

**CITY OF TWIN OAKS
PLANNING AND ZONING COMMISSION MEETING
BOARD CHAMBERS, TWIN OAKS CITY HALL
1381 BIG END ROAD
TUESDAY, APRIL 27, 2021 6:30 P.M.**

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.

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 the health of employees, residents, and elected officials.

Tentative Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF THE AGENDA
5. APPROVAL OF THE CONSENT AGENDA
 - a. January 27, 2021 Minutes
6. NEW BUSINESS
 - a. Consideration of amendments to Sections 400.550 of the City of Twin Oaks Municipal Code pertaining to the membership of the Planning and Zoning Commission and related text.
 - b. Consideration of amendments to Chapter 410 of the City of Twin Oaks Municipal Code pertaining to sign regulations and related text.
7. MISCELLANEOUS
8. ADJOURNMENT

Frank Johnson
City Clerk

POSTED: April 23, 2021, 10:30 a.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 on the City's website or at City Hall for public inspection before and at the time of the meeting.

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, MISSOURI
WEDNESDAY, JANUARY 27, 2021**

The Planning and Zoning Meeting was called to order at 6:30 p.m.

Members:	Frank Venturella, Chairman	X		
	Roger Loesche	X	Craig Cwiklowski	
	Jeff Graves	X	Ald. Lisa Eisenhauer	X
	Ray Slama	X		
	Russ Fortune, Mayor	X		

Also in attendance were: Paul Rost, City Attorney; Frank Johnson, City Clerk; Kayo Takumyo, Yosef Howley and Vern Wunnenberg for Applicant, Aldi's USA.

APPROVAL OF THE AGENDA

Commissioner Graves moved, seconded by Commissioner Loesche, to approve the Agenda. Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

Commissioner Loesche moved to approve the Consent Agenda consisting of the Meeting Minutes from October 27, 2020. Commissioner Graves seconded the motion and on voice vote, the motion was announced passed.

NEW BUSINESS

Consideration of Aldi's Preliminary/Final Development Plan for 1100 Meramec Station Road

Kayo Takumyo with SGA Design Group, Yosef Howley with Civil Engineering Design Consultants, and Vern Wunnenberg with Aldi USA provided an overview of a preliminary development plan application to build an Aldi's in a portion of the former Shop n' Save at 1100 Meramec Station Road.

Takumyo stated that Aldi's is only planning changes to the west and south elevations of the building. The north elevation and east elevations will be unchanged. She explained that Aldi will rebuild a portion of the current east façade and repaint the remaining original façade to match, and she reviewed the materials that they are proposing to use.

Takumyo next reviewed the signs Aldi's is proposing for the development and the infrastructure surrounding the proposed development. She concluded by stating that Aldi's felt the development's design would integrate with the existing buildings and enhance the area.

Chairman Venturella asked if the masonry product they were proposing would be close to the current color of the building. Takumyo responded that the masonry product would be tan in color. Commissioner Graves stated that he would like to see the Aldi's side of the development have more continuity with the remaining Shop n' Save side. Chairman Venturella noted that the rest of

the Shop n' Save might not end up looking as it does presently once the next tenant occupies the remaining space.

Mayor Fortune stated that the tan color of the proposed Aldi's façade shown on the rendering appeared to match the rest of the building but that it currently has a much redder brick. Takumyo responded that they are proposing to paint the remaining Shop n' Save façade to match the color of the new Aldi's façade. Discussion ensued.

The Commission next discussed BFA Engineering's review of the proposed development plan and several conflicts with City code and design guidelines that will require City approval as well as those conflicts that the developer has already addressed.

Commissioner Loesche asked the developer to clarify if the roof-top HVAC units would be visible from the street. Takumyo responded that their sightline study found that the units should not be visible at 35 feet from the south side of the building or at 100 feet from the west side of the building. Discussion ensued.

Takumyo stated that Aldi's is asking the City to approve the use Spec-Brick and concrete masonry unit (CMU) proposed for the façade. Discussion ensued. She clarified that they were also requesting the City to approve the use of a metal panel behind the wall sign on the east elevation as a decorative wall finish. Chairman Venturella stated that many builders are now using materials that look like brick instead of actual brick and that he did not see a problem with this approach.

Takumyo then stated that Aldi had updated the development plans to show screening for the new trash containers. She also noted several comments from BFA stating that the City has discretion in determining if the development plan is compatible with the existing urban environment in terms of the proposed use, design, colors and materials.

Takumyo further stated that the development's civil engineer has provided updated plans in response to several comments from BFA. These include specifying dimensions for the parking spaces, providing grading for the parking lot, and providing a photometric plan. In addition, Takumyo addressed comments related to several keynotes in the plans and a comment reiterating that any signage will need additional approval. Takumyo stated Aldi's believes the proposed signs met the requirements for size and mounting height but that the colors will need to be approved.

Commissioner Loesche then asked City Clerk Johnson for some clarification regarding the review letters from BFA. Discussion ensued. City Clerk Johnson apologized for any confusion in how the different rounds of engineering review and developer response were presented. He clarified that the major comments from BFA that were not subsequently addressed by the developer had to do with the building materials. Commissioner Loesche also asked if the application they were considering was a site development plan or a building application. City Clerk Johnson clarified that it was a preliminary development plan despite the use of the term "variance" in BFA's review letter.

Commissioner Loesche next asked the developer to confirm that the intention is to paint the left side of the building to match what is on the side with the new Aldi's façade. Takumyo confirmed that they would match.

In response to a question from Mayor Fortune, Takumyo stated that she did not know if there was another tenant at this point for the remainder of the building. The Commission discussed how the space would be subdivided and reconfigured to accommodate new tenants and how deliveries to the rear of the building would be handled. Chairman Venturella noted that there is a new loading dock shown on the plans. City Attorney Rost then reviewed the approval process for the preliminary and final development plans.

Following this discussion, Chairman Venturella asked the commission if there were any further questions or comments or if there was a motion to approve the preliminary development plan as submitted. Commissioner Slama so moved, with Commissioner Graves seconding.

City Attorney Rost added that the motion should include the condition that any remaining Shop n' Save brick on the façade be painted to match the new Aldi façade. Commissioner Loesche asked for confirmation that the development plan includes sufficient parking. City Clerk Johnson stated that there is sufficient parking. He stated that the comments from BFA regarding parking had to do with specifying the exact size of the parking spaces and that this was done in the revised plans submitted by Aldi.

