

Staff Use Only
BSRZ -
PC Date: _____
CC Date: _____
Date Rec'd: _____
Rec'd by: _____

REZONING APPLICATION

Date: _____

Subject Property Address: _____

Project Name (if applicable): _____

Applicant Name: _____ Phone: _____

Address: _____

E-mail (required): _____

Record Property Owner: _____ Phone: _____

Parcel No.: _____ Section/Township/Range: _____

Legal Description of the Tract: _____

Current Zoning: _____ Present Land Use: _____ Future Land Use Designation: _____

Proposed Zoning: _____ Proposed Use: _____ Future Land Use Designation: _____

I hereby certify that the information herein submitted is complete, true, and accurate. That I have reviewed the application, development procedures, and guidelines required, and I hereby grant the City permission to post a public notice sign on the subject property.

Applicant Signature: _____ Date: _____

Applicant Name (Printed): _____

Does Applicant have Permission from the Owner(s) to Apply for Rezoning and Authorize Permission to Post?

Yes ___ No ___

If Requested, Can the Applicant Provide a Letter of Consent from the Owner(s)?

Yes ___ No ___

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Rezoning Application 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

Applicants are encouraged to communicate with all adjacent property owners prior to beginning the rezoning application process.

All applications are subject to a public hearing at a Planning Commission meeting where a recommendation to approve or deny will be forwarded to the Governing Body.

Submittal Requirements

_____ Completed and signed application – (Owner’s consent may be required)

_____ Eight (8) 11” x 17” copies of a scaled site plan or survey of the area to be rezoned

Site plan must be:

- ✓ drawn to scale,
- ✓ contain the legal description, and
- ✓ indicate buildings, parking, north arrow, etc.

_____ Check for \$300.00 – made payable to the City of Bonner Springs for application fee

_____ PDF copy of all drawings must be emailed to the City Planner

Additional fees

City staff generates a list of property owners within the 200’ radius of the exterior of the subject property and creates and mails notification of a public hearing for a Rezoning application.

- ✓ Applicants will be billed \$12 for each unique property owner on the 200’ mailing list.

City staff submits the required notification to the City newspaper for publication not less than 20 days prior to the public hearing.

- ✓ Applicants will be billed for the publishing costs.

City staff will prepare and post a Notice of Public Hearing sign.

- ✓ Applicants will be billed \$25 for the first sign and \$10 for each additional sign, if applicable.

Meetings

The Planning Commission holds a public meeting and votes to recommend approval or denial of the application.

- ✓ Planning Commission meetings are typically on the 3rd Tuesday of each month at 7:00 PM

The Governing Body will review the application for consideration and action at a regular City Council meeting.

- ✓ The City Council typically meets on the 2nd and 4th Monday of each month at 7:30 PM.

FEES

Application Fee: \$300	\$ _____
Notification: _____ x \$12 =	\$ _____
Publication:	\$ _____
Sign (first): \$25	\$ _____
Add'l Signs _____ x \$10 =	\$ _____
Total Due: \$	_____

Invoice Date: _____
Payment Rec'd Date: _____
Check #: _____
Receipt #: _____
Comments: _____

