

## **PLANNING & ZONING WORKING SESSION MAY 31, 2023**

The Loch Lloyd Planning & Zoning Commission and the Village Trustees held a working session on May 31, 2023, for the purpose of training recently selected commissioners of the Planning and Zoning Commission. All members of the Board of Trustees (Randy Schultz, Chair, Tony Lafata, Clerk, Stevie Douglas, Wayne Little, and Ruth Withey), and all members of the Planning & Zoning Commission (Andrew Elsberry, Chuck Etherington, Jim Hillman, Mike Hunter, Nate Irwin, John Murphy and Cory Smith) were in attendance. Also present were Chris Shires and Gary Taylor from Confluence, Inc., the urban design and planning consultant hired by the Trustees earlier in the year, and Jonathan Zerr, the attorney for the Village Trustees. In attendance but not participating were approximately [50] Loch Lloyd residents.

Randy Schultz opened the meeting by providing a high-level overview of the training session. He explained the general duties and responsibilities of the Planning & Zoning Commission. He contrasted the duties and responsibilities of the Trustees and the Planning & Zoning Commission with those of the Home Owners Associations. In particular, he explained the governmental considerations involved in Planning & Zoning participation and commissioner activities. He stressed the seriousness and importance of the role of the Planning & Zoning Commission has in assisting the Trustees in executing their responsibilities.

Randy then introduced Chris and Gary, who proceeded to lead a discussion of a PowerPoint deck that they prepared titled "Planning and Zoning Workshop," which has been posted on the Village website and is referred to later as "the Deck." They encouraged active participation throughout their presentation of the Deck.

Chris and Gary reviewed:

- The creation of the planning and zoning function in the Unified Development Ordinance of the Village of Loch Lloyd (UDO).
- The primary duties of the Board of Trustees and the Planning and Zoning Commission as outlined in the UDO and under Missouri's statutes.
- The meeting requirements (quorum, voting requirements, the applicability of the Missouri Sunshine Law, etc.), meeting tips (smooth administration, maintaining meeting decorum, etc.) and discussed some applicable Missouri case law. (An in-depth discussion of Missouri's Sunshine Law ensued.)
- The conflicts of interest that must be avoided. (An in-depth discussion of conflicts of interest ensued.)
- The distinction between legislative decisions versus administrative

decisions and why the distinction matters.

- The zoning amendment process and various permissions the commission may grant or may be asked to grant.

They then discussed the role that a comprehensive land use plan can have in assisting the zoning process. They explained that unlike zoning decisions, which are regulatory in nature, a comprehensive plan is a statement of policy that serves as the basis for analyzing future land use (rezoning) requests. They described what is customarily contained in a comprehensive plan and the process by which it is created. They view this process as an important requisite to considering any major rezoning effort.

They concluded by discussing a possible schedule of a three-phase planning process, which they intend to finalize and circulate in the near future.

It should be noted that the trustees and commissioners engaged in on-going questions and answers, and other relevant discussions, with the presenters and Mr, Zerr, throughout the workshop.

With no further business scheduled or suggested, the meeting was concluded.