

Staff Use Only
<b>BSZ -</b> _____
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 or [rcline@bonnersprings.org](mailto:rcline@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 3<sup>rd</sup> 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 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 7:30 PM.*

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**FEES**

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

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**Total Due: \$ \_\_\_\_\_**

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