The Commission also stated that any restriping or resurfacing of the parking lot should be done for the entire lot and not just a portion to ensure the development maintains a harmonious appearance. Howley stated that their current plans only call for resurfacing and restriping the portion of the lot for handicap parking and that the maintenance of the lot is primarily the responsibility of the owner of the property as Aldi's is leasing the space. Discussion ensued.

Chairman Venturella proposed that the Commission add two conditions to the original motion for approval: (1) the entire parking lot must be restriped instead of a portion and (2) the remaining Shop n' Save façade be painted to match the color scheme of the Aldi façade.

Commissioner Slama so moved, with Commissioner Graves seconding. The motion passed on a voice vote.

Consideration of Amendments to Sections 400.490 and 400.500 of the City of Twin Oaks Municipal Code

City Clerk Johnson stated that the City is seeking to change the structure of its occupancy permit fees from \$150 per inspection to instead equal the fee St. Louis County charges the City for each inspection. In the case of a single-family home, this would reduce the cost to applicants to \$95.50.

Commissioner Loesche moved, seconded by Aldermen Eisenhauer, to amend Sections 400.490 and 400.500 as proposed. The motion passed on a voice vote.

Miscellaneous

City Attorney Rost requested the Commission amend Section 400.130 to more consistently use the term "accessory structures," specifically changing two instances of the phrase "accessory buildings or accessory uses" in the first paragraph of Subsection A.7 to read "accessory building, structures or uses."

Mayor Fortune moved, seconded by Chairman Venturella, to amend Section 400.130 as proposed. The motion passed on a voice vote.

ADJOURNMENT

Commissioner Loesche moved, seconded by Mayor Fortune, to adjourn the meeting. Upon voice vote, the motion was announced passed. The meeting adjourned at 7:58 p.m.

Frank Venturella, Chairman
Planning & Zoning Commission

Date of Approval

ATTEST:

Frank Johnson, City Clerk

**AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE
ZONING CODE OF THE CITY OF TWIN OAKS RELATING TO THE
MEMBERSHIP OF THE PLANNING AND ZONING COMMISSION**

WHEREAS, pursuant to § 400.550 of the Twin Oaks City Code, the Board of Aldermen may from time to time, on its own motion or on petition of the Planning and Zoning Commission, amend, supplement, change, modify or repeal by ordinance the regulations or districts herein or subsequently established after receiving the Planning and Zoning Commission's recommendation and report; and

WHEREAS, the City desires to make text amendments to the code to allow for more participation by Twin Oaks' citizens on the Planning and Zoning Commission by increasing the number of citizen member from seven (7) to nine (9), through a proposed amendment to Section 400.520 of the Twin Oaks Zoning Regulations, Chapter 400 of the Municipal Code (hereinafter the "Zoning Code"); and

WHEREAS, on April 27, 2021, the Planning and Zoning Commission recommended that the Board of Aldermen approve of the proposed amendment of the Zoning Code attached hereto and incorporated herein; and

WHEREAS, the Board of Aldermen, after careful and due deliberation and following a duly noticed public hearing held on May ____, 2021 in accordance with § 400.550 and § 89.060 RSMo., has concluded that the adoption of the proposed amended Zoning Code would be in the interests of health, safety, and welfare of the citizens of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. Chapter 400 of the Twin Oaks Municipal Code, the Zoning Regulations, Article XV Planning and Zoning Commission, Section 400.520, Membership, is hereby amended by changing the number of citizen members from seven (7) to nine (9) and the total membership from not more than nine (9) to not more than eleven (11), to read as follows:

Section 400.520. Membership.

There is hereby created and established a Planning and Zoning Commission for the City to be known as the Planning and Zoning Commission. The Planning and Zoning Commission shall have a membership of not more than eleven (11) nor less than nine (9) members, consisting of nine (9) citizens appointed by the Mayor and approved by the Board of Aldermen, the Mayor, if the Mayor chooses to be a member; and a member of the Board of Aldermen selected by the Board, if the Board chooses to have a member serve on the Planning and Zoning Commission. All citizen members of the Planning and Zoning Commission shall serve without compensation. The term of each of the citizen members shall be for four (4) years, except that terms of the citizen members first appointed shall be for varying periods so that succeeding terms will be staggered. Any vacancy in a membership shall be filled for the unexpired term by appointment as aforesaid. The Board

of Aldermen may remove any citizen member for cause stated in writing and after public hearing.

Section 2. The recitals contained in the *Whereas* clauses are expressly incorporated in and made a part of this Ordinance.

Section 3. This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS ___ DAY OF _____ 2021.

Russ Fortune, Mayor

Attest:

Frank Johnson, City Clerk

Draft

Chapter 410

Sign Regulations

Section 410.010 **Intent And Purpose.**

[R.O. 2016 § 410.010; R.O. 2011 § 410.010; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 334 § 1(D), 5-18-2011]

- A. The regulation and control of signs in the City of Twin Oaks is intended to promote the public health, safety and general welfare through a comprehensive system of reasonable, consistent and non-discriminatory standards and requirements of sign size, location, erection, number and maintenance. These regulations are to allow a property owner the ability to make use of its property for free expression without any content-based limitations but in a manner designed to avoid the visual clutter that is harmful to traffic and pedestrian safety, property values, business opportunities and community appearances. To that end, the Board of Aldermen hereby finds that:
1. Sign regulations may impact First Amendment rights and that these rights are important constitutional rights that must be protected.
 2. Unregulated signage has direct and secondary effects that are harmful to the safety and general welfare of the City as a whole and to its individual citizens.
 3. These direct and secondary effects result from the visual clutter that occurs as a result of the unregulated installation and lack of maintenance of signs.
 4. These direct and secondary effects include harm to traffic and pedestrians' safety, depreciation of property values within the City, decreased business opportunities for individual and business residents of the City (resulting in decreased sales, property and other tax revenues that are necessary to provide an adequate level of public service to City residents), community blight and an overall less-pleasing community appearance.
 5. Residents are virtually captive audiences of signs displayed by neighbors; signs are an intrusion into residential privacy and interfere with the enjoyment of a resident's property because the view from the resident's property may become so marred by the clutter of signs that the resident cannot successfully avoid observing the sign clutter.
 6. Because of these direct and secondary effects, the City has a compelling interest in regulating signs within the City.
 7. These regulations are content-neutral and place restrictions that directly advance the City's stated interests.
 8. To the extent that any provisions of these regulations are content-based, they are intended to

further compelling governmental interests.

