



**TANEY COUNTY PLANNING & ZONING**

**PO BOX 383 / 207 DAVID ST**

**FORSYTH, MISSOURI 65653**

**PH: 417-546-7225 or 417-546-7226**

email: [scott.starrett@taneycountymo.gov](mailto:scott.starrett@taneycountymo.gov)

Date Received: \_\_\_\_\_

Permit#: \_\_\_\_\_

Fees Paid: \_\_\_\_\_

Receipt #: \_\_\_\_\_

***Application for: Rezoning / Conditional Use Permit  
Variance / Appeal / Planned Use Development***

**PROPERTY OWNER/APPLICANT/REPRESENTATIVE INFORMATION**

Owners Name (Please Print): \_\_\_\_\_

Owner(s) Signature (for CUP applicants only): \_\_\_\_\_

Owners Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Representative Name: \_\_\_\_\_

Representative Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

**TYPE OF REQUEST**

- |   |                                   |   |
|---|-----------------------------------|---|
| <input type="checkbox"/> Rezoning                     | <input type="checkbox"/> Variance | <input type="checkbox"/> Planned Unit Development (PUD) |
| <input type="checkbox"/> Conditional Use Permit (CUP) | <input type="checkbox"/> Appeal   | <input type="checkbox"/> Amendment to PUD # _____       |
| <input type="checkbox"/> Amendment to CUP # _____     |                                   | <input type="checkbox"/> Interpretation of Zoning Map   |

Request: \_\_\_\_\_

**PROPERTY INFORMATION**

911 Address of Property: \_\_\_\_\_

Property Number: \_\_\_\_\_ Sec: \_\_\_\_\_ Twp: \_\_\_\_\_ Rng: \_\_\_\_\_

Existing Zoning/ Land Use: \_\_\_\_\_ Acres considered for request: \_\_\_\_\_

Is the property located in the 100 Year Floodplain: Yes No (Circle One)

**EXISTING OR PROPOSED UTILITIES / WATER SUPPLY / SEWER**

☐ Private Well ☐ Shared Well How many people serviced by shared well: \_\_\_\_\_

Public Water District: \_\_\_\_\_ Electric Supplier: \_\_\_\_\_

☐ On-Site Septic System ☐ Central Sewer: \_\_\_\_\_

☐ Treatment Plant: \_\_\_\_\_

Authorized Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

**ACKNOWLEDGEMNT OF AUTHORIZED SIGNATURES**

STATE OF \_\_\_\_\_ )  
 ) SS.

COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged that he/she/they executed the same for the purposes therein contained. In witness thereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

**OWNER AND REPRESENTATIVE MUST READ AND INITIAL THE FOLLOWING:**

- \_\_\_\_\_ Application for a zoning change, CUP, Variance, Appeal, etc. does not guarantee approval of the request. No Refunds will be granted. Non-payment of any required fee or charge will result in an incomplete application and the request will not be heard by the Taney County Planning Board, Taney County Commission, and/or the Taney County Board of Adjustment.
- \_\_\_\_\_ As required by State Zoning Laws, the Planning Department will place a public hearing notice in the local newspaper, mail notifications to all property owners within a 600 feet radius of the proposed zoning parcel and post a notice of public hearing on the property. The applicant or property owner shall be responsible for the postage and newspaper fees associated with their project
- \_\_\_\_\_ The property owner does authorize Planning staff to conduct on-site investigations relating to the request. The site may be evaluated by the Taney County Road and Bridge and Environmental Services Department. Any other agency will require the consent of the property owners to perform on-site inspections or evaluations regarding the request.
- \_\_\_\_\_ All public hearings should be attended by the property owner or their representative. Failure to appear could result in the case not being heard as scheduled. Anyone in attendance will be given an opportunity to enter testimony into the record. A decision may be issued without the attendance of the applicant or representative.
- \_\_\_\_\_ Taney County is not responsible for inaccurate information provided by the owner/representative. Submission of an inaccurate legal description could result in the need to re-advertise the request at the applicant's expense or making the decision void.
- \_\_\_\_\_ All applications, submissions, and testimony at a public hearing are public record.



