

**CITY OF LEBANON
CITY HALL
LEBANON MO 65536**

- The site plan will be submitted to the Building and Zoning Administrator. If it is determined, by the Building and Zoning Administrator that the site plan meets all the rules, regulations, and ordinances of the City of Lebanon, that no variance or conditional use is required, and it does not abut residentially zoned property then the Building and Zoning Administrator along with the City Administrator and Public Works Director may approve the site plan.
- The site plan will be forwarded to the Chairman of the Planning and Zoning Commission or approval. The City will notify the owner within 5 working days if the site plan has been approved or if the site plan must go before the Planning and Zoning Commission at their regular monthly meeting.
- The Building and Zoning Administrator will report each month to the Planning and Zoning Commission, by mail, all site plans that have been approved, or by report at the next regularly scheduled meeting, which meeting is held the second Thursday of each month. The Commission shall have the power to require additional setback requirements (not to exceed 50 percent of the otherwise required setback for the district), construction of fencing, planting of trees and/or other similar requirements in order to reduce any harmful effects on the adjoining property.
- In reviewing the site design, the Commission shall consider all factors it deems relevant including the use of the adjoining property and the district classification of the adjoining property. No notice or hearing shall be required and the Commission shall review the site design and make its requirements, if any, as a part of the permit application procedure.
- The approval of the site plan by the Commission shall be void after a twelve-month period if no permit is issued and in the event a change in the code requirements occurs during the said twelve-month period. The site plan must be modified to conform to the new rules and resubmitted to the Commission.