9. A primary and compelling interest of the City is to allow property owners to post public interest signs to protect the safety of others and to allow all persons to comply with legal requirements imposed by law or by order of a court requiring the posting of notices, without being subject to regulation.
10. The scope of these regulations is proportionate to the interests served and narrowly tailored to achieve the desired objective.
11. A direct nexus exists between the desired City's goals and the means chosen in these regulations to achieve its desired goals.

Section 410.015 Scope.

- A. *Classifications.* Regulations in the Sign Code are classified by use, and the definitions in Section **410.020** shall govern with regards to the type of use.
- B. *Building Code Applicable.* In the absence from this Chapter of specifications governing details of sign construction, the standards listed in the applicable Building Code shall apply.
- C. *Government Signs.* This Chapter recognizes that government signs are government speech intended to ensure public safety.
- D. *Substitution.* For any sign authorized in any zoning district, a non-commercial message may be substituted for any allowed commercial message or any other allowed non-commercial message, provided that the sign is legal without consideration of message content. If the sign is one for which no sign permit is required, the message substitution may be made without additional approval. The purpose of this provision is to prevent inadvertent favoring of commercial speech over non-commercial speech or favoring of any particular non-commercial message over any other non-commercial message. This provision does not allow for the substitution of an off-premises commercial message in place of an on-premises commercial message.

Commented [1]: Editor's Note: See Ch. 500, Art. I, Building Code.

Section 410.020 Definitions.

[R.O. 2016 § 410.020; R.O. 2011 § 410.020; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 99-37 § 1, 12-15-1999; Ord. No. 2000-19 § 1, 9-20-2000; Ord. No. 131 §§ 1 — 2, 10-15-2003; Ord. No. 199 § 1, 12-7-2005; Ord. No. 334 § 1(II), 5-18-2011; Ord. No. 374 § 5, 10-3-2012; Ord. No. 375 § I, 10-3-2012; Ord. No. 433 § 1, 7-16-2014]

As used in this Chapter, the following terms shall have these prescribed meanings:

BILLBOARD

1. An off-premises sign:
2. Any other outdoor advertising structure subject to regulation pursuant to Sections 226.500

through 226.600 and Section 71.288, RSMo., as amended.

BOARD OF ADJUSTMENT

The Board of Adjustment of the City.

~~**BOARD OF ALDERMEN**~~

~~The Board of Aldermen of the City.~~

BUILDING CODES

The duly adopted Building Code of the City as set forth in Section **500.010** of the Municipal Code of the City of Twin Oaks, Missouri.

COLOR

Includes all hues, excluding black and white.

COMMON AREA

That portion of a lot or building not occupied by a single occupant but shared with adjacent occupants.

ERECT

To build, construct, attach, hang, re-hang, place, affix or relocate, including the painting and repainting of permanent window signs.

~~**FLAGFRONTAGE**~~

~~The length of the lot along the street side. The front of a lot bordering more than one (1) street is considered separate for each street.~~

= Any fabric, bunting, banner, streamer or pennant containing distinctive colors, patterns, symbols or message which is made of flexible materials and designed to move with the wind.

GOVERNMENT SIGN

A sign that is constructed, placed or maintained by the Federal, State or local government or a sign that is required to be constructed, placed or maintained by the Federal, State or local government either directly or to enforce or protect a property owner's rights.

HEIGHT

Unless otherwise specified in this Chapter, the vertical distance above the ground level of the finished grade measured immediately below the sign and measured to the highest point of the sign.

INSTITUTIONAL USE

A lot in use by any subdivision or condominium association, institution, place of public assembly, or government building.

NON-CONFORMING SIGN

A sign or sign structure that was lawfully constructed or installed prior to the adoption of or amendment to these Sign Regulations and was in compliance with all the provisions of the Sign Regulations then in effect, but which does not presently comply with the Sign Regulations.

PLACE OF PUBLIC ASSEMBLY

A building used for mass assembly of people for social, cultural, educational or religious purposes. Such use may include schools (elementary and high), accessory gymnasiums, community buildings, churches, synagogues and other places of worship.

~~PLANNING AND ZONING COMMISSION~~

~~The Planning and Zoning Commission of the City.~~

PREMISES

That portion of a lot or building occupied by a single occupant, exclusive of common area, if any, shared with adjacent occupants.

PRINCIPAL BUILDING

A building or, where the context so indicates, a group of buildings in or on which is conducted the principal use of the lot on which such building is located.

PRINCIPAL USE

The primary use of land or buildings, as distinguished from an accessory or incidental use.

SIGN

1. Any device, fixture, placard, flag or structure that uses any color, form, graphic, illumination, symbol or writing to communicate information of any kind to the public and including any sign structure, sign supports, lighting system and any attachments, ornaments or appurtenances.
2. Any object, device, display, structure, or part thereof, situated or visible from outdoors, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, designs, logos, symbols, fixtures, colors, illumination, or projected images.
3. "Signs" do not include:
 - a. Traffic control and other government speech located within a right-of-way.
 - b. Decorations that are incidentally and customarily associated with any national holiday or religious holiday, or with any community festival or similar event.

- c. Flags which do not contain a commercial message, logo, or colors.
- d. Art works, including, but not limited to, wall murals, which do not contain a commercial message, logo, or colors; and/or which contain pictorial representations referring to businesses, merchandise, products, or services of an exclusively historic nature (meaning no longer offered as an active commercial enterprise).
- e. Building colors and lighting which do not contain a commercial message, logo, or colors.
- f. Interior site signs located on the interior of the grounds of planned use developments which are primarily oriented to persons within the grounds.
- g. Interior building signs located on the interior of a building and not attached to a window, which are primarily oriented to persons within the building.
- h. Window displays of merchandise, pictures, or models of products or services incorporated in a window display, which are not directly attached to an interior or exterior window surface.
- i. Vehicles that are licensed, operable, and parked in legal parking spaces.

~~j. Personal signs not larger than one (1) square foot in area.~~

SIGN AREA

The ~~area of a sign facing~~ that is used for display purposes, excluding the minimum frame and supports. In computing the sign area, only one (1) side of back-to-back signs covering the same subject shall be computed when the signs are parallel or diverge from a common edge by an angle of not more than forty-five degrees (45°). In relation to signs that do not have a frame or a separate background, sign area shall be computed on the basis of the least rectangle, triangle or circle large enough to frame the display.

