

**CITY OF LAKE OZARK
PLANNING AND ZONING DEPARTMENT
REZONING PROCESS**

The City of Lake Ozark Governing Body from time to time, may supplement, change or generally revise the boundaries or regulations contained in zoning regulations by amendment. A proposal for such amendment may be initiated by the Governing Body or the Planning and Zoning Commission. If such proposed amendment is not a general revision of the existing regulations and affects specific property, the amendment may be initiated by application of the owner of property affected. Any such amendment, if in accordance with the adopted comprehensive plan, shall be presumed to be reasonable.

Prior to the filing of the rezoning request, the applicant and/or the owner shall first meet with the Zoning Administrator to receive an explanation of the rezoning procedure, Comprehensive Plan requirements and zoning requirements of the requested zoning district.

After reaching the pre-application requirements for the rezoning, the applicant/owner may submit a completed rezoning application together with any supplementary information necessary to the Zoning Administrator. A deposit of six hundred dollars (\$600.00) shall accompany the rezoning application to wholly or partially defray the costs of the rezoning procedures. The City Clerk shall refund the amount of the deposit to the applicant, less the actual costs incurred by the City, upon a written finding of the Zoning Administrator that a refund is due to the applicant at the conclusion of all rezoning proceedings. The Applicant should also submit a certificate proving ownership of the entire tract requested to be rezoned. An application shall not be processed until it has been fully completed, the appropriate fee paid, and all requested information submitted.

All such proposed amendments first shall be submitted to the Planning and Zoning Commission for recommendation. The Planning and Zoning Commission shall hold a public hearing thereon at its next regular meeting for which the application may be scheduled, shall cause an accurate written summary to be made of the proceedings, and shall give notice in like manner as that required for recommendations on the original proposed zoning regulations. Such notice shall fix the time and place for such hearing and contain a statement regarding the proposed changes in regulations or restrictions or in the boundary or classification of any zone or district. If such proposed amendment is not a general revision of the existing regulations and affects specific property, the property shall be designated by legal description or a general description sufficient to identify the property under consideration.

In addition to such publication notice, written notice of such proposed amendment shall be mailed at least fifteen (15) days before the hearing to all owners of record of lands located within at least one hundred eighty-five (185) feet of the area proposed to be altered. At any public hearing held to consider a proposed rezoning, an opportunity shall be granted to interested parties to be heard.

**CITY OF LAKE OZARK, MISSOURI
REZONING APPLICATION**

Return Application to:

City Hall- Zoning Administrator
3162 Bagnell Dam Blvd.
Lake Ozark, MO 65049

Case Number: _____

Date Filed: _____

Date of Meeting: _____

Fee Paid: _____

Date Advertised: _____

Date Notices Sent: _____

1. Owner's Name: _____

Owner's Address: _____

City/State/Zip _____

Owner's Phone Number: _____

2. Applicant's Name: _____
(if different from owner)

Applicant's Address: _____

City/State/Zip _____

Applicant's Phone Number: _____

3. Legal Description of Property: Section: _____ Township: _____ Range: _____

4. Location of Property by Streets: _____

5. Present Zoning of Property: _____

6. Present Use of Property: _____

7. Requested Zoning: _____

8. Size of Lot in Acres: _____

9. Please submit on a separate sheet, the current names and addresses of all property owners within 185 feet of the subject property from the Miller or Camden County Assessor's Office.

Owner's Signature: _____ **Date:** _____

Applicant's Signature: _____ **Date:** _____
(if different from owner)

Engineer's Signature: _____ **Date:** _____