



# CITY OF TWIN OAKS

1381 Big Bend Road • Twin Oaks, MO 63021  
(636) 225-7873 • fax (636) 225-6547 • [www.cityoftwinoaks.com](http://www.cityoftwinoaks.com)

## APPEAL TO THE BOARD OF ADJUSTMENT

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

PROPERTY OWNER: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

ADDRESS OF PROPERTY: \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ EVENING PHONE: \_\_\_\_\_

A variance can only be granted when, by reason of exceptional narrowness, shallowness or shape of a specific piece of property or by reason of exceptional topographical conditions or other extraordinary or exceptional situation or condition of a specific piece of property, which condition is not generally prevalent in the neighborhood, the strict application of the area regulations of this Chapter would result in peculiar and exceptional practical difficulties or exceptional and undue hardship upon the owner of such property.

For details of the Board's authority to grant a variance, see Sections 400.560-400.610 of the City Code. Please note that use of requested space, either interior or exterior is not a basis for the Board of Adjustment to grant a variance.

Explanation for Applicant's Appeal: *(Use back of application if needed)*

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The Board of Adjustment will schedule a meeting to review this request upon the publishing of a 15-day public notice. The following items must be submitted before a notice is published and a meeting is scheduled:

- Application and fee (**see Section 400.500 of City code for details**)
- Eight (8) copies of scaled drawings to include an existing survey, site plan and all construction drawings/elevations.
- Photographs of both the owner's property and the adjacent property or properties relevant to the property line and setback requirements in question. Photographs should include existing structures and other existing site improvements relevant to the property line.

Signature of Petitioner: \_\_\_\_\_

Print Name: \_\_\_\_\_