SIGN FACING OR SURFACE

Any surface of a sign upon, against or through which the advertising message is displayed or illustrated, including structural trim, which displays or upon which is displayed any color, message, name or symbol of any kind for the purpose of advertising, announcing, directing or attracting attention from persons located outside of a building and which can be seen from a single location on an adjacent street, provided that the ends, or thickness, of a sign shall not be counted as a separate sign face unless an advertising message is conveyed thereon.

SIGN STRUCTURE

The sign and all parts associated with its construction.

SIGN SUPPORTS

All structures by which a sign is held up, including, for example, poles, braces, guys and anchors.

SIGN, ANIMATED

A sign which involves motion or rotation of any part by mechanical or artificial means or which displays flashing or intermittent lights.

SIGN, ATTACHED

~~A wall sign or projecting sign attached to a building wall or the generally vertical plane of a mansard type roof.~~

~~See Wall Sign.~~

SIGN, BANNER

A commercial display on a temporary basis, advertising a product, service or employment opportunity.

~~SIGN,~~

~~**BILLBOARD**~~

~~A sign which directs the attention to a business, commodity, service or entertainment not necessarily sold or offered:~~

- ~~1. Elsewhere than upon the same plot where such sign is displayed;~~
- ~~2. Not for the principal use of such plot; or~~
- ~~3. Any other outdoor advertising subject to regulation pursuant to Sections 226.500 through 226.600 and Section 71.288, RSMo., as amended.~~

~~SIGN, CONSTRUCTION~~

~~A temporary sign used during construction of new buildings or reconstruction of or additions to existing buildings, such as those identifying the project and denoting the owner, architect, engineer, contractor and/or financing institutions of the project.~~

SIGN, DIRECTIONAL

~~A sign which is limited to indicating a direction for vehicular or pedestrian traffic or other movement.~~

~~See "Internal Site Sign."~~

SIGN, ELECTRONIC CHANGEABLE MESSAGE (ECM)

A sign whose alphabetic, graphic or symbolic informational content or display, either whole or in part, composed of electrically illuminated or mechanically driven changeable segments, may be changed or altered by means of electrical, electronic or computerized programming.

~~SIGN, FLAG~~

~~Any fabric, bunting, banner, streamer or pennant containing distinctive colors, patterns, symbols~~

~~or message which is made of flexible materials and designed to move with the wind.~~

SIGN, FLASHING

An illuminated sign on which artificial or reflected light is not steady or on which colors change.

~~SIGN, FLOODLIGHTED~~

~~A sign made legible in the absence of daylight by devices which reflect or project light upon it.~~

SIGN, FLUTTERING

A sign which flutters or is made of flexible materials which move with the wind or by some other artificial means, including, but not limited to, pennants, banners, balloons, message balloons, whirligigs, streamers and ~~flags other than those of a governmental entity or unit~~inflatables.

~~SIGN, IDENTIFICATION~~

~~A sign which has a purpose of identifying the site of any subdivision, institution, religious or governmental building.~~

SIGN, ILLUMINATED

Any sign which is illuminated by light sources mounted on or in the sign or at some other location.

SIGN, ~~INFORMATIONAL~~INTERNAL SITE

A sign ~~which has a purpose secondary or incidental to the principal use of the lot on which the sign is located such as "no parking," "no trespassing," "loading only," "entrance" and similar and including identification information such as house or building numbers typically used by postal services and public safety officials to locate properties~~intended to be read by person's accessing the lot and not from off-site. Generally such sign type has been used to direct traffic, give parking instructions, identify entrances and exits, prohibit trespassing, and warn of dogs.

SIGN, MESSAGE BALLOON

A replica of a hot air balloon with a message attached.

SIGN, MONUMENT (OR GROUND)

A sign mounted directly to the ground with no support poles visible. The maximum height is measured from the ground to the top of the sign, including any base construction. The base, however, shall not be calculated as part of the sign area unless there is signage on it.

SIGN, MOVING

A sign, all or any part of which moves or is so designed or constructed as to facilitate movement of all or any portion thereof by means of any mechanical, electric, pneumatic, hydraulic or other natural or artificial force.

SIGN, OFF-PREMISES

A commercial sign that advertise an activity, business, product or service not conducted on the premises upon which the sign is located

SIGN, PERMANENT

A sign firmly attached to the ground, wall or other portion of a building and not designed or intended to be readily removed or relocated. Any sign type that is not a temporary sign is a deemed a permanent sign and shall be governed by the regulations for permanent signs.

SIGN, POLE

Any detached sign located on the same lot or parcel as the use it advertises which is supported by one (1) or more stationary poles longer than two (2) feet above the mean grade line of the ground at its base, provided that this shall not include a permitted ground sign as set forth herein.

SIGN, PORTABLE

A standalone sign structure that is ~~not designed to be readily moved or relocated so as to not be~~ permanently affixed to a building, structure or ground, ~~and that may be readily moved or relocated~~. This includes signs placed on trucks, trailers or other transportable devices.

SIGN, PROJECTING

A sign attached to a building or other structure and extending in whole or in part more than eighteen (18) inches beyond any wall of the building or structure.

SIGN, ROOF

A sign erected partly or wholly on or over the roof of a building but not including ground signs that rest on or overlap a roof twelve (12) inches or less.

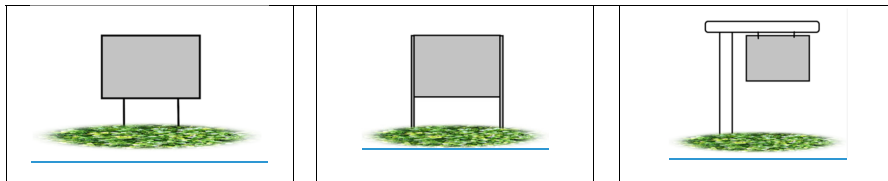
SIGN, SPECIAL DISPLAY

A sign identifying a special event.

SIGN, TEMPORARY

Any sign that is not permanently mounted or affixed and constructed of non-durable materials and is designed or intended to be displayed for a period of limited duration. Any temporary sign left in place longer than six (6) months shall be deemed a permanent sign. Types of Temporary Signs are:

1. Yard Signs



Stake Sign	Frame Sign	Post and Arm Sign
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[2. Banners](#)

SIGN, WALL

A sign erected or attached against the wall of any building with the plane of the face parallel to the plane of the wall below the roof line.

SIGN, WINDOW, PERMANENT

A sign that is permanently affixed to either side of the glass of an exterior door or window, or suspended in anyway within eighteen (18) inches of a window allowing advertising to project outward.

SIGN, WINDOW, TEMPORARY

A temporary sign affixed to the inside of an exterior window or glass door.

