



TANEY COUNTY PLANNING & ZONING

PO BOX 383 / 207 DAVID ST

FORSYTH, MISSOURI 65653

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

email: Cody.stice@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

- Rezoning
- Conditional Use Permit (CUP)
- Amendment to CUP # _____
- Variance
- Appeal
- Planned Unit Development (PUD)
- Amendment to PUD # _____
- 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.

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.