



# 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)

## “A” SINGLE-FAMILY DWELLING DISTRICT; “B” SINGLE-FAMILY ATTACHED DWELLING DISTRICT; AND “D” PARK DISTRICT APPLICATION FOR RESIDENTIAL SITE DEVELOPMENT PLAN

*Site Development Plan Approval is required in situations outlined in §§400.170.A (“A” Single-Family Dwelling District Regulations), 400.220.A (“B” Single-Family Attached Dwelling District Regulations) and 400.350.A (“D” Park District Regulations) of the Village Zoning Code. **Eighteen (18) copies** of the Site Development Plan and any accompanying documents shall be submitted, and shall be in conformance with all general application requirements, including all application fees. (Please type or print in ink below)*

### INFORMATION CONCERNING APPLICANT:

Applicant hereby submits the following information concerning the use or development proposed:

**Site Location/Address:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

Represented by (if Applicant is a business entity): \_\_\_\_\_ Title: \_\_\_\_\_

Full Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Fax #: \_\_\_\_\_

**Name of Property Owner:** \_\_\_\_\_

Full Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Fax #: \_\_\_\_\_

**Name of Developer:** \_\_\_\_\_

Full Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Fax #: \_\_\_\_\_

**Name of Architect and/or Engineer:** \_\_\_\_\_

**Describe types of use(s) activities proposed** (attach additional sheet, if required): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### SITE DEVELOPMENT PLAN SUBMISSION REQUIREMENTS:

1. **Site development plans(s) prepared by a licensed professional architect, engineer or land surveyor and containing or depicting:**

- Existing and proposed site grades identifying grade changes and cut and fill areas at a minimum contour interval of two (2) feet or one (1) foot where average slopes are three percent (3%) or less
- Existing landscape and natural features showing location of all woodlands, trees, major vegetation, streams and watercourses, as well as means to be taken to preserve or minimize impact on these areas
- All existing and proposed uses and buildings

- Sidewalks and walkways
- Driveways, existing and proposed curb cuts, vehicle lanes and parking areas
- Means for the provision of water, sanitary sewerage, storm drainage, electric and natural gas services, and telephone and telecommunications services including cable facilities
- Existing and proposed easements and dedications
- Building plans and elevations depicting exterior materials and treatments; height, bulk and locational relationships
- Other information as requested by the Planning and Zoning Commission or the Board of Trustees

2. **To facilitate review by the Village, the applicant may also submit:  
(please check ✓ if applicable)**

- Exterior building sketches and elevations** depicting the general style, size and exterior construction materials of the buildings proposed. Where several building types are proposed on the plan, such as apartments and commercial buildings, a separate sketch should be prepared for each type. Such sketches shall include elevation drawings, but detailed drawings and perspectives are not required.
- Schedules** indicating floor area, site area, coverage, parking spaces, proposed plant materials by type, size and quantity, land use intensity and other qualities specified in the applicable zoning district regulations.

**Representations Concerning Compliance with Laws**

I, the undersigned, have read this application in its entirety and the information contained herein is true, and correct and complete to the best of my knowledge, information and belief. I hereby represent that the property and the activities proposed to be conducted thereon do not and will not violate any ordinance of the Village of Twin Oaks or the laws of the State of Missouri. Applicant acknowledges that failure to truthfully complete this Application or failure to comply with all laws may result in revocation of relevant approvals or permits.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Verification by Owner**

If the application is submitted on behalf of an owner of property or by a tenant for property owned by a person or entity other than the tenant, the owner must verify that the owner has read the application and consents to its review and possible approval by the Village.

The undersigned hereby acknowledges that she or he has read the application, understands that the application seeks approval of a site development plan for the property, and consents to its submission to Village review and possible approval.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

**Application Fees: \$650.00**

Date of Board of Trustees' Decision: \_\_\_\_\_  Approved  Disapproved

Amount Paid: \$ \_\_\_\_\_ Cash/Check #: \_\_\_\_\_ Date Rec'd: \_\_\_\_\_