~~sign, YARD (COMMERCIAL)~~

~~Any temporary sign that is located on property in the "C" Commercial District.~~

~~SIGN, YARD, (RESIDENTIAL)~~

~~Any temporary sign that is located in a front yard of a lot located in an "A" Single Family Residence District or a "B" Single Family Attached Residence District.~~

WINDOW

The entire area encompassed by a wall opening [other than door(s)].

WINDOW, WALL

That portion of a commercial building facing a street.

Section 410.030 Signs Permitted In ~~Zone~~ "A" And "B" Residential Districts. [R.O. 2016 § 410.030; R.O. 2011 § 410.030; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 334 § 1(III), 5-18-2011]

Subject to limitations hereinafter set forth, only the following types of signs shall be permitted in Zone "A" Single-Family Residential Dwelling District and Zone "B" Single-Family Attached Dwelling District in accordance with the regulations hereinafter prescribed. Regulations pertaining to size, height and number represent maximums allowed.

A. Single-Family Use. Lots with single-family attached or detached uses may display the following signs:

1. Permanent.

- a. Wall Sign. Non-illuminated and not exceeding two hundred eighty-eight (288) square inches and facing the street.
- b. Sign required by law or public safety, not to exceed four (4) square feet.

~~[Image](#)~~

2. Temporary.

a. Yard Sign (Residential).

- (1) Stake Sign. Six (6) square feet max area and ~~four (4)~~[three \(3\)](#) feet max height.

~~[Image](#)~~

- (2) Frame Sign. Six (6) square feet max area and four (4) feet max height.

~~[Image](#)~~

- (3) Post ~~And~~[and](#) Arm Sign. Nine (9) square feet max area and six (6) feet max height.

~~[Image](#)~~

- b. Banners not exceeding two (2) feet by ten (10) feet and not exceeding a duration of ten (10) days.

B. ~~Place Of Public Assembly-Institutional Use~~. Lots in institutional use ~~as a place of public assembly~~ may display the following signs:

1. Permanent.

- a. Wall Signs. One (1) wall sign is permitted per lot and may be no larger than thirty (30) square feet in area and five (5) feet in height and may only be externally illuminated.
- b. Monument Signs. One (1) monument sign is permitted per lot which meets the following standards:
 - (1) Six (6) feet in height (inclusive of base and supports).
 - (2) (8) feet maximum in length.
 - (3) Twenty-four (24) inches in width.
 - (4) Must have the appearance of a solid base of landscape construction materials such as

masonry, stucco, stonework, textured wood, tile, anodized metal or textured concrete materials.

(5) Located outside the applicable sight triangle.

c. Electronic Changeable Message Sign. ~~Monument~~On lots over 21,780 square feet, a monument sign may incorporate an electronic changeable message board (ECM) subject to the following standards:

(1) The sign face (panel) of ECM must not exceed twenty-eight (28) square feet.

(2) The ECM shall conform to the illumination standards of Section **410.110(K)**.

(3) The monument sign's static graphic or text (non-ECM panel portion of the sign) must not exceed twenty-four (24) inches in height.

(4) Illumination of ECM must cease at 10:00 P.M. (static, non-ECM portion of sign may remain lit).

2. Temporary.

a. ~~Yard~~Lots over 21,780 square feet -- Temporary signs as permitted in the "C" District.

b. Lots 21,780 square feet and under -- Temporary signs as permitted in the "A" and "B" Residential Districts.

**Section 410.040 Signs Prohibited In Zone "A" And "B" Residential Districts.
[R.O. 2016 § 410.040; R.O. 2011 § 410.040; Ord. No. 99-32 § 2, 10-20-1999]**

A. Except as may be otherwise prescribed by ordinance, the following signs shall be prohibited in residential districts:

1. Banners over.

2. Billboards.

3. Flashing signs, animated signs of flashing lights or those that appear to move (except seasonal holiday decorations).

4. Moving signs.

5. Roof signs.

6. Signs on public street right-of-way (other than government signs).

7. Signs that are in disrepair or hazardous.
8. Signs having more than two (2) faces or two (2) sides.
9. Projecting.
10. Signs directly painted on any wall or any wall of any structure.
11. Signs in excess of one (1) square foot ~~drawing attention to or advertising in dwellings~~ approved for a home occupation.
12. Signs erected at the intersection of streets so as to obstruct free and clear vision, or located within the direct line of vision of any traffic control sign or signal, signs having red, green or amber illumination which may be confused with or construed as a traffic control device.

Section 410.050 Signs Permitted In "C" Commercial Districts.

[R.O. 2016 § 410.050; R.O. 2011 § 410.050; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 99-37 § 1, 12-15-1999; Ord. No. 131 § 3, 10-15-2003; Ord. No. 199 § 2, 12-7-2005; Ord. No. 213 § 1, 4-5-2006; Ord. No. 334 § 1(IV), 5-18-2011; Ord. No. 374 § 5, 10-3-2012; Ord. No. 375 §§ II — III, 10-3-2012; Ord. No. 433 § 2, 7-16-2014]

- A. ~~Subject to~~ Unless approved by a Master Common Signage Plan provisions set forth in Subsection (B) of this Section, only the following types of signs meeting the regulations set forth below shall be permitted in a "C" Commercial District. Regulations pertaining to size, height and number shall represent the maximums allowed per lot or premises, as applicable.

Sign Type	Regulations	
1. Permanent signs (permit required)		
a. Directional <u>Internal site</u> sign (ground mounted)	Information:	None
	Maximum size:	Not more than 6 square feet
	Maximum height:	Not more than 3 1/2 feet above finish grade
	Maximum number:	Not more than 1 per entrance or exit lane <u>No restriction.</u>
	Location:	Each sign shall be located at least 3 feet inside the lot line
	Colors:	Not more than 3
	Special:	Drive-through operations may additionally have one, 12 square feet or more <u>menu/instruction board</u> per <u>for</u> a drive-through lane, if <u>as</u> approved on a development plan or limited development plan
	Projection:	<u>None</u>
	Projection: <u>None</u>	<u>None</u>
	Permit required:	Yes
b. Directional <u>Internal site</u> sign (wall-	Information:	None