# County of **TANEY** State of Missouri

## TANEY COUNTY PLANNING AND ZONING

PO BOX 383, FORSYTH, MISSOURI 65653

Office: 417-546-7225 or 417-546-7226

[www.taneycounty.org](http://www.taneycounty.org)

<b><i>Planning Commission Calendar Rezoning/Conditional Use Meetings</i></b>		<b><i>Board of Adjustment Calendar Variance &amp; Appeal Meetings</i></b>	
<b>Application Deadline Date</b>	<b>Meeting Date</b>	<b>Application Deadline</b>	<b>Meeting Date</b>
December 12, 2022	January 9, 2023	December 20, 2022	January 18, 2023
January 16, 2023	February 13, 2023	January 17, 2023	February 15, 2023
February 13, 2023	March 13, 2023	February 14, 2023	March 15, 2023
March 13, 2023	April 10, 2023	March 21, 2023	April 19, 2023
April 11, 2023	May 9, 2023	April 18, 2023	May 17, 2023
May 15, 2023	June 12, 2023	May 23, 2023	June 21, 2023
June 12, 2023	July 10, 2023	June 20, 2023	July 19, 2023
July 17, 2023	August 14, 2023	July 18, 2023	August 16, 2023
August 14, 2023	September 11, 2023	August 22, 2023	September 20, 2023
September 12, 2023	October 10, 2023	September 19, 2023	October 18, 2023
October 16, 2023	November 13, 2023	October 17, 2023	November 15, 2023
November 13, 2022	December 11, 2023	November 21, 2023	December 20, 2023

The Planning Commission meetings are normally held on the second Monday of each month unless a holiday falls on the Monday, then the meeting will be held on the second Tuesday of the month at 6pm in the County Commission Hearing room. The submittal deadline of the Planning Commission meetings will be twenty-nine (29) days prior to the meeting date.

The Taney County Board of Adjustment will meet at 6:00 pm on the third Wednesday of each month in the County Commission Hearing room. The submittal deadline of the Board of Adjustment Hearing will be thirty (30) days prior to the Hearing.

**Rezoning, Conditional Use Permit, Planned Unit Development,  
Variance or Appeal application requirements**

1. Completed signed application, (notarized signature for Rezoning, Variance and Appeals).
2. Proof of Property Ownership: A legal ownership document which includes both the property owners name and legal description or property tax statement
3. A complete type written legal description of the property to be considered in the request must be submitted. This legal description can be obtained from a recorded warranty deed, quit claim deed or a survey.
4. A letter explaining the reason for the request. The letter should include a description of the proposal along with information concerning water and wastewater services as well as information about impacts to traffic, the environment, the impact on the neighborhood and adjoining neighbors, and any proposed mitigation measures.
5. The required application fees: (Fees below does not include postage & advertising costs)

Rezoning	\$200.00
Conditional Use Permit (CUP)	\$200.00
Amendment to CUP	\$200.00
Planned Unit Development (PUD)	\$300.00
Amendment to PUD	\$300.00
Variance	\$200.00
Appeal	\$200.00
Interpretation of Zoning Map	\$100.00

ALL FEES ARE NON REFUNDABLE
6. A site sketch plan including all existing and proposed improvements, setback requirements, on-site wastewater system, well, drive(s), building(s), floodplain and sinkhole locations(s). The site plan may be hand drawn but must be complete.
7. A Planned Unit Development report is required for all PUD applications. This report must be provided by an engineer licensed in the State of Missouri.

The Taney County Planning Commission meetings for Rezoning, Conditional Use Permit (CUP), Amendment to CUP, Planned Unit Development (PUD), Amendment to PUD, are normally held on the second Monday of each month. If a holiday falls on the Monday, the meeting will be held on the second Tuesday of the month. Submittal deadlines for the Planning Commission meetings will be twenty-nine days prior to the meeting.

The Taney County Board of Adjustment meetings for Variances and Appeals will meet on the third Wednesday of each month. The submittal deadline of the meeting will be thirty (30) days prior to the the meeting.

