



TANEY COUNTY PLANNING COMMISSION

P. O. Box 383 • Forsyth, Missouri 65653
Phone: 417 546-7225 / 7226 • Fax: 417 546-6861
website: www.taneycounty.org

DIVISION II REQUIREMENTS

The following absolute policy requirements of the Taney County Development Code must be submitted to complete a Division II application.

SUBMITTALS

REQUIRED

RECEIVED

- | | | |
|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application fee of \$100 per footprint (Check Only) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Taney County Regional Sewer District Approval |
| <input type="checkbox"/> | <input type="checkbox"/> | Erosion and Sedimentation Plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Storm Drainage Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Landscape Buffer Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Revegetation and Planting Materials Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Parking and Loading Area Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Impervious Cover Calculations |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Proof of Ownership, a recorded deed including Any attachments. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Sketch Plan showing all existing and proposed Structures, property lines, roads, streams and Irrigation or drainage structures. Prominent Topographic features and all adjoining land Uses shall be shown. |

**TANEY COUNTY PLANNING COMMISSION
APPLICATION FOR PERMIT
DIVISION II**

This application must be filled out legibly in full and signed by the property owner.

NAME OF APPLICANT: _____

MAILING ADDRESS: _____ CITY
& ZIP: _____

911 ADDRESS CITY
of PROJECT: _____ & ZIP: _____

TELEPHONE – MAIN: _____ EMAIL: _____

PROPERTY OWNER
PRINT NAME: _____

SIGNATURE: _____

In signing this application, I understand that if the information provided here is not true, my application will be revoked. I understand and agree to abide by the requirements of the Taney County Commission and the Taney County Planning Commission. I agree to all inspections on my property necessary to secure compliance with all county codes relevant to this application. The property owner is responsible for adherence to all existing private restrictions and requirements.

SIGNATURE OF APPLICANT: _____

DATE OF APPLICATION: _____

THIS PORTION TO BE FILLED OUT BY APPLICANT:

Division III Permit #: _____

Property Number: _____
(Parcel # MUST be on application. Example: 00-0.0-00-000-000-000.000. This number is on top left hand corner of your property tax statement. If you have not paid taxes on the parcel, we must have the name of the previous owner of the property.)

Directions to Property: _____

Size of Structure: _____ **Size of Property:** _____

Section: _____ **Township:** _____ **Range:** _____

Name of Subdivision: _____

Lot Number: _____ **Block/Phase Number:** _____

Description of Request: _____

Number of Units: _____ **Buildings:** _____

Access To Property (Road Number/ Name): _____

Water Supply (Public, Private or District): _____

Sewage Disposal System: Central Sewer: District #___ Treatment Plant Individual

Does the property lie in the 100-year floodplain? (Circle One) _____ Yes _____ No

THIS PORTION TO BE FILLED OUT BY PLANNING STAFF:

Amount: \$ _____ **Check Number:** _____

Fire Protection District () Western () Central () None () Other: _____

Watershed: _____ **Map Location:** _____

Permitting Inspector: _____ **PZ Permit #:** _____

Land Grading Permit #: _____ **Bond Amount: \$** _____

Date Permit Issued: _____ **C of C Date:** _____

Action Taken: _____

Computer Entry Date: _____ **By:** _____

7. SETBACKS, EASEMENTS, LOT SIZE AND MINIMUM FRONTAGE REQUIREMENTS

7.1. General Setbacks

The following requirements apply to all properties other than mobile home parks.

7.1.1. SETBACK MEASUREMENTS

Setback distances shall be measured from the property lines of the lot or tract to the structure to be constructed, unless stated otherwise. The setback measurements shall be as follows:

TABLE 1

Property Line Setbacks

SETBACKS (all properties except Mobile Home Parks)	If Property Line is Next to a State or Federal Highway	If Property Line is Next to a Subdivision Road	If Property Line is Next to a County Road with Less Than a 35' Right-of-Way	If Property Line is Next to a County Road with Greater Than a 40' Right-of-Way
Front of Lot (i.e., 911 address)	50'	25'	40'	25'
Sides of Lot	7'	7'	7'	7'
Rear of Lot	10'	10'	10'	10'
Side if on a Corner Lot	25'	12 ½'	20'	12 ½'
Rear if Non-Inhabitable Acc. Structure	5'	5'	5'	5'

Note: Measurements to the structure shall be made to the part of the structure that is closest to the property line. As an example, if the structure has a roof with an overhang, the measurement is made to the overhang and not the foundation or wall of the structure.