Sign Type	Regulations	
mounted)	<p>Maximum size: Maximum height: Maximum number: Location: Colors: Special:</p>	<p>Not more than 6 square feet Not more than 10 feet above finish grade Not more than 12 per building side None Not more than 3 Drive-through operations may additionally have one 12 square foot menu/instruction board perfor a drive-through lane, has approved on a development plan or limited development plan 68 inches Yes</p>
c. Monument sign	<p>Information: Maximum size: Maximum height: Maximum number: Location: Colors: Projection: Permit required:</p>	<p>May include electronic changeable message Not to exceed 50 square feet Sign shall not exceed 5 feet in height Not more than 1 per lot Sign shall be located at least 3 feet inside the lot line Not more than 3; white letters on black background or black letters on white background when illuminated None Yes</p>
d. Wall sign	<p>Information: Maximum size: Maximum height: Maximum number: Location: Colors: Special: Projection: Permit required:</p>	<p>None 5% of the area of the wall to which attached, but in no instance greater than 150 square feet each Bottom of sign shall be at least 8 feet above the finished grade if travel underneath the sign is intended. The top of the sign shall be no greater than 35 feet above the finish grade Not more than 1 per main entrance of a principal building or premises Sign shall face a street or be located above main entrance Not more than 3; white letters on black background or black letters on white background when illuminated None Sign shall not extend or project more than 2 feet above the roof line nor more than 18 inches from the wall to which mounted or affixed Yes</p>
e. Window sign	<p>Information: Location:</p>	<p>None Each sign shall face a street or be</p>

Sign Type	Regulations
	located above a main entrance Special: No electric signs shall be affixed to a door Projection: None Permit required: Yes
2. Temporary signs	
a. Banners	Information: None Maximum size: 30 square feet Maximum height: None Maximum number: 1 Location: On business premises Colors: Not more than 3 Special: Limited to 1 per 30 consecutive day period per calendar quarter. Mounted within the perimeter of the vertical wall of the business
b. Flag	Projection: None Permit required: Yes Information: None
Maximum size:	4 feet by 6 feet
Maximum height:	Not more than 35 feet
Maximum number:	3 temporary poles and 3 flags per premises
Location:	On business premises
Colors:	No restrictions
Special:	None
Projection:	Not more than 6 feet
Permit required:	Yes
eb. Message balloon	Information: None Maximum size: 23 feet in diameter at the widest point; 7 feet in diameter at the base Maximum height: 10 feet minimum; 50 feet maximum above finish grade Maximum number: Not more than 1 per lot at any time Location: On premises (may be attached to premises roof); sign shall not be located in any right-of-way or parking areas Colors: Not more than 3 Special: Displayed for not more than 15 days Projection: None Permit required: Yes
ec. Window sign	Information: None Location: Each sign shall face a street or be located at a main entrance Special: May be illuminated, if limited to single floodlight; no internal illumination Limited to 1 per 30 consecutive day period per calendar quarter

Inserted Cells

Sign Type	Regulations
ed. Yard sign (commercial)	Projection: None Information: None Maximum size: 24 square feet Maximum height: Not more than 7 feet above finish grade Maximum number: Not more than 2 per lot Location: Minimum 10 feet behind a curb line Colors: Not more than 3 Special: Limited to 1 per 30 consecutive day period per calendar quarter Projection: None Permit required: Yes
3. Flag	Information: See requirements of §500.150.B Maximum size: 4 feet by 6 feet Maximum height: Not more than 35 feet Maximum number: 3 poles and 3 flags per premises Location: On business premises Colors: No restrictions Special: None Projection: Not more than 6 feet Permit required: Yes

B. Master Signage Plan.

1. As an alternative to the regulation and permitting requirements of Subsection (A) above, the owners or developers of two (2) or more contiguous (disregarding intervening streets or rights-of-way) lots or the owners or developers of a single lot with more than one (1) existing or proposed principal building may submit a master signage plan as part of a development plan process review and approval for such lot or lots as set forth in Section 400.340 of the City Zoning Code. The Board of Aldermen shall have authority to vary the size, height, number, location, projection and color requirements set forth in Subsection (A) above; provided that nothing in this Subsection (B) shall be deemed to authorize any sign prohibited by Sections 410.070 and 410.080 of the sign regulations; and provided, further, that the Board of Aldermen determines:
 - a. That the proposed Master Signage Plan will result in a visual impression of unity and quality in terms of size, proportion, materials, lettering or graphic style, lighting, location, color and mix of signage types;
 - b. That the proposed Master Signage Plan is consistent with, supportive of and will enhance the associated development plan in terms of architectural and design quality; and
 - c. That the proposed Master Signage Plan will have no deleterious impact on surrounding existing uses, signage and architectural quality.

2. In addition to the sign types permitted under Subsection (A) above, the Board of Aldermen, in cases of multiuser or multi-tenant developments for which a Master Signage Plan has been submitted and approved as set forth above, shall have the further authority as part of and subject to the development plan process to contemporaneously approve the location of one (1) sign identifying the development or the users or tenants to be located at the development. The size, height, design, colors and materials of such sign shall be as approved by the Board of Aldermen consistent with findings and determinations required for approval of the Master Signage Plan for the development.

3. Any Master Signage Plan previously approved under Subsection (B) above may be amended subject to and in accordance with limited development plan process provisions set forth in Section 400.340(B) of the City Zoning Code.

C. Location and Design. All signs erected in Zone "C" Commercial Districts shall be located and designed so as to create a visual impression of unity in terms of size, material, color, method of construction, etc. Earth tone color (i.e., shades of tan or brown) and similar lettering size and style shall be utilized in keeping with existing quality development within a given shopping center.

Section 410.060 (Reserved)

Section 410.070 Signs Prohibited In ~~Zone~~ "C" Commercial Districts.

[R.O. 2016 § 410.070; R.O. 2011 § 410.070; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 374 § 5, 10-3-2012]

- A. Except as may be otherwise prescribed by ordinance expressly permitted in these Sign Regulations, the following signs shall be prohibited in Commercial Districts:
1. Fluttering devices such as pennants, whirligigs, balloons, inflated devices, etc. signs.
 2. Flashing signs, animated signs, or flashing or intermittent lights, strings of light, or those that appear to move (except seasonal holiday decorations).
 3. Moving signs.
 4. Roof signs.
 5. Signs on public ~~street~~ right-of-way (other than government signs).
 6. Signs that are in disrepair or hazardous.

~~7. Signs that advertise an activity, business, product or service not conducted on the premises upon which the sign is located.~~

8.

7. Signs erected at the intersection of streets so as to obstruct free and clear vision, or located within the direct line of vision of any traffic control sign or signal, signs having red, green or amber illumination which may be confused with or construed as a traffic control device.

