structure to which the driveway leads; and may not be constructed unless a similarly constructed, otherwise allowed, parking pad exists. Thus, stand-alone parking pad connectors without parking pads are prohibited. Should a turnaround area already exists on the property a parking pad connector is prohibited.

Amend current definitions to Parking Pad and Turnaround Area as follows:

**Parking Pad:** A connected addition, to an otherwise allowed driveway, to facilitate the parking or storage of a licensed automobile, commercial and or recreational vehicle behind the front building line of the structure. The parking pad shall be constructed of the same material as the driveway, shall be no larger than 12 feet wide, shall be on the same side as the driveway and shall not extend behind the rear building line of the house. Only one parking pad shall be permitted per lot.

**Turnaround Area:** A connected addition to an otherwise allowed driveway, permitting a vehicle to be backed up and driven forward out of the driveway without having to back down a long driveway or onto a public street. The turnaround area shall be constructed

of the same material as the driveway, shall be no larger than 12' x 12', shall not extend into the 11 foot side yard setback and shall not be used for parking automobiles, commercial and or recreational vehicles, and shall not be used for storage. Should a parking pad connector already exists on the property, a turnaround area is prohibited.

Trustee Graves seconded the motion. Motion passed 4-0. Administrator Yahl stated she would give the minutes of the meeting to Board Liaison Graves to present to the Board at the Board meeting on January 16, 2013.

**ADJOURNMENT**

With no further discussion, Member Caskey motioned to adjourn the meeting at 7:30pm, seconded by Member Venturella. Motion passed with the unanimous consent of the Commission.

Drafted By: \_\_\_\_\_  
Kathleen Yahl, MMC/MPCC  
Village Administrator Clerk

Date of Approval: July 16, 2013

ATTEST:

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Kathleen Yahl, MMC/MPCC  
Village Administrator/Clerk

  
\_\_\_\_\_  
Roger Loesche, Chairman  
Planning & Zoning Commission

ATTEST:

  
\_\_\_\_\_  
Sharon Ratliff, CMC/MRCC  
Acting Village Clerk

DATE:

7-16-13