

**CITY OF BONNER SPRINGS**

Community and Economic Development Department

<i>Staff Use Only</i>
<b>LP - _____</b>
PC Date: _____
Date Rec'd: _____
Rec'd by: _____

**LANDSCAPE PLAN APPLICATION**

Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Name (if applicable): \_\_\_\_\_

Applicant (Print): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail (required): \_\_\_\_\_

Name of person/firm preparing the landscape plan (Print): \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail (required): \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Lot/Tract Size (sq.ft./acres): \_\_\_\_\_

Is the Property Platted:  Yes  No

If Yes, Subdivision Name: \_\_\_\_\_ Block/Lot(s): \_\_\_\_\_ / \_\_\_\_\_

Legal Description (separate page if necessary): \_\_\_\_\_

Linear Distance of Arterial Street/Expressway Frontage: \_\_\_\_\_

Width of the Landscape Edge along the Street Frontages: \_\_\_\_\_

Number of Parking Spaces: \_\_\_\_\_ Number of Dwelling Units (Multi-Family only): \_\_\_\_\_

Identify Means of Perpetual Maintenance: \_\_\_\_\_

Number of Trees Requested for Preservation Credits: \_\_\_\_\_

Type of Irrigation System (Check One):  Underground  Drip  Hose Attachment

Number of Trees Required: \_\_\_\_\_ Provided: \_\_\_\_\_

Number of 3 Gallon Shrubs Required: \_\_\_\_\_ Provided: \_\_\_\_\_

All Required Trees Shown on the Plan are from the Approved Tree List:  Yes  No

If No, Why: \_\_\_\_\_

***I hereby certify that the information herein submitted is complete, true, and accurate. That I have reviewed the development process and the landscape plans contain all the information required by the zoning ordinance.***

SIGNATURE OF APPLICANT: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICANT'S NAME (PRINTED): \_\_\_\_\_

DOES THE APPLICANT HAVE PERMISSION FROM THE OWENER(S) TO APPLY?

Yes \_\_\_\_ No \_\_\_\_

IF REQUESTED, CAN THE APPLICANT PROVIDE A LETTER OF CONSENT FROM THE OWNER(S)?

Yes \_\_\_\_ No \_\_\_\_

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### **Landscape Plan Review Process**

A pre-application meeting with the City Planner is required prior to application submittal. Call or email to set an appointment -- 913-667-1708

### **Submittal Requirements**

- \_\_\_\_\_ Completed and signed application
- \_\_\_\_\_ Eight (8) 11" x 17" copies of a scaled site plan (see landscape guidelines page)
- \_\_\_\_\_ Check for \$100.00 – made payable to the City of Bonner Springs for application fee
- \_\_\_\_\_ PDF copy of all drawings must be emailed to the City Planner

### **Meeting**

The Planning Commission holds a public meeting and votes on the application.

- *Planning Commission meetings are typically on the third (3<sup>rd</sup>) Tuesday of each month at 7:00 PM*

At a minimum the Landscape Plan should indicate the following:

1. Existing features: (if any)
  - a. Fire hydrants;
  - b. Structures;
  - c. Utility poles (lines and meter locations); and
  - d. Existing Trees (indicate caliper).
2. Zoning ordinance requirements:
  - a. Location of required landscape edge with dimension;
  - b. Location of all utility easements with dimensions
3. Dimensions of any parking lot islands;
4. Screening fence placement and height;
5. Any special landscape provisions of Special Use Permits or Planned Districts if applicable;
6. Sign placement, size, color, and height;
7. Sidewalk placement along street frontage (min. 4' width) and any leading to or in front of structures;
8. Parking and access design:
  - a. Location and number of access points; and
  - b. Location of all interior parking stalls.

9. Exterior light poles;
10. Location of trash receptacles and height of screening fence;
11. Plant key showing at a minimum quantity, size, common name, and botanical name;
12. Tree and shrub planting detail;
13. Details of any additional hardscape features;
14. Method of irrigation (If hand watering is chosen, hose bibs must be no greater than 100' from furthest installed plant); and
15. Any reserve areas, water features, greenways, or trails.

### Reference

The Landscape Regulations are located within Article XXX of the Zoning Ordinance, which may be found on the City's website.

<https://www.bonnerrsprings.org/DocumentCenter/View/92/Zoning-Ordinance?bidId>

### Questions

Contact the City Planner at 913-667-1708