

**PUBLIC MEETING – TENTATIVE AGENDA  
TUESDAY, SEPTEMBER 10, 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 July 16, 2013
6. NEW BUSINESS
  - a. Review of Parking in Residential Areas
  - b. Determine Which Zones are Applicable for each Definition in the Zoning Code
  - c. Commercial Sign Code
7. MISCELLANEOUS
8. ADJOURNMENT

  
Kathy A. Runge  
Village Clerk/Controller

POSTED: September 6, 2013; 12:00 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, SEPTEMBER 10, 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-yea  
                    Shane Caskey-absent                                      Lisa Eisenhauer-yea  
                    Dan Wheeler-yea    Frank Venturella-yea  
                    Ray Slama, Board Liaison-yea  
                    Dennis L. Whitmore, Chairman Board of Trustees

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

**Approval of Agenda:** Chairman Loesche stated that item 6a) Review of Parking in Residential Areas should be moved under Old Business. Member Slama stated that he would like to add Storage Sheds under New Business. Member Venturella motioned to approve the agenda as modified, seconded by Member Whitmore and motion passed with the unanimous consent of the Commission of those present.

**Approval of Consent Agenda:** Chairman Loesche stated that a corrected copy of the Meeting Minutes of July 16, 2013 was provided for the Commission and then asked for a motion to approve the consent agenda. Member Whitmore motioned to approve Meeting Minutes of July 16, 2013 as presented, seconded by Member Stoeckl and motion passed with the unanimous consent of the Commission of those present.

Chairman Loesche stated that there are several items, that need to be reviewed this fall and in order to organize the current and future items he requested that the Board of Trustees, Village Staff and Commission Members send him a list of items that they feel need to be addressed in the zoning code. Chairman Loesche stated the items could be very specific or more general in nature. When he receives everyone's potential topics, Chairman Loesche stated that he will leave it up to the Commission as to which items warrant attention and prioritize the issues for review.

**OLD BUSINESS**

**Review of Parking in Residential Areas:** Chairman Loesche stated that there are three issues that he feels needs to be addressed with parking in residential areas: 1. Where residents can park. 2. The size of restrictions. 3. Number of vehicles that can be parked. The Commission discussed if changes were made regarding these issues to the code, would they be enforceable or would they be "grandfathered" or would the Village only be able to

regulate the use. Detailed discussion ensued. In the discussion of the Commission, there were different opinions in the interpretation of the code and they discussed bringing Special Council in that specialized in Municipal Zoning to help the Commission understand what would be enforceable regarding parking issues in residential areas. Attorney Hartzog stated he had no objections to bringing in Special Council because of the different opinions from the Board of Trustees and Planning & Zoning Members. Chairman Loesche stated that if the request of funding for Special Council could be put on the next Board of Trustee agenda and is approved, he would write a short bid specification and mail it out to at least 3 possible Zoning Attorneys. Chairman Loesche motioned to table the review of Parking in Residential Areas, seconded by Member Slama and motion passed with the unanimous consent of the Commission of those present.

### **NEW BUSINESS**

**Determine Which Zones are Applicable for Each Definition in the Zoning Code:** Chairman Loesche stated that Chairman Whitmore of the Board of Trustees requested that the Commission review each definition in the zoning code and identify which zone pertained to each definition. Member Slama stated that in the June 5<sup>th</sup> Board Meeting Minutes, the Board reviewed this issue and discussed if this was completed how it would cause multiple ordinance changes. It was suggested that it be discussed with the Attorney and the Codifier and was never brought back to the Board. Discussion ensued. Chairman Loesche motioned to table this discussion and if it is approved to bring in Special Council, this issue could also be addressed, seconded by Member Slama and motion passed with the unanimous consent of the Commission of those present.

**Commercial Sign Code:** The Board of Trustees requested that the Planning & Zoning Commission review the Commercial Sign Code that they approved in 2011 again before Village Staff enforces the businesses to be brought into compliance (which were notified in 2011 that they had to be in compliance no later than December 31, 2012).. Discussion ensued. The Commission requested that Village Staff take pictures of the temporary window signs throughout the Village along with the measurements of the signs of those businesses that are not in compliance and forward to the Commission for their review. Member Venturella motioned to table further discussion with the Commercial Sign Code, seconded by Member Eisenhauer and motion passed with the unanimous consent of the Commission of those present.

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

The Commission discussed the date of the next Planning & Zoning Meeting and it was agreed to meet on Tuesday, November 12, 2013 at 6:30 pm.

**ADJOURNMENT**

With no further discussion, Member Venturella motioned to adjourn the meeting at 9:20 pm, seconded by Member Eisenhower 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: November 12, 2013

ATTEST:

Kathy A. Ringe  
Kathy A. Ringe  
Village Clerk/ Controller

R. Loesche  
Roger Loesche, Chairman  
Planning & Zoning Commission