

**TWIN OAKS BOARD OF ALDERMEN  
NOTICE OF WORK SESSION  
TWIN OAKS CITY HALL  
WEDNESDAY, FEBRUARY 16, 2022, 6:15 P.M.  
TWIN OAKS, MO 63021**

To balance both the need for continuity of government and protection of the health and safety of our residents, business persons and employees, this meeting of the Board of Aldermen will be open to public attendance in person, providing that those who attend wear face coverings and maintain social distancing.

In addition, the meeting will also be livestreamed on Facebook so that the public may watch and listen to the meeting virtually. The livestream of the meeting will be accessible by tablet/laptop/PC or mobile device at [www.facebook.com/twinoaksmo](http://www.facebook.com/twinoaksmo).

The Board apologizes for any inconvenience these requirements may pose but it is extremely important all measures in compliance with the orders issued by public health authorities be taken to protect employees, residents, and elected officials during these extraordinary times.

TENTATIVE AGENDA

1. Code Enforcement Process
2. Adjournment

Frank Johnson  
City Clerk/Administrator

POSTED: February 14, 2022, 3 p.m.

**Please note:** Any person requiring physical or verbal accommodations should contact the city office 12 hours prior to meeting at 636-225-7873. Copies of public records for this agenda are available for public inspection before and at the time of the meeting.

# Zoning Enforcement Issues for Residential Areas

## Parking Regulations

- Driveways must be made of hard or porous-surfaced materials. No new gravel driveways are allowed, but existing gravel driveways may be maintained.
- Circle drives are allowed, provided they meet certain requirements. Each curb cut can't exceed 13' in width and they must be at least 50' apart. In practice, this limits circle drives to larger lots.
- Unlicensed and inoperable vehicles must be parked or stored within an enclosed structure.
- No more than two (2) recreational vehicles can be stored outside on a lot, and they must be parked on a driveway behind the front elevation line.
- Vehicles must be parked on a driveway.
- Following vehicles are not permitted to be parked in residential districts:
  - "Heavy-duty" commercial vehicles.
  - Any non-recreational vehicle with a gross vehicle weight rating of 14,000 lbs or more.
  - Any vehicle or trailer more than 27' in length.
- New driveways must meet setback requirements. The side yard setback is 1 foot for lots up to 10,980 square feet, 3 feet for up to 21,780, 6 feet for up to 43,560, and 10 feet for greater than 43,560.
  - Existing driveways that don't meet these requirements may be maintained.

## Sign Regulations

- Permanent and certain temporary commercial signs require a sign permit. The fee is \$50.
- Temporary signs can be left in place for up to 6 months. After that point, it's considered a permanent sign. In most cases, that would mean it would have to be taken down.
- Permanent Signs Allowed
  - One (1) wall sign, non-illuminated and not larger than 288 square inches.
  - Any sign allowed by law or public safety (addresses, "Beware of Dog", etc.), not larger than 4 square feet.
- Temporary Signs Allowed. All temporary signs
  - Up to four (4) yard signs. Size limits depend on the type. Stake signs are limited to 6 square feet (3' max height), frame signs limited to 6 square feet (4' max height), post and arm sign limited to 9 square feet (6' max height).
  - One (1) banner, not larger than 2' by 10' and limited to 10 days.
  - Balloons.
- In addition, homes may display up to two (2) flags. Ground-mounted flagpoles require a building permit to be erected.
- Prohibited signs: Banners exceed the allowed size, billboards, flashing lights, moving or animated signs, illuminated signs, roof signs, signs in a public ROW, signs that are in disrepair or hazardous, signs have more than two sides, projecting signs, signs painted directly on any wall, signs obstructing vision at intersections.

