CITY OF BONNER SPRINGS, KS
Community and Economic Development Department

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 _____

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 or rclyne@bonnersprings.org

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

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<th>Description</th>
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Total Due: $_________