



**For Office Use Only:**

Permit #: \_\_\_\_\_  
Received: \_\_\_\_\_

(Village Stamp)

**Native Planting Lot Permit Application**

**PROPERTY INFORMATION**

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

Property Identification Number (PIN): \_\_\_\_\_

County:  Cook  DuPage  Kane

**OWNER/OCCUPANT INFORMATION**

a. Current Occupant (if other than property owner): \_\_\_\_\_

Telephone: \_\_\_\_\_

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

b. Owner of Property: \_\_\_\_\_

Address (PO BOX not permitted), City, State, Zip Code (if other than Property Information):

\_\_\_\_\_

Telephone: \_\_\_\_\_

(Number at which property owner can be reached during business hours)

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

**ATTACH THE FOLLOWING TO THIS APPLICATION:**

- o **Landscape Plan drawn to scale with the location of existing/proposed native plant materials clearly labeled and identified. The Landscape Plan shall include the following:**
  - List of all native plant materials by common name
  - Location of any/all easements
  - Property lines clearly identified
  - All existing structures, including accessory structures, fences, etc.
  - Paved/impervious areas
  - North arrow
- o **\$100 Initial Permit Fee**

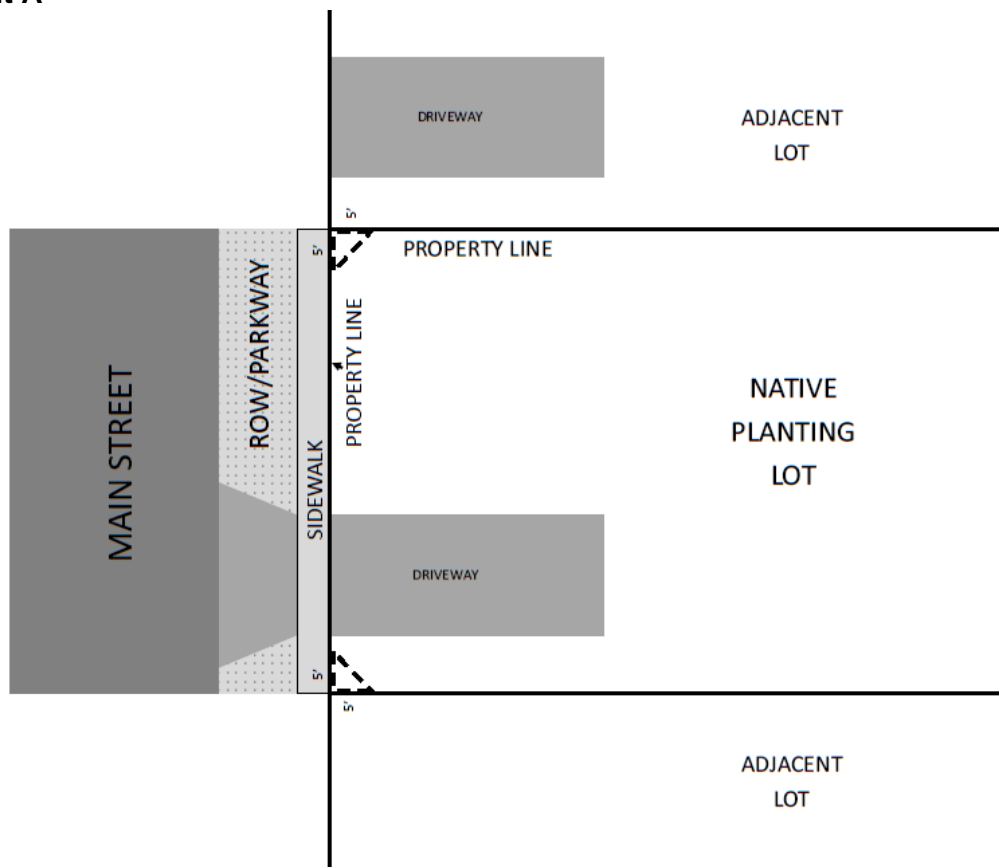
**INSPECTIONS AND CONTINUED MAINTENANCE INFORMATION**

- a. Application: A permit application must be submitted or renewed each year with the Community Development Department prior to May 1<sup>st</sup> and shall be valid for one (1) year; from May 1<sup>st</sup> to the following April 30<sup>th</sup>.
- b. Initial Inspection: Once an application is approved by the Community Development Department, a permit shall be issued for the installation of the native plantings per the approved permit application for the native planting lot. The owner or occupant of the subject property shall contact the Community Development Department to schedule an inspection once the native plantings have been installed. The inspection shall be conducted by the Health Officer and/or Code Enforcement Officer for compliance with the approved permit application plans and information submitted in support of a native planting lot. If the initial inspection fails and/or is not in

compliance with the approved permit application and/or landscape plan, a \$25.00 re-inspection fee will be charged to the owner/occupant of the subject property for each subsequent inspection. If determined by the Community Development Director or his/her designee(s) that a consultant is necessary to review the permit application and/or conduct an inspection on the subject property, the applicant shall reimburse the Village for all consultant fees and expenses charged to the Village.

- c. Annual Inspections: Each year thereafter, a native planting lot permit application shall be required to be renewed and an annual re-inspection of the property shall occur, however no annual renewal fee/inspection will be charged.
- d. Annual Cutting: Native plantings on native planting lots shall be fully mowed or cut to a height of eighteen inches (18") or less at least once prior to May 1st of each calendar year. The Health Officer and/or the Code Enforcement Officer shall conduct an inspection of the subject property on or around May 1<sup>st</sup> to verify the native plantings have been mowed or cut.
