

# The City of Clayton Planning & Zoning & You

Clayton voters set up a rigorous review process for residential and commercial development, including opportunities for public input. Residents on several boards, with the support of professional planners and staff, ensure projects contribute to a community that is sustainable, well-designed, and prosperous. All plans requiring public review are posted online. All commission and board meetings are open to the public, and every meeting includes time for public comment. Board members consider those comments and written statements in making their decisions.



## ALL projects must be reviewed by city staff:



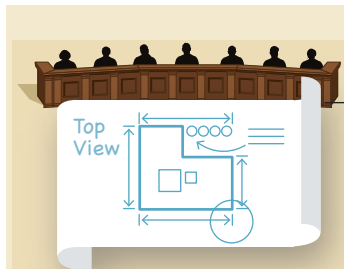
### Clayton Planning & Development staff review

**Planning professionals** review plans to ensure they meet Clayton ordinances, zoning requirements and development goals. Depending on the project, the plans may require further review and approval by the Plan Commission/Architectural Review Board (PC/ARB) and the Board of Aldermen, with the staff advising the residents serving on those boards. Any plans undergoing formal review by the planning staff are also made available to the public.

## How residents can participate

**View the plans** online at [www.claytonmo.gov/pendingapplications](http://www.claytonmo.gov/pendingapplications) or in-person at City Hall. Contact the Planning Department at 314-290-8453.

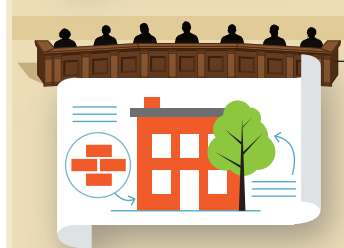
## SOME projects may need to be reviewed and approved by the PC/ARB...



### Plan Commission/Architectural Review Board

**Made up of volunteer residents and the city manager, the Plan Commission** reviews site plans, including how much of the lot is covered by the building, driveways and parking spaces; plans for trash bins, HVAC placement, and managing stormwater; landscaping and tree replacement; and how plans minimize nuisances to neighbors. It also makes recommendations to the Board of Aldermen on rezoning requests.

**Receive agendas** by email. Sign up at [claytonmo.gov/connect](http://claytonmo.gov/connect). Neighbors within 200 feet of a project will receive a printed copy of the agenda in the mail.



The same residents, often at the same meeting, then turn to review the plans as the **Architectural Review Board**. They ensure new construction meets quality standards and in general fits with the style and design of the surrounding community. They consider several criteria, including material types and quality, appearance, the building's shape, and if it is compatible with adjacent structures.

**Attend PC/ARB meetings**, usually first and third Mondays at City Hall at 5:30 pm.

**Express your thoughts.** Each project's review includes a time for public comment. Or you can write to the board in advance.

**Most decisions of the PC/ARB are final. Some, however, might be appealed to the Board of Aldermen**

## SOME projects may also need approval by the Board of Aldermen



### Board of Aldermen

Any development that asks to change zoning law must be approved by the aldermen. The six aldermen and the mayor also consider any request for tax incentives (called abatements), and hear appeals of decisions by the Plan Commission and Architectural Review Board. In reaching their conclusions, the aldermen consider recommendations of city staff, the PC/ARB, as well as comments of other residents and how projects fit into Clayton's long-term plans.

**Receive agendas** by email. Sign up at [claytonmo.gov](http://claytonmo.gov).

**Attend aldermen meetings**, usually second and fourth Tuesdays at City Hall at 7 pm.

**Express your opinion** during a portion of each meeting set aside for public comment or write to the board in advance.



You are encouraged to contact the Mayor, City Manager or Aldermen directly at any point in the process.