98. Signs directly painted on any wall or any wall of any structure.

~~109. Billboards- (Standard Outdoor Advertising Structures) or other off-premises signs.~~

Section 410.080 Portable Signs In ~~Zone~~ "C" Commercial Districts.

[R.O. 2016 § 410.080; R.O. 2011 § 410.080; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 374 § 5, 10-3-2012]

- A. Portable signs may not be placed upon any lot, building or structure or any portion thereof in any commercial district in the City of Twin Oaks, Missouri, except that signs which are less than twenty-four (24) inches in horizontal or vertical distance and are permanently painted on motor vehicles shall not be prohibited.
- B. Signs in excess of twenty-four (24) inches measured either horizontally or vertically permanently attached or adhered in any manner to any motor vehicle or construction trailer may not be displayed in any commercial district in the City of Twin Oaks except under the following conditions:
 - 1. During the course of travel upon any roadway;
 - 2. While the device to which it is attached or by which it is being moved is stopped or parked for the purpose of loading or unloading persons or materials, but only for so long as is reasonably required to achieve such loading or unloading;
 - 3. During construction, reconstruction or remodeling of any property or premises for which a building permit has been lawfully issued construction equipment, storage trailers, offices and other mobile devices displaying signs may be located on or adjacent to the property on which the work is being performed, provided:
 - a. Such equipment is located in an area designated by the Code Enforcement Officer after consideration of traffic patterns and line-of-sight requirements for nearby traffic; and
 - b. Such equipment may be so located only during and within thirty (30) days before the actual construction work reflected on the building permit relating to the premises.

Section 410.090 Maintenance And Safety.

[R.O. 2016 § 410.090; R.O. 2011 § 410.090; Ord. No. 99-32 § 2, 10-20-1999]

- A. All signs shall be maintained in good repair so as to prevent rust, peeling, flaking or fading. Broken panels, missing letters, flaking or peeling paint, delamination of wood, malfunctioning lights, and other visual damage to a sign shall be repaired within forty-five (45) days of the

occurrence or within thirty (30) days of notification by notification from the City Clerk either by personal service, United States Postal Service or posting such notice upon the premises or the sign.

- B. Any sign and its supporting frame, which advertises a business no longer conducted or a product no longer sold on the premises or lot, shall be removed by the owner, agent or person having beneficial use of the premises or lot upon which the sign is erected within thirty (30) days after the business or product is no longer present.
- C. Any sign which is structurally unsafe or hazardous or endangers a building or premises, pedestrian or vehicular traffic (including but not limited to being hazardous by reason of obstruction of walkways or fire access or exit lanes, by restricting site distances or being located in such close proximity to travel lanes or parking areas that it may be struck by maneuvering vehicles) shall be relocated, removed or otherwise protected within fifteen (15) days of notification that such danger or nuisance exists by notification from the City Clerk either by personal service, United States Postal Service or posting such notice upon the premises or the sign.

Section 410.100 Non-Conforming Signs.

~~[R.O. 2016 § 410.100; R.O. 2011 § 410.100; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 213 § 2, 4-5-2006; Ord. No. 334 § 1(V), 5-18-2011; Ord. No. 374 § 5, 10-3-2012]~~

- A. ~~Any nonconforming sign existing on the effective date of this Chapter or the effective date of any amendment hereto shall be exempt from the provisions of this Chapter, according to the following:~~
 - 1. ~~Existing permanent signs in residential districts shall not be affected by these regulations except that should said signs be removed, replaced or substantially altered, they shall be brought into conformity with this Chapter.~~
 - 2. ~~Permanent Signs In Commercial Districts.~~
 - a. ~~Any permanent sign in commercial districts ordinance if it is substantially altered, reconstructed, replaced, or relocated. A change in copy is not an alteration or replacement for which legal permits have been issued which are larger than allowed, or which do not conform to color requirements, or are of a type not allowed or improperly located as required by these regulations, shall be brought into compliance no later than December 31, 2012. purposes of this subsection.~~
 - b. ~~The provisions of Subsection (A)(2)(a) above notwithstanding, pole signs possessing permits but no longer authorized by these regulations shall be allowed to remain in place until a change in the ownership or business holding the permits or until they are damaged or altered by more than forty percent (40%), whichever shall first occur.~~
 - 3. ~~Any permanent sign in commercial districts which do not conform to the color requirements shall be allowed to remain until such time as they are removed, replaced, damaged or altered by more~~

~~than forty percent (40%) but in no case no later than December 31, 2012.~~

~~4. Any permanent window signs in commercial districts for which permits were not issued must be brought into compliance no later than December 31, 2012.~~

B. *Maintenance.* Nonconforming signs must be maintained in good condition in accordance. Maintenance required by this Subsection shall include replacing or repairing of worn or damaged parts of a sign or sign structure to return it to its original state, and is not a change or modification prohibited by Subsection A.

C. *Removal.* Removal of a nonconforming sign, or replacement of a nonconforming sign with a conforming sign is required when:

1. A nonconforming sign, nonconforming sign structure, or the building to which a nonconforming sign is attached, is destroyed or damaged by a fire, flood, windstorm, or similar abnormal event, and the cost of reconstruction of the sign, sign structure, or building to its condition immediately prior to event exceeds 50 percent of the value of the sign, sign structure, or building prior to its destruction or damage; or
2. The condition of the nonconforming sign or nonconforming sign structure has deteriorated and the cost of restoration of the sign to its condition immediately prior to such deterioration exceeds 50 percent of the value of the sign or sign structure prior to its deterioration; or
3. The use of the nonconforming sign, or the property on which it is located, has ceased, become vacant, or been unoccupied for a period of 180 consecutive days or more. An intent to abandon is not required as the basis for removal under this subsection; or
4. There is a change in tenant or change in ownership of the premises on which the nonconforming sign is located; or
5. The person displaying the nonconforming sign has failed to apply for the Certificate of Nonconforming required by this ordinance.

Section 410.110 Design, Illumination And Limitation Of Space Area.

[R.O. 2016 § 410.110; R.O. 2011 § 410.110; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 131 § 4, 10-15-2003; Ord. No. 291 § 1, 4-15-2009; Ord. No. 374 § 5, 10-3-2012; Ord. No. 433 § 3, 7-16-2014]

- A. All signs erected in Zone "C" Commercial Districts shall be located and designed so as to create a visual impression of unity in terms of size, material, color, method of construction, etc. Earth tone color (i.e., shades of tan or brown) and similar lettering size and style shall be utilized in keeping with existing quality development within a given shopping center.
- B. No sign shall be erected or maintained so that its position, shape, wording, device or color might

interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or warning device.

