



# VILLAGE OF TWIN OAKS

1393 Big Bend Road, Suite F • Twin Oaks, MO 63021  
(636) 225-7873 • fax (636) 225-6547 • [www.vil.twin-oaks.mo.us](http://www.vil.twin-oaks.mo.us)

## FENCE PERMIT APPLICATION

Application Fee: \$25.00

DATE: \_\_\_\_\_

PROPERTY OWNER'S NAME: \_\_\_\_\_

PROPERTY OWNER'S ADDRESS: \_\_\_\_\_

PROPERTY OWNER'S PHONE: \_\_\_\_\_

PROJECT ADDRESS (IF DIFFERENT FROM ABOVE): \_\_\_\_\_

SIGNATURE OF PROPERTY OWNER: \_\_\_\_\_  
(IF DOING PROJECT YOURSELF)

COMPANY/CONTRACTOR NAME: \_\_\_\_\_

CONTRACTOR'S ADDRESS: \_\_\_\_\_

CONTRACTOR'S PHONE: \_\_\_\_\_

SIGNATURE OF CONTRACTOR: \_\_\_\_\_  
(IF PROJECT PERFORMED BY CONTRACTOR)

TYPE OF CONSTRUCTION:       NEW                       REPLACEMENT                       REPAIR

COLOR OF FENCE: \_\_\_\_\_ MATERIAL USED: \_\_\_\_\_

LOCATION OF FENCE: \_\_\_\_\_ FENCE DIMENSIONS: \_\_\_\_\_

ATTACH: Detailed plans and other necessary information to determine the location and compliance with all applicable regulations.

### \*\* FOR OFFICE USE ONLY \*\*

Application Fee: \_\_\_\_\_ Amount Received: \_\_\_\_\_ Date Received: \_\_\_\_\_

Cash/Check: \_\_\_\_\_ Administrator Signature: \_\_\_\_\_

**SECTION 515.010: DEFINITIONS**

As used in this Chapter, the following terms shall have the meanings ascribed to them:

**DIVISION FENCE OR DIVISION SCREEN:** Any partition erected parallel to and/or along a property line and setting off the property of one (1) person from that of another or otherwise constructed for the purpose of shielding property from trespass or view.

**PERSON:** Any person, firm, partnership or corporation whether as owner, tenant, occupant or lessee of any real estate in the Village or as the contractor or subcontractor of such owner, tenant, occupant or lessee.

**WALL:** A solid exterior partition designed to act as a retaining wall.

**Section 515.020: CERTAIN USES PROHIBITED**

No person shall permit any fence erected or maintained on premises owned, occupied or leased by him/her to be used for advertising purposes.

**SECTION 515.030: PERMIT REQUIRED FOR ERECTION OR ALTERATION**

A. No person shall erect or alter any fence, screen, wall or other exterior partition in the Village without first filling an application with and receiving a permit from the Building Commissioner for the erection of such fence, screen or wall. Such application shall be filed upon forms provided by the Building Commissioner and shall clearly show the type of fence, screen or wall proposed to be erected, the material of which it is to be constructed and the location where is to be erected.

B. No permit shall be required for the erection or alteration of an exterior wall less than two (2) feet in height.

**SECTION 515.040: PERMIT FEE**

An application for a permit under the provisions of this Chapter shall be accompanied by a fee of twenty-five dollars (\$25.00) to cover the cost of the permit and inspection of the fence, screen, wall or exterior partition proposed to be erected. (Ord. No. 78-4 §4, 6-21-78; Ord. No. 219 §1, 7-19-06)

**SECTION 515.050: CLOTH, CANVAS OR SIMILAR MATERIALS PROHIBITED -- CHAIN LINK FENCES TO BE VINYL COVERED -- OTHER FENCES TO BE OF NATURAL OR EARTH-TONE COLOR**

A. No person shall erect or maintain any division fence or screen, in whole or in part, of cloth, canvas or other like material.

B. All chain link fences and posts shall be vinyl covered and green, black or brown in color.

C. All other division fences and screens constructed or maintained within the Village shall be of natural or earth-tone color, as approved by the Building Commissioner.

**SECTION 515.060: HEIGHT RESTRICTIONS**

A. No person shall erect or maintain any division fence or screen or any other fence, wall, screen or exterior partition, no matter how built or of what material constructed, which exceeds eight (8) feet in height.

B. No person shall erect or maintain any solid division fence or screen of approved material which exceeds six (6) feet in height; provided however, that a division fence or screen of wood or metal not exceeding eight (8) feet in height may be erected if such topmost two (2) feet of fence or screen is penetrated with openings at regular intervals or latticed so that the combined area of openings shall be at least fifty percent (50%) of the actual surface of top (2) feet of such fence or screen.

**SECTION 515.070: NON-CONFORMING FENCES**

Division fences, screens or exterior partitions which do not conform to the provisions of this Section but which are in place prior to the effective date of this Chapter (June 21, 1978), may continue in existence, provided however, that in the event any such non-conforming fence, screen or partition shall be damaged or destroyed or shall decay to the extent that repairs thereto are required in an amount exceeding one hundred dollars (\$100.00), including labor and materials, then said fence, screen or partition shall be altered and reconstructed in conformity with the provisions of this Chapter, including those Sections hereof requiring the issuance of a permit.

**SECTION 515.080: MAINTENANCE**

In order to protect the property rights and values, public health, safety, morals and general welfare of all citizens within the Village of Twin Oaks, fences must be kept in good repair and if of a type other than chain link or similar non-rusting material, properly painted or preserved. The owner shall repair, paint, remove or otherwise attend to any fence if it becomes unsightly or a menace to public safety, health or welfare. The Building Commissioner is hereby empowered to issue notices to property owners to comply with this Section. Owners will be given a reasonable time to comply with this Section, but not to exceed ten (10) days except that a longer period may be given at the discretion of the Building Commissioner if such compliance would work an undue hardship.

**SECTION 515.090: PENALTY**

Every person erecting, maintaining or altering any fence, screen, wall or exterior partition in violation of or contrary to the requirements of this Chapter, and every person who shall fail, neglect or refuse to observe the requirements of this Chapter or violate the same shall be guilty of a misdemeanor and upon conviction thereof shall be subject to a fine as specified in Section 100.100 in addition to paying the costs of prosecution. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.