***The Taney County Planning Commission and Board of Adjustment meetings will be held at 6:00 pm. County Commission Hearing Room, Taney County Courthouse, 132 David Street, Forsyth, MO.***





# Western Taney County Fire Protection District

## Prevention Division



In an effort to standardize the interpretation of the International Fire Code for nightly rentals in our response area, the Western Taney County Fire Protection District is issuing the following guidance:

**Permit Fees:** Permit fees for nightly rentals will be calculated at the same rate as new construction regardless of if it is new construction or if it is a conversion of an existing property. The calculation is as follows, Square Footage X IBC Factor (based upon construction type) X 0.6 / 1000 X 3. Example: 2,000 square feet X \$138.97 (wood frame construction) = \$277,940 X 0.6 = 166,764 / 1000 = 166.76 x 3 = \$500.29 permit fee. This fee is a reduced assessment (60%) of what is allowed by the International Fire Code.

### **All new construction for commercial purposes requires the following:**

1. Division or special use permit issued by Planning and Zoning.
2. Architects stamped set of building plans submitted to the fire district.
3. Permit application submitted to the fire district.
4. Fire sprinkler drawing completed by individual qualified under Missouri Law
5. Fire alarm drawing completed (if required) by appropriately licensed individual by State of Missouri law.
6. Permit Fee paid before plan review.
7. Approved permit to be displayed or producible on the worksite.
8. Inspections of the fire sprinkler system to include rough-in plumbing, hydro-testing to the appropriate standard, final fire sprinkler inspection, and final building inspection.

### **All converted construction requires the following:**

1. Division or special use permit issued by Planning and Zoning.
2. Permit application submitted to the fire district.
3. Fire sprinkler drawing completed by appropriately licensed individual by State of Missouri law.
4. Fire alarm drawing completed (if required) by appropriately licensed individual by State of Missouri law.
5. Permit Fee paid before plan review.
6. Pre-inspection/meeting at the property or architects stamped set of building plans submitted to the fire district.
7. Approved permit to be displayed or producible on the worksite.
8. Inspections of the fire sprinkler system to include rough-in plumbing, hydro-testing to the appropriate standard, final fire sprinkler inspection, and final building inspection.

### **Special Considerations:**

1. The number of allowable occupants is determined via square footage divided by 200. Example, 2,000 square feet / 200 = 10 Occupants Maximum.
2. All inspections required a minimum of 24 hours' notice. Failure to schedule inspections can result in the removal of materials or the delay of the certificate of occupancy.
3. Western is always willing to meet with new and existing business prior to requesting permits.



# Western Taney County Fire Protection District

## Prevention Division



Fire protection requirements:

Device	Single Family Home < 2,000 Square Feet	Single Family Home > 2,000 Square Feet	Multi-Family Home Any Size
Smoke Alarms	Yes, in all sleeping areas and corridors	Yes, in all sleeping areas corridors and living areas.	Yes, in all sleeping areas corridors and living areas.
CO Alarm	Yes, one, only in buildings utilizing fossil fuels	Yes, one, only in buildings utilizing fossil fuels (monitored)	Yes, one, only in buildings utilizing fossil fuels (monitored)
Heat Detector	No	Yes, one in the kitchen	Yes, one in the kitchen
Fire Extinguisher	Yes, 5lb ABC in the kitchen	Yes, one 5lb ABC on each level of home	Yes, one 5lb ABC on each level of home
Fire Sprinkler System	Yes, NFPA 13D	Yes, TBD by AHJ	Yes, NFPA 13R or NFPA13
Fire Department Connection	No	Yes 2.5" NST	Yes 2.5" NST
Sprinklers on Covered Porches/Decks	No	Yes	Yes
Monitored Fire Sprinkler System	No	Yes	Yes
Monitored Fire Alarm System	No	Yes	Yes
Knox Box (FD Key box)	Yes	Yes	Yes
Occupant Egress	The maximum distance to an exit at ground level is 75'.	The maximum distance to an exit at ground level is 75'.	The maximum distance to an exit at ground level is 75'.
Emergency Lighting	No	Yes, path of egress only	Yes, path of egress only
Address Labeling	Minimum 4" numbers viewable from the street with a contrasting background.  911 Approved Address Required	Minimum 4" numbers viewable from the street with a contrasting background.  911 Approved Address Required	Minimum 4" numbers viewable from the street with a contrasting background.  911 Approved Address Required
ADA Compliant Alarms	Yes, in ADA accessible homes	Yes, in ADA accessible homes	Yes, in ADA accessible homes



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Assistant Chief Prevention