

# Memorandum

## City of Lawrence

### Planning & Development Services

**TO:** David Corliss, City Manager

**FROM:** Lynne Braddock Zollner, Historic Resources Administrator

**CC:** