

Brief Summary of Residential Zoning Requirements for Construction in Merriam Woods

This summary is not intended to be a complete list of the requirements of the zoning ordinance or building process. All applicants should read the ordinance completely before proceeding.

Building Permits

Building permits are valid for 6 months and the construction is inspected by the Village. The work must conform to the 2003 International Building Code and cannot begin until the permit has been issued. Inspections must be arranged with the Building Inspector 24 hours in advance for footings/foundation, underslab plumbing, 4-trade (rough-in), final, and electrical service.

Projects which require building permits

Residences	Room additions
Roof-overs	Garages
Sheds (including portable)	Carports (including portable)
Driveways	Retaining walls higher than 4 feet
Swimming pools deeper than 2 feet	Fences
Landscaping structures such as pergolas, gazebos, etc.	

Please allow 3 days for building permit approval. Incomplete applications cannot be accepted and fees, deposits, and bonds must be paid at the time of submission.

Contractors

All contractors, sub-contractors, laborers, etc. working on any project must possess a Merriam Woods license and must be listed on the building permit application.

Setbacks

Structures, other than driveways, cannot be placed in the setbacks, and no accessory structures are permitted in the front yard.

For lots established prior to August 2008:

Front setback	20 ft
Side and rear setback	7 ½ ft

For lots established after August 2008:

Front setback	25 ft
Side setback	15 ft or 25% of lot width, min 7 ½ ft
Rear setback	10 ft

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New Residences

Applications for new residences, whether for site-built or manufactured housing, require additional documentation. In addition, manufactured housing requires a copy of the bill of sale indicating the year the home was constructed and either pictures of all sides or the company's floor plan.

- Survey

- Site plan showing all structures, driveways and setbacks drawn to scale

- Footing and foundation plan

- Electrical layout

- Sealed plan for trusses

- Proof of property ownership (tax bill, recorded deed)

- Cash bond

- Culvert permit application

- Water/sewer service application (read w/s installation instruction sheet)

- Grading permit if the site elevation will change by more than 1 foot

- Manufactured Housing requires concrete or concrete block perimeter

- Certificate of occupancy before moving in

To obtain a Certificate of occupancy, the following items must have been completed:

- Approved final inspection from the Building Inspector.

- Landscaping

- Culvert installed

- Asphalt or concrete driveway

- 911 address posted

- Road repairs

All contractors and/or owners, prior to the start of work must:

1. Be a licensed and approved contractor in Taney County to perform sewer installations.
2. Have a current business license issued by Merriam Woods Village and a certificate of insurance showing \$50,000 minimum liability insurance coverage and showing workers' compensation coverage.
3. Contact Missouri One-Call Dig-Rite to locate and safeguard all buried utilities in the construction area.
4. Notify the Village Office three business days prior to the start of work in order to schedule the inspection of the water and sewer taps.

It is the responsibility of the contractor and owner to:

1. Excavate, shore and brace all excavations as required by OSHA and expose one foot around the main sewer line to make the sewer tap.
2. Install a minimum of one cleanout (with a cap) for every fifty feet of service lateral installed.
3. Fill, compact and patch any street crossings, ditches and easements back to its original condition. The Village Inspector shall verify that the repair is adequate and release the contractor. The cost of repairs for all settling of ditches or trenches shall be recovered through the Road Cut Fee.

Please be advised that a Stop Work Order may be issued by the Village if any of the above requirements are not met. Additionally a Citation to appear in Municipal Court for violation of a Village Ordinance can be issued. A fine (\$500 per day of violation) and 30 days in jail or both, may be imposed upon a finding of Plea of Guilty.