



CITY OF TWIN OAKS

1393 Big Bend Road, Suite F • Twin Oaks, MO 63021
(636) 225-7873 • fax (636) 225-6547 • www.villageoftwinoaks.org

“A” SINGLE-FAMILY DWELLING DISTRICT; “B” SINGLE-FAMILY ATTACHED DWELLING DISTRICT; AND “D” PARK DISTRICT RESIDENTIAL CUSTOMARY HOME OCCUPATION PERMIT APPLICATION *(Please type or print in ink below)*

INFORMATION CONCERNING APPLICANT:

Applicant hereby submits the following information concerning customary home occupation proposed:

Address/Unit Number where proposed customary home occupation will be conducted: _____

Name of Resident (Applicant): _____

Full Address: _____ Phone #: _____
_____ Fax #: _____

Name of Property Owner: _____

Full Address: _____ Phone #: _____
_____ Fax #: _____

Describe type of customary home occupation proposed: _____

Describe type of equipment to be used in connection with customary home occupation proposed: _____

Total floor area of address/unit number where proposed customary home occupation will be conducted:	Total floor area to be occupied by proposed customary home occupation:
_____ square feet	_____ square feet

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 customary home occupation proposed to be conducted thereon complies with the zoning code and the ordinances of the City of Twin Oaks and the laws of the State of Missouri. Specifically, I hereby certify in connection with this application that:

- The proposed customary home occupation will not occupy more than twenty-five percent (25%) of the floor area of the address/unit number identified above;
- No alteration has been or will be made to the exterior of the address/unit number identified above which would indicate the presence of the proposed customary home occupation;
- No stock, inventory, equipment or machinery will be kept or stored at the address/unit number identified above in connection with the proposed customary home occupation;
- No commodity or good will be sold from or at the address/unit number identified above;
- The proposed customary home occupation will be carried on only by persons residing at the address/unit number identified above;
- No commercial or delivery vehicles used in connection with the proposed customary home occupation are or will be parked at or stored at the address/unit number identified above;
- Commercial and delivery vehicles in connection with the proposed customary home occupation will not visit the address/unit number identified above with a frequency of more than 1 per day; and
- No steady or concentrated visitation of clients which would disrupt the residential character of the surrounding neighborhood

Applicant acknowledges that failure to truthfully complete this application or failure to comply with the above requirements and all laws may result in denial or revocation of the certificate of occupancy for the proposed customary home occupation. Applicant further acknowledges that any change in the type of customary home occupation specified in this Application or in the floor area occupied by the customary home occupation as certified in this application shall require a new application together with payment of an application fee, review and issuance of a new certificate of occupancy.

Signature of Applicant: _____
 Print Name: _____

Date: _____
 Title: _____

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

Date of Code Enforcement Official's decision: _____

Check each that applies:

- The proposed customary home occupation does not occupy more than 25% of the premises.
- No alteration to the exterior of the premises has been made which indicates the presence of a customary home occupation.
- No commercial or delivery vehicles used in connection with the customary home occupation are parked or stored at the premises or visit the premises more often than once per day.
- No steady or concentrated visitation of clients to the premises which would disrupt the residential character of the surrounding neighborhood will result from the conduct of the customary home occupation.
- Approved (all of the above have been checked)
- Disapproved

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