



# GREENE COUNTY COMMISSION

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DISTRICT

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DISTRICT

## RESOURCE MANAGEMENT DEPARTMENT

Planning & Zoning • Building Regulations • Environmental • Building Operations • General Services

Kevin R. Barnes, PE, Director  
Sydney M. Allen, Planning Director  
David O'Dell, Chief Building Official

Kelly J. Short, PE, Stormwater Engineer  
Franz Williams, Building Operations Director  
Elizabeth A. Riebold, General Services Manager

January 26<sup>th</sup>, 2026

### **PUBLIC NOTICE: New Submittal Requirement for all properties**

Effective immediately, any building application involving structural work and/or on site wastewater (septic) project on a parcel must include a current, detailed floor plan in addition to the scope of work.

#### **Required Floor Plan Details**

- All Interior and exterior dimensions
- All Rooms labeled

**Important Note:** If the project adds bedrooms or increases wastewater demand, additional Environmental documentation and/or review may be required (for example, verification that the existing system is adequately sized or documentation supporting system modification).

#### **Applications Affected**

- **Additions**
- **Remodels**
- **Decks (covered and uncovered)**
- **Manufactured homes**
- **Accessory buildings**
- **Septic tank replacement**
- **Lateral repair**

Submittal of all required documents will ensure timely processing of your application

**If you have questions about this requirement or need help determining whether your project is affected, please contact our office 417-868-4015.**

Sec. 4-I 23 2. Application for permit. To obtain a permit, the applicant shall first file an application therefore in writing on a form furnished by the Greene County Resource Management Department for that purpose, Applicant shall:

1. Provide proof of ownership.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
3. Identify and describe the work to be covered by the permit for which application is made.
4. Submit a complete site plan including location of property lines, location of the proposed project and the location of existing or proposed installation of utility lines, septic systems, sewer lines, water lines and wells.
5. Indicate the use and occupancy of all parts of the building or structure which the proposed work is intended.