### **Accessory Structures/Buildings — “A” District**

- Each residential lot can have one (1) accessory building. There is no limit specified for the number of accessory structures.
  - Accessory buildings are defined as fully enclosed and roofed buildings, such as sheds.
  - Accessory structures are defined as “a structure which is clearly customarily incidental and subordinate to the principal building or use.” Examples are gazebos, pergolas, unenclosed outbuildings, pavilions, arbors, playground equipment.
  - Decks that are attached to the principal building are considered part of the principal building and not accessory buildings. Decks must comply with the setback regulations that pertain to principal buildings, which are 35’ front, 11’ side, and 50’ rear.
- Each residential lot may also have one (1) of the following accessory uses:
  - Doghouse or dog run (max 50 square feet, 6’ height)
  - Swimming pool (max 1,000 square feet of water surface area, 4’ height)
  - Attached garage (max 700 square feet, 35’ height)
  - Detached garage (max 700 square feet, 35’ height)
- No accessory building, structures or uses may be located in a front yard. They also must meet specific setback requirements, which vary based on the size of the lot.
  - Up to 21,780 square feet      11’ side yard      5’ rear yard
  - Up to 43,560 square feet      16.5’ side yard      7.5’ rear yard
  - Greater than 43,560      22’ side yard      10’ rear yard
- Accessory buildings have the following limits, based on lot size:
  - Up to 10,980 square feet      960 cubic feet      12.5’ height
  - Up to 21,780 square feet      1,440 cubic feet      12.5’ height
  - Up to 43,560 square feet      1,960 cubic feet      12.5’ height
  - Greater than 43,560      3,072 cubic feet      12.5’ height
- For example, a shed that is 12’ high could have a floor area of 10’ x 8’ on a 10,980-square-foot lot, 10’ x 10’ on a 21,780-square-foot lot.
- Carports are prohibited.

### **Accessory Structures/Buildings — “B” District**

- Each residential lot can have one (1) accessory building. Accessory structures are not expressly allowed.
  - Accessory buildings are defined as fully enclosed and roofed buildings, such as sheds. They are limited to 144 square feet in size and 8’ in height.
  - Decks that are attached to the principal building are considered part of the principal building and not accessory buildings. Decks must comply with the setback regulations, which state that no principal building can be located within 25’ of another or within 30’ of a curb line.
- Each residential lot may also have one (1) of the following accessory uses:
  - Doghouse or dog run (max 50 square feet, 6’ height)

- Swimming pool, in conjunction with a single-family dwelling (max 1,000 square feet of water surface area, 4' height)
  - Attached garage (max 700 square feet, 35' height)
  - Detached garage (max 700 square feet, 35' height)
- No accessory building or uses may be located in a front yard. They also must be set back at least 11' from any side lot line and 5' from any rear lot line.
- Carports are prohibited.

# Public Health, Safety and Welfare Nuisances

## General Nuisances

- The city code defines a list of various general nuisances that impact public health. It provides a non-exhaustive list of 24 such nuisances, including:
  - Ponds or pools of stagnant water.
  - Carcasses of dead animals.
  - Accumulations of debris of any kind – weed cuttings, fallen trees, lumber not stacked 12 inches off the ground, rocks or bricks, metal, derelict car parts, broken furniture, garbage, etc.
  - Garbage cans or waste containers that do not prevent the entry of flies, insects and rodents.
  - Aboveground storage tanks or other containers for gasoline or volatile fluid.
  - Open burning of leaves and residential brush as prohibited by state law.
  - Leaking/cracked lateral sewer lines.
  - Abandoned, discarded, or unused objects or equipment, including but not limited to, automobiles, furniture, and household appliances.
  - Anything that violates the property maintenance code.

## Excessive Weeds and Vegetation

- Separately, the code states that no person shall permit grass or “rank vegetation” to grow more than 12” high.
- Grass and non-noxious vegetation may exceed 12” if it either A) meets the definitions of a “Woodland” as determined by the Code Official and in consultation with the City’s community forest manager or B) is a native plant landscape in conformance with a landscape plan prepared by a landscape architect and in accordance with official guidelines published by the Missouri Prairie Foundation.
- Code contains a process for providing a hearing on the nuisance and issuing an order of abatement. Similar to that for general nuisances but with shorter timelines for each step.

## Hours of Construction

- Limited to 8 a.m. to 8 p.m. on any day of the week. Exceptions for emergency situations. No earthwork-related, heavy construction is allowed on Sundays.

## Solid Waste Storage and Collection

- Containers cannot be placed out before 6 p.m. the day before the collection. They must be removed from the curb no later than 8 p.m. on the day of the collection.
- Containers must be stored behind the front building elevation line.
- Waste Collection can only occur between the hours of 8 a.m. and 8 p.m.

## Temporary Storage/Dumpsters

- A temporary storage or disposal container with a volume of six (6) cubic yards or more requires a permit if it is situated outdoors for more than 24 hours.
- No more than one (1) such container at a residential address at a time.
- Dumpsters can remain on the property for the duration of a permitted construction project.
- Storage-type (pod) containers are limited to two (2) months.

# Property Maintenance and Building Code Violations

## Property Maintenance Code Violations

The City has adopted by reference the International Property Maintenance Code and has contracted with St. Louis County to enforce that code along with the other building codes for the City. Very generally speaking, the property maintenance code is similar to the public nuisance provisions of the Twin Oaks code and mandates that all property in the City must be maintained, kept in a state of good repair, and be free from hazardous conditions. It has a lot of detail on what exactly this means.