7.1.2. RESTRICTIONS ON SETBACK AREAS

There shall be no structures or appurtenances located within the setback area that would increase the property value of the setback area. These include, but are not limited to, the following:

- foundations of structures
- swimming pools
- porticos
- decks
- porches
- carports
- gazebos

Note: If topography of the lot or tract creates a hardship in implementing the setback requirements, the Planning Commission shall determine which, if any, permanent structures may be built within the setback area. The owner / developer shall sign a statement that this improvement within the setback area shall not increase its value should the public need to purchase the right-of-way at a later date.

**THE FOLLOWING FEES HAVE BEEN ADDED TO
THE TANEY COUNTY DEVELOPMENT GUIDANCE CODE
EFFECTIVE OCTOBER 1, 2004
AMENDED JANUARY 1, 2010**

**APPENDIX T
PROCESS AND SPECIFICATIONS**

A schedule of processing costs have been adopted by the County Commission and processing costs are to be paid by all persons, corporations, partnerships, or other entities submitting any such plat or plan as required by these Codes for the approval process by the Planning and Zoning Commission. The processing costs shall be collected by the Planning Department when the requested actions is submitted and accepted for review and consideration.

Section 1, Processing Costs:

	<u>Action Applied For:</u>	<u>Cost:</u>
A.	Division I Permit	\$50.00 per lot
B.	Division I Accessory Buildings (Decks, pools, storage)	\$15.00
C.	Division II Permit	\$100.00 per footprint
D.	Division III Permit	\$150.00
E.	Special Use Permit	\$150.00
F.	Board of Adjustment Variance	\$125.00
	Appeal	\$125.00
G.	All Plats	\$50.00
H.	Sign Permit	\$35.00
I.	Record of Decision (Division III)	\$25.00
J.	Land Grading Permit	\$75.00
K.	Permit Extension	\$15.00

Section II. Additional Processing costs may be adopted by the County Commission as provided by the State Law.

SECTION III. DIVISION II PERMIT PROCEDURE

The Division II permit procedure provides prompt comprehensive review of a development's compliance or non-compliance with the requirements of the Taney County Development Guidance Code.

1. **Step One - Pre-application conference.** The filing of an application for a Division II permit must be preceded by a pre-application conference with the Division II permit examiner. Pre-application conferences are to be arranged by the applicant, who must submit, at a minimum, a sketch plan as the basis for discussion at the conference. The purpose of the pre-application conference is to ensure that the developer understands the requirements of the Development Guidance Codes as they affect his or her project and to provide limited technical assistance on erosion control, parking, basic site planning, or other subjects. The pre-application conference is required, but is not a regulatory proceeding and is intended as a service to the developer.
2. **Step Two - Filing.** An application for a Division II permit may be submitted at any time within one hundred twenty (120) days after the pre-application conference during regular business hours. The following submittals are required:
 - A. Proof of property ownership - either a copy of the property tax statement, a warranty deed or other legally established document which includes both the property owners name and property legal description.
 - B. Sketch plan - a plan drawn to scale showing a north arrow, existing and proposed structures, property lines, utility lines, roads, streams, irrigation or drainage structures and prominent topographic features shall be shown. All adjoining land uses shall also be shown (use of a separate vicinity map is permitted).
 - C. Home Occupations - require a diagram showing all existing and proposed structures, dimensions, property lines, access and parking area.
 - D. Technical Plans - all required technical plans such as Stormwater Management, Sediment and Erosion Control, and Revegetation Plans shall be submitted in accordance with the Development Guidance Code. Other plans may be required depending on the circumstances of the application.
3. **Step Three - Review.** After all required submittals have been presented to the staff examiner, he shall have up to thirty (30) calendar days to review the application and submittals. This review may require consultation with the County Engineer on technical plans and coordination with other state and local

agencies. If the examiner finds that the proposed development is in compliance with the Development Guidance Code and the requirements placed on the development by the Planning Commission, the permit shall be issued at an administrative hearing. The developments location shall be posted in at least one location a minimum of five (5) days prior to the scheduled administrative hearing. The administrative hearing will be scheduled at a time convenient to the staff examiner and the applicant or his representative. If the examiner finds the development is not in compliance with the Development Guidance Code or the requirements set forth by the Planning Commission the application shall be denied. If the application for permit is denied the developer shall receive prompt written notice of the denial.

4. **Step Four - Administrative Hearing:** To ensure that the developer is in complete understanding with regards to the requirements of the Development Guidance Code, the Division III Decision of Record, and the Division II permit, an administrative hearing shall be scheduled by the permit examiner and attended by the developer or a representative. The developer shall be presented with written notice of the approval of his or her application for a permit, a copy of the decision of record, and the Division II permit.

Copies of all applications for Division II permits and of the review by the examiner shall be available at the Planning Commission office's.

The Commission and County Commission shall receive a monthly summary of all Division II applications.