ARTICLE 10

SPECIAL USES

SPECIAL USE PROCEDURE

Certain uses or exceptions are permitted in some zoning districts, only when a special use permit has been obtained from the City Council. Such uses require special study with respect to specific location and design considerations to assure that they will have minimal negative impact on surrounding properties.

The applicant shall first meet with the Planning/Community Development Manager to receive a full explanation of the zoning and special use requirements and an application form.

The applicant shall submit a **completed** application form to the Office of the Planning Division and pay the appropriate fee. The application shall include a plan showing existing and proposed structures on the property in question, adjacent property, parking spaces, driveways, and other information as required by the adopted zoning regulations. An application shall not be processed unless it has been fully completed, the fee paid, and all required information submitted.

The Planning/Community Development Manager shall then schedule consideration of the application at the next regular meeting of the Planning and Zoning Commission. The Office of the Planning / Community Development Manager shall be responsible for having an official notice of the public hearing published in a newspaper of general circulation at least 15 days prior to the hearing and follow the adopted procedures for considering a special use permit as prescribed in the zoning regulations.

The Planning and Zoning Commission shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. The public hearing may be adjourned from time to time and, upon its conclusion, the Planning and Zoning Commission shall prepare and adopt its recommendation to the City Council. This recommendation shall be submitted along with an accurate record of the public hearing.

SPECIAL USE PERMIT APPLICATION

Return Form to:
Office of the Planning/Community Development Manager
Joplin City Hall
602 S. Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 1511
FAX 417-625-4738

For Office Use Only

Case No.:
Filing Fee: $550.00
Date Advertised:
Date Notices Sent
Public Hearing Date:

APPLICANT: PHONE:

ADDRESS: EMAIL:

OWNER: PHONE:

ADDRESS: EMAIL:

LOCATION/ADDRESS OF PROPERTY:

PRESENT ZONING CLASSIFICATION: ACREAGE:

PRESENT USE OF PROPERTY:

PROPOSED LAND USE ACTIVITY:

ADJACENT ZONING AND LAND USE:

	Land Use	Zoning
North		
South		
East		
West		

Does the proposed special use meet the following standards? If yes, attach a separate sheet explaining why.

	Yes	No
1. Is deemed necessary for the public convenience at that location.		

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2. Is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected. _____ _____

3. Is found to be generally compatible with the neighborhood in which it is proposed. _____ _____

4. Will comply with the height and area regulations of the district in which it is located unless specifically granted. _____ _____

5. Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential use from any injurious effect. _____ _____

6. Adequate utility, drainage, and other such necessary facilities have been or will be provided. _____ _____

Should this special use be valid only for a specific time period? Yes _____ No _____
If Yes, what length of time? _____

ATTACHMENTS REQUIRED:

1. One copy of a legal description of the property on which the use is to be located (deed or certified survey). Must be legible.
2. One copy of the necessary descriptive material related to the intensity and extent of the proposed use, including any traffic conditions that may result; any danger from fire hazards; how the proposed use may affect the character of the surrounding properties; and how the proposed use will benefit the City of Joplin.
3. One copy of a site plan of the property.

The Special Use Permit that will be issued will have set of conditions that will require information regarding the following: (Additional conditions may be imposed by the Commission and Council)

1. Hours of Operation:_____

2. Days of Operation:_____

3. Number of Off-street Parking Spaces:_____

4. Signs (Generally signs are limited to one sign not larger than one (1) foot by two (2) feet set no more than six (6) feet off the ground and at least ten (10) feet inside the property line): _____

5. Number of Assistants or Employees:_____

6. Nature of the Business:_____

7. Location of the Business:_____

Violation of any condition will cause a complaint to be filed with the Municipal Court and the Permit will be suspended immediately requiring reapplication.

SIGNATURE: _____ DATE: _____

BY: _____ TITLE: _____