

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, MISSOURI
TUESDAY, JULY 28, 2026**

The Planning and Zoning Commission Meeting was called to order at 6:30 p.m.

Members:	Roger Loesche, Chairman	X	Kevin Smith	X
	John Antonacci	X	Lisa Eisenhauer, Alderman	
	Jeff Knox	X	Ryan McGowan	X
	Ray Slama		Russ Fortune, Mayor	X
	Alex Chereji	X		

Also, in attendance was April Milne, City Clerk/Administrator, and Paul Rost, City Attorney.

APPROVAL OF THE AGENDA

Chairman Loesche moved, seconded by Commissioner Antonacci, to approve the Agenda. Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

Commissioner Antonacci moved to approve the Consent Agenda consisting of the meeting minutes from May 26, 2026. Commissioner McGowan seconded the motion and on voice vote, the motion was announced passed.

NEW BUSINESS

Review of Section 400.170 of the City of Twin Oaks Municipal Code Pertaining to Site Development Plans in the “A” Single Family Residential District.

Chairman Loesche opened the meeting by asking Mayor Fortune to inform the commission the reason for this review. Mayor Fortune stated that he had received citizen requests for review of the current code and administrative procedures regarding new developments in the “A” Single Family Residential District. He questioned the number of plan copies required for submission and the timeline needed for the process, including Planning and Zoning Commission review of each application and a public hearing.

Commission members discussed the current administrative procedures as well as current code language to evaluate ways in which the timeline and required documents could be reduced. Mayor Fortune gave an overview of his research into other city’s policies and procedures regarding new development, with some requiring a more intensive reviews by Planning and Zoning or an Architectural Review Board and some allowing for City staff to approve “standard” applications without further review.

Chairman Loesche questioned why the City would want to reduce the current requirements and if that would lead to unwanted developments. Discussion ensued.

The Commission further discussed what authority of review was in the code language and determined that current code was vague and gave little authority to question elements of any development plan submission.

Commissioner McGowan asked if there were any requirements in the code that were more open to interpretation and could be reviewed by Planning and Zoning to request revision if needed before recommendation to the Board of Aldermen. City Attorney Rost and City Administrator Milne noted that the Urban Design Guidelines could be reviewed by Planning and Zoning in this manner. Discussion ensued.

Commissioner McGowan suggested edits to the code that would specify the Planning and Zoning Commission's role in reviewing elements of the Urban Design Guidelines for new developments, assuming the development conforms to all other requirements regarding site plan, setbacks, utilities etc. as reviewed by the City's engineering firm. City Attorney Rost agreed to edit the code to reflect what the commission had discussed, to propose the changes to the Board of Alderman at the next meeting following a Public Hearing and 15 day notice of said hearing.

Chairman Loesche motioned to amend subsections B, C, D and E to clarify that the review by the P&Z Commission be based on the Urban Guidelines, that the public hearing be posted on the property with 14-days' notice (but not newspaper notice), and clarify that properties subject to site plan review not be issued grading permits prior to site plan approval and to allow City Attorney Rost to draft these amendments for presentation to the Board of Aldermen. Commissioner McGowan seconded and upon voice vote, the motion was announced passed.

MISCELLANEOUS BUSINESS

There was no miscellaneous business.

ADJOURNMENT

Commissioner Antonacci moved, seconded by Commissioner McGowan, to adjourn the meeting. Upon voice vote, the motion was announced passed. The meeting adjourned at 7:57 p.m.

Roger Loesche, Chairman
Planning & Zoning Commission

Date of Approval

ATTEST:

April Milne, City Clerk/Administrator