- e. Restrictions: Native plantings shall not:
  1. Be permitted within the public parkway, unless approved and installed by the Village;
  2. Obstruct a public sidewalk/path or the intended flow of any drainage easement or swale;
  3. Interfere with the "native planting vision clearance triangle" defined as the triangular area determined by a diagonal line connecting two (2) points measured five (5) feet equidistant from each lot corner of the two (2) intersecting property lot lines of the subject property (see Exhibit A).

**Exhibit A**



**COMPLIANCE**

Compliance with the terms of Title 4, Chapter 3, Section 4-3-2: PLANTS AND WEEDS: shall be a condition of the issuance of any native planting lot permit. The terms and conditions of native planting lot permits shall be enforced in accordance with Title 3, Chapter 1, of the Bartlett Municipal Code. If three or more violations occur on any property issued a native planting lot permit, said permit may be revoked by the Village President in accordance with the provisions of Title 3, Chapter 1 of this code. Permits may be amended with the express written approval of the Community Development Director and/or his/her designee. Non-compliance may result in an appearance at a Local Adjudication proceeding.

**PENALTY**

Any person violating any provision shall be fined not more than five hundred dollars (\$500.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. Any such fine imposed shall be in addition to any abatement costs and nuisance abatement fees due the Village, in addition to any fine imposed by an Administrative Hearing Officer or court of competent jurisdiction, shall be a debt owed the Village.

**ACKNOWLEDGEMENT**

**I understand that by signing this form, that the property in question may be visited by Village Staff and that the Occupant (if not the Owner) listed above will be the primary contact for all correspondence issued by the Village.**

**I certify that the information and exhibits submitted are true and correct to the best of my knowledge.**

**SIGNATURE OF OCCUPANT (if not the Owner):** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SIGNATURE OF OWNER:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Native plantings are defined as those native or naturally occurring plant species identified as wildflower and prairie grasses in commonly accepted publications including "Plants Of The Chicago Region", by Floyd Swink and Gerold Wilhelm (1974), "Wildflowers Of The Tallgrass Prairie, The Upper Midwest", by Sylvan T. Runkel and Dean M. Roosa (1989), "Field Guide To North American Wildflowers, Eastern Region", by the Audubon Society (1979), and "Native Illinois Herbs And Forbs", by the Illinois Department of Conservation. A copy of each aforesaid publication shall be on file and available for review in the Community Development Department.

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INSPECTION DATE	ISSUED BY	FEE \$100.00	PAID ON DATE
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