



**CITY OF BRANSON**  
**PLANNING & DEVELOPMENT**  
 110 W MADDUX ST, SUITE 215  
 PHONE: (417) 337-8535  
 FAX: (417) 334-2391

FOR OFFICE USE ONLY: Project No. _____
FEE & CODE: <b>\$100.00</b> SUPA
DATE & INITIALS: _____
PAYMENT TYPE: <input type="checkbox"/> CASH Receipt # _____
<input type="checkbox"/> CHECK # _____
<input type="checkbox"/> CREDIT CARD REF # _____
PUBLIC NOTICE DATE: _____
PUBLIC HEARING DATE: _____ @ 7:30 PM

## SPECIAL USE APPLICATION

**Applicant Name** (Please Print): \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Applicant Request:** \_\_\_\_\_

**For the following property legally described herein and located at:**

**Street Address:** \_\_\_\_\_

**REQUIRED INFORMATION TO BE INCLUDED BEFORE APPLICATION WILL BE ACCEPTED**

**Please attach a recent copy of the WARRANTY DEED/DEED OF TRUST**

**Restrictions:** (Note: zoning WILL NOT supersede deed restriction(s), if any.)

**No deed restrictions**

**A list of restrictions have been attached.**

**PROPERTY OWNER/AGENT INFORMATION**

**Owner's Name** (Please Print): \_\_\_\_\_

**Owner's Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Owner's Signature:** \_\_\_\_\_

**Agent's Name** (Please Print): \_\_\_\_\_

**Agent's Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Agent's Signature:** \_\_\_\_\_





## Planning & Zoning Commission / Board of Adjustment Application Notes

**The applicant and/or representative MUST attend the meeting or the request will be postponed to the next regularly scheduled meeting.**

- \* A meeting schedule, which includes application submittal deadline dates, is posted on the Planning & Development Department homepage at [www.bransonmo.gov](http://www.bransonmo.gov) or available upon request. No applications will be accepted if incomplete or submitted after deadline date.
- \* The “applicant” is the person or persons making the request of the Commission.
- \* The “owner” is the owner of the subject property.
- \* The “agent” is anyone representing the applicant and/or owner.
- \* The owner’s signature must be an original signature, not a photocopy or fax.
- \* The legal description must be either a lot, block and subdivision description or a complete metes and bounds description.
- \* Copies of any covenants or deed restrictions pertaining to the subject property must be provided to the Planning Division.
- \* For proof of ownership, attach a copy of the owner’s WARRANTY DEED or DEED OF TRUST. QUIT CLAIM DEEDS are not acceptable.
- \* Site plans as requested must be accurate and to scale. Applicant must include an 11 X 17 copy.
- \* All building and structures must meet city adopted building codes and regulations. Please contact the Building Division, (417) 337-8547, for specifics.
- \* Copies of the staff report and proposed resolution concerning your request will be available for pick up in the Planning Division office three (3) working days prior to the meeting.

The Planning Division, (417) 337-8544, will be glad to answer any questions you may have or put you in touch with other necessary City departments.

## **Section 405.040. Special uses.**

A. This title [appendix] shall not apply to existing structures nor to the existing use of any building which shall have complied with all the laws and ordinances in effect prior to the effective date of this title [appendix]. All zoning district regulations shall apply to any enlarging of a building for a nonconforming use in the district in which it is located and to any alteration of a building which is intended to change its use to a less restricted classification.

B. A special use permit shall be required from the planning and zoning commission for any use listed as a special use in any zoning classification and for any use not listed as a permitted use in any zoning classification. A special use permit review is intended to allow the establishment of uses that have a special impact, uniqueness, or effect on the neighborhood surrounding the subject site. In considering a special use, the planning and zoning commission shall consider the location and design of the proposed use, configuration of improvements, potential impacts on the surrounding neighborhood, and that development in each zoning district protects the integrity of that district and, following a hearing, the commission shall record the decision in writing and shall recite the findings upon which the decision is based. The commission may approve and/or modify a special use permit application in whole or in part, with conditions, only if all the following findings are made:

1. The proposed use is conditionally permitted within, and would not impair the integrity and character of the intended purpose of the subject zoning district and complies with all of the applicable provisions of this title [appendix];
2. The proposed use is consistent with the land use plan and comprehensive master plan;
3. There will be no significant negative effects upon environmental quality and natural resources that could not be properly mitigated and monitored;
4. The design, location, size, and operating characteristics of the proposed use are compatible with the existing and future land uses within the general area in which the proposed use is to be located and will not create significant noise, traffic, or other conditions or situations that may be objectionable or detrimental to other permitted uses in the vicinity or adverse to the public interest, health, safety, convenience or welfare of the city;
5. The subject site is physically suitable for the type and density/intensity of use being proposed; and
6. There are adequate provisions for public access, water, sanitation, and public utilities and services to ensure that the proposed use would not be detrimental to the public health and safety.

(Code 1988, § 405.050; Code 1996, § 405.040; Ord. No. 511, § 28, 11-14-1977; Ord. No. 682, § 1, 7-22-1985; Ord. No. 88-56, § 2, 7-25-1988; Ord. No. 91-60, § 1, 11-11-1991; Ord. No. 2000-152, § 1, 10-23-2000; Ord. No. 2001-002, § 1, 1-8-2001)