



## Frequently Asked Questions

### Why did I receive this notice?

This notice was sent to you as a courtesy. You are not required to respond in any way. Our records indicate that you own property located within 500 feet of a property whose owner has applied for a change in Zoning, Conditional Use Permit, Variance, or Preliminary Plat approval. Please note that this request was made by the property owner and has not been generated or endorsed by the County. A legal description and vicinity map of the property are included with this notification. An official Notice of Public Hearing is posted on the property on red signs and was recently published in *The Daily Events*.

### What's next?

The applicant will present their case at a public hearing before the Planning Board, Board of Zoning Adjustment, or County Commission. Any member of the public is invited to speak in favor of or in opposition to this request at the hearing. If you wish to make your opinion known but are not able to attend the hearing, you may mail, fax, or email correspondence to the Board using the points of contact listed below.

### How can I find out more about this application?

The applicants listed on the attached property description may be contacted for more information. Our staff will also be happy to provide any details we have regarding the case.

Greene County Resource Management Department  
Planning & Zoning Division  
Historic Courthouse, Room 305  
940 Boonville, Springfield, MO 65802

Phone – 417-868-4005; Fax – 417-868-4175  
Office Hours – 8:00 a.m. to 4:30 p.m.  
Monday thru Friday (\*except state holidays)



### *If you want to attend a public meeting:*

- *Planning Board hearings begin at 7:00 p.m. on the third Tuesday of each month\* in Room 212 of the Historic Courthouse at 940 Boonville*
- *Board of Zoning Adjustment hearings begin at 9:30 a.m. on the second Tuesday of each month\* in Room 212 of the Historic Courthouse at 940 Boonville*
- *County Commission hearings begin at 9:30 a.m. on the first Monday of each month\* in Room 212 of the Historic Courthouse at 940 Boonville*
- *Requests may be tabled or withdrawn by the applicant prior to the hearing. Please confirm the case you wish to hear is on the agenda.*
- *Silence all cell phones during the hearing.*

More information on Planning & Zoning can be found on the Greene County website at [www.greencountymo.gov](http://www.greencountymo.gov)



### **What does Rezoning mean?**

Every zoning district is assigned a list of permitted uses and acceptable levels of density. An applicant may seek a rezoning for their property to request changing it to a zoning district with different permitted uses and levels of density. Requests for rezoning are first heard by the Planning Board, with the County Commission giving the final ruling.

### **What is a Conditional Use Permit?**

An applicant may seek a Conditional Use Permit (CUP) to carry out a specific use on a property if that use is not listed in their property's current zoning district. Such uses are often unique and may not easily fit in common zoning district definitions. These require further investigation and discussion by both the Planning Board and the Board of Adjustment. If a CUP is approved, it does not change the underlying zoning of the property.

### **What is a Variance?**

The Greene County Zoning Regulations contain a number of rules governing property development. If an applicant requests a variance, they are asking for permission to break one of these rules due to exceptional circumstances. Variances are approved or denied by the Board of Adjustment. If a variance is approved, it does not change the underlying zoning of the property.

### **What is a Preliminary Plat?**

If a piece of land is at any time divided into more than three tracts, a Preliminary Plat must be submitted showing the proposed lot layout and other necessary improvements, such as streets, utility easements, and stormwater management. Once a Preliminary Plat is approved, a Final Plat can subsequently be submitted and recorded, but only if it contains no major deviations from the Preliminary Plat. A Preliminary Plat does not change the zoning of a piece of land. It provides a physical record of how that land's development will be laid out in accordance with the County's current zoning and subdivision regulations. Preliminary Plats are approved by the Planning Board.

### **What is a Plot Assignment District?**

A Plot Assignment District (PAD) is a specialized zoning district that allows specific land uses, such as would be found in a planned development. Some PAD proposals contain multiple land uses and some contain just one, but in all cases, future development on a PAD site is limited to the specific use or uses proposed by the applicant. Rezoning to a PAD requires the submission of more detailed information than a typical rezoning, including sketch plans and an engineering report.



***“Greene County Works...”***