

**PUBLIC MEETING – TENTATIVE AGENDA  
TUESDAY, NOVEMBER 12, 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 September 10, 2013
6. OLD BUSINESS
  - a. Review of Parking in Residential Areas
  - b. Which Zones are Applicable for Each Definition in the Zoning Code
  - c. Commercial Sign Code
  - d. Storage Sheds
7. NEW BUSINESS

None
8. MISCELLANEOUS
9. ADJOURNMENT

  
Kathy A. Runge  
Village Clerk/Controller

POSTED: November 8, 2013; 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, NOVEMBER 12, 2013**

The Meeting was called to order at 6:36 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-absent

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

**Approval of Agenda:** Chairman Loesche stated he would like to add Discussion of Special Zoning Council under Old Business. Member Venturella motioned to approve the agenda as modified, seconded by Member Eisenhauer and motion passed with the unanimous consent of the Commission of those present.

**Approval of Consent Agenda:** Chairman Loesche requested for a motion to approve the consent agenda. Member Stoeckl motioned to approve Meeting Minutes of September 10, 2013 as presented, seconded by Member Venturella and motion passed with the unanimous consent of the Commission of those present.

**OLD BUSINESS**

**Special Zoning Council:** Chairman Loesche stated that the Board did not agree to fund Special Zoning Council and was not sure where Planning & Zoning stands with making decisions and interpretations without the benefit of Special Zoning Council, especially definition of "Grandfathered". Board Liaison; Member Slama stated that the Board decided not to fund Special Zoning Council due to the fee amount and that they had confidence in Attorney Hartzog's opinion and felt that the Commission could still proceed reviewing as in the past since Officer Maxwell was given the authority to ticket zoning issues.

**Review of Parking in Residential Areas:** The Commission reviewed previous actions taken by both the Commission and the Board of Trustees related to parking in residential areas. The Commission reviewed Village Ordinance 332 from 2010 and agreed by majority vote to make recommendation adjusting where parking can occur. Further, the Commission modified the definition of driveway to diminish some of the confusion of previous attempts. The Commission also clarified issues related to circular driveways. The Commission also reviewed previous recommendations made in Bill 409 from 2012 and agreed that some of

those recommendations, never passed into ordinance by the Board of Trustees, needed to be adjusted. Specifically, the Commission is recommending to the Board that the following be codified.

- a. The Commission recommends that the driveway definition in section 400.080 be deleted and replaced with the following: DRIVEWAY - The surfaced portion of a lot constructed for the purpose of access to a garage/storage area, attached or detached, on a lot or for the purposes of temporary parking. This definition shall not apply to lots within the Village that did not have a garages of November 17, 2010. Lots with circular driveways in place as of November 17, 2010 shall also be exempt from compliance with this definition.
- b. The Commission recommends that the title to Section 400.300 of the Village code be changed to read "SECTION 400.300: OFF-STREET PARKING FACILITIES IN "A" RESIDENTIAL DISTRICTS".
- c. Section 1, parts A, B, and C (see attached) of the previous Bill 409 is again recommended to the Board of Trustees by the Commission without modification.
- d. Section 400.255 Subparagraph C is amended to read: "The turnaround area shall be no larger than 12' x 12', shall not extend into the 11 foot side yard setback, shall not be used for parking recreational vehicles and shall not be used for storage."
- e. Section 400.255 Subparagraph G is deleted in its entirety and a new Subsection G is recommended as follows: "A parking pad connector shall match the elevation of both the driveway and the parking pad to which it is connected, shall be uninterrupted, may, at a maximum, extend parallel to the driveway at no greater a width than the parking pad to which it connects and may not be constructed unless a similarly constructed, otherwise allowed, parking pad exists.
- f. Section 400.255 Subparagraph H is amended to read: "A parking pad shall not extend into the side yard setback of eleven (11) feet, nor beyond the rear building line of the structure unless connected to a existing, already approved garage. It shall not exceed 22' in width and shall be located on the same side of the property as the driveway. Only one parking pad shall be permitted per lot.
- g. Section 400.255 Subparagraph I is deleted in its entirety.

**Determine Which Zones are Applicable for Each Definition in the Zoning Code:** Chairman Loesche motioned to delete this item permanently, seconded by Member Eisenhower and motion passed with the unanimous consent of the Commission of those present.

**Commercial Sign Code:** Chairman Loesche requested that Village Staff send a flash drive or CD to each member of the pictures that were taken of the commercial window signs throughout the Village. Chairman Loesche requested that the Commission review the pictures to see if the businesses were compliant to the Commercial Sign Code that was approved in 2011 and would be discussed at the next Planning & Zoning Meeting. Member

Wheeler motioned to table further discussion with the Commercial Sign Code, seconded by Member Venturella 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 Stoeckl and motion passed with the unanimous consent of the Commission of those present.

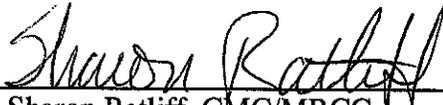
**Codification Review:** Attorney Hartzog stated that the Village Code was being completely reviewed and codified and provided the Commission with a list of zoning changes that were going to be made to Chapter IV. Attorney Hartzog requested that the Members review the changes and asked that "Codification Review of Chapter IV, Land Use" be put on the next Planning & Zoning agenda for discussion.

The Commission discussed the date of the next Planning & Zoning Meeting and it was agreed to meet on Tuesday, January 7, 2014 at 6:30 pm.

**ADJOURNMENT**

With no further discussion, Member Eisenhauer motioned to adjourn the meeting at 9:05 pm, seconded by Member Wheeler and motion passed with the unanimous consent of the Commission of those present.

Drafted By:

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

Date of Approval:

January 28, 2014

ATTEST:

  
\_\_\_\_\_  
Kathy Runge  
Village Clerk

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