- C. All illuminated signs in all commercial districts for an individual business that advertise or promote goods or services shall be turned off during the hours that a business is closed. Emergency exit signs, security lighting and the principal business identification sign may remain lit as needed or desired.
- D. No sign shall make use of any profane language or other words offensive to persons of reasonable sensitivity.
- E. Permanent signs in residential areas shall be restricted to three (3) colors [black, white and one (1) other color]. Wood stains of earth-tone types shall not be considered as colors.
- F. All signs shall be constructed and erected in accordance with the building codes for the City of Twin Oaks.
- G. Window Signs. [Where permitted, the following regulations apply to window signs:](#)
 - 1. A window sign may not, in the aggregate, exceed fifty percent (50%) of the total area of all windows within the wall in which the window sign is proposed to be located.
 - 2. If illuminated, a window sign shall not exceed twenty-five percent (25%) of the total area of all windows within the wall in which the window sign is proposed to be located.
 - 3. Combined, illuminated and non-illuminated window signs shall not exceed fifty percent (50%) of the total area of all windows within the wall in which the window sign is proposed to be located.
 - 4. A window sign shall not include any sign that indicates a business as "open" and/or such business hours of operation except that such sign may not exceed an additional five percent (5%) of the total area of all windows within the wall in which the proposed sign is to be located.
- H. All sign illumination shall be oriented to prevent undue glare onto adjacent streets or residential properties. The illumination of any sign located within fifty (50) feet of a residential zone lot line shall be diffused or indirect and designed so as not to reflect direct rays of light onto adjacent residential districts. Illumination of all signs shall be so arranged that there will be no direct rays of light reflected into any public way. No business sign may be erected within fifty (50) feet of any residential district without prior written approval of the Board of Aldermen.
- I. All electrical illumination devices shall be designed to be weather resistant and shatterproof.
- J. All sign faces that are backlit shall be considered to be a portion of the sign for purposes of

computing the allowable sign area.

- K. Electronic Changeable Message Displays. Monument signs with ECMs shall be subject to the following additional regulations:
1. Duration Of Message Intervals. Messages must be displayed for a minimum of fifteen (15) seconds for each item shown or information displayed.
 2. Transition And Display. Message changes shall be instantaneous without dissolving, growing, melting, traveling up or down, scrolling or fading. Messages shall have a static display and shall not be illuminated so as to be a flashing sign, [animated sign](#) or that in any manner creates the illusion of movement.
 3. Brightness. The brightness of an ECM shall automatically adjust via photocell for use during daylight hours and non-daylight hours. No sign may be illuminated to a degree of brightness that is greater than necessary for adequate visibility. The maximum permitted brightness for an ECM during daylight hours is five thousand (5,000) NIT (candela per square meter) and five hundred (500) NIT during non-daylight hours as measured from the sign's face perpendicular to the rays of the source at maximum brightness. The lighting and other specifications for a proposed ECM shall be submitted with the application proposing to incorporate an ECM.
 4. Story Advertising. An ECM sign shall not display consecutive messages facing the same traveled way, which constitute a substantially similar theme or story and is a continuation of any immediately preceding message, thereby creating a storyboarding effect when viewed by persons operating a motor vehicle. Nothing contained in this Subsection shall prohibit the display of identical consecutive messages.
 5. Malfunction And Non-Compliance. All ECM signs shall be designed and equipped to freeze the device in one (1) position if a malfunction occurs. The ECM signs shall be equipped with a means to promptly discontinue the display if it malfunctions, and the sign owner shall immediately stop the dynamic display when notified by the City that it is not complying with standards of this Code.
 6. Conversion. Conversion of an existing monument sign to an ECM is authorized only where ECMs are permitted by this Chapter and the current sign complies with existing Code requirements.

Section 410.120 Permits Required.

[R.O. 2016 § 410.120; R.O. 2011 § 410.120; Ord. No. 99-32 § 2, 10-20-1999; Ord. No. 131 § 5, 10-15-2003; Ord. No. 334 § 1(VI), 5-18-2011]

A. *Permit Required.* Unless otherwise provided in these regulations, it shall be unlawful for any person, partnership, corporation, agent or employee thereof to erect, repair, paint, replace, alter,

relocate or otherwise change, other than normal maintenance, within the City ~~of Twin Oaks~~ any sign as defined in this Chapter without first obtaining approval and a permit from the City ~~of Twin Oaks and making payment of Clerk. No sign permit is needed for items not meeting the fee as set forth by the Board of Aldermen from time to time definition of a sign.~~

B. Application. Before any permit is granted for the erection of a sign, outdoor display or structure, an application for sign permit including four (4) sets of final plans and specifications shall be filed with the City ~~of Twin Oaks~~ Clerk showing the location of the proposed sign and the dimensions, materials and required details of construction, including calculated dimensions approved by an engineer registered in the State of Missouri if required by the City Clerk in the interest of public safety. The permit application must be accompanied by the payment of the permit fee established by the City.

C. Permit Expiration. If the work authorized under a permit is not completed within six (6) months after such permit was authorized, it shall become null and void.

Section 410.130 **(Reserved)**

Section 410.140 **Amendments.**

[R.O. 2016 § 410.135; R.O. 2011 § 410.135; Ord. No. 131 § 6, 10-15-2003]

Amendments to the Sign Code shall be in accordance with Section **400.550** of this Title IV.

Section 410.150 **Appeals.**

[R.O. 2016 § 410.138; R.O. 2011 § 410.138; Ord. No. 131 § 6, 10-15-2003]

The Board of Adjustment shall have the power and duty to hear and decide appeals as set forth in Article **XVII** of Chapter **400** of the Zoning Code.

Section 410.160 **Severability.**

[R.O. 2016 § 410.140; R.O. 2011 § 410.140; Ord. No. 99-32 § 2, 10-20-1999]

If any Section, sentence, clause or phrase or portion of this Chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Chapter.

Section 410.170 **Violations And Penalties.**

[R.O. 2016 § 410.150; R.O. 2011 § 410.150; Ord. No. 74 § 1, 2-20-2002]

In addition to or in lieu of those other remedies available to the City pursuant to Chapter 89, RSMo., in common law and in equity, any person found to have violated the provisions of this Chapter shall be guilty of an ordinance violation and subject to the general penalty provisions of Section ~~400.220~~400.510.