While the property maintenance code deals with both the exterior and interior of a property, the City normally is looking at the exterior of the property and structure when enforcing the property maintenance code. The interior portions are focused on mechanical, electrical and plumbing issues. These issues are best addressed during occupancy inspections. The list below focuses more on the exterior issues that can be more readily assessed and addressed by the City.

### Highlighted Examples of Property Code Requirements

- Property must be graded and maintained to prevent the erosion of soil and the accumulation of stagnant water.
- Sidewalks, stairs, driveways, and parking spaces must be kept in a proper state of repair and free from hazardous conditions.
- Accessory structures shall be maintained structurally sound and in good repair.
- Property must be kept free from “unsafe conditions.” These include:
  - Siding and masonry joints that are not maintained, weather resistant or water tight.
  - Exterior walls that are not free of holes, cracks, breaks, or loose or rotting materials.
  - Roofing that admits rain or has inadequate drainage.
  - Exterior stairs, decks, and porches that are not structurally sound.
- Exterior surfaces must be maintained in good condition. Wood surfaces must be protected with paint or other protective covering or treatment. Peeling, flaking and chipped paint must be eliminated and surfaces repainted.
- Soils, concrete, aluminum, masonry, steel, and wood components of a structure can be determined unsafe if they are found to be subject to certain defined conditions, such as fractures, corrosion, cracking, deformation etc.

## Other Twin Oaks Building Code Provisions

### Fences

- Allowed fences:
  - “A” District — Powder-coated anodized aluminum or galvanized steel in black or earth tones; wood, including composite wood in natural colors; decorative wrought-iron in black or earth tones; decorative stacked fence; stone or brick fence.
  - “B” District — Wood, including composite wood in natural colors; powder-coated/vinyl-clad chain-link fencing (tennis courts only).
- No new chain link fences are allowed. Existing chain link fences may be maintained.

- However, if the fence is damaged or decayed to the extent that the cost of restoring exceeds 50 percent of the cost of a new fence, then the fence must be altered/reconstructed in conformity with current regulations.
- Fences may not be used for advertising purposes, are not allowed in front yards, and are limited to 8' in height.
- Fences constructed of wood must have the finished facing the neighboring homeowner.
- Line fence posts must be set at a depth of 2' and terminal posts must be set in concrete at a depth of 3'.

**Site Work**

- ANY fill, grade, or excavation on any portion of a lot requires a site work permit. Fee is \$25. Exceptions are:
  - Grading for the foundation or basement of any building, structure or swimming pool for which a building permit has been issued.
  - Grading in connection with an approved subdivision.
  - If a ROW permit or land disturbance permit is required. Land disturbance permits are required for larger grading or excavation projects, and are reviewed by St. Louis County.
- Includes driveway and sewer lateral repairs. Driveway work must meet the requirements of the zoning code.

**Permit Requirements**

See the chart below for a summary of when permits are required. These are mostly determined by the building codes, unless the zoning code specifies otherwise (such as for fences).

Project Type	Permit Required?	Permit Type
<b>Accessory Structures/Buildings</b>		
If less than 120 square feet in area and 10 feet in height	No	--
If greater than 120 square feet in area and 10 feet in height <ul style="list-style-type: none"> <li>● Size and height limits apply, see sections <a href="#">400.130</a> and <a href="#">400.190</a> of city code</li> </ul>	Yes	Building
Outdoor Fireplaces or Kitchens	Yes	Building
<b>Basements</b>		
Finishing a Basement	Yes	Building
Repairing Foundations/Waterproofing	No	--
<b>Decks</b>		
New Deck	Yes	Building

Repair of Existing Deck -- Less than 50%	No	--
Repair of Existing Deck -- More than 50%	Yes	Building
<b>Driveways</b> <ul style="list-style-type: none"> <li>See <a href="#">section 400.270</a> of city code for details.</li> </ul>	Yes	Site Work
<b>Fences</b>	Yes	Fence
<b>Garages</b>	Yes	Building
<b>Interior Remodels</b>	Yes	Building
<b>Patios</b>	Yes	Site Work
<b>Pools</b>		
Water depth of less than 24 inches and water volume of less than 5,000 gallons	No	--
Water depth of more than 24 inches and water volume of more than 5,000 gallons	Yes	Building
<b>Retaining Walls</b>		
Greater than 3 feet in height	Yes	Building
Less than 3 feet in height <ul style="list-style-type: none"> <li>May still require a site work permit.</li> </ul>	No	--
<b>Repairs to Damage from Natural Disasters or Neglect</b>	Yes	Building
<b>Structural Additions/Alterations</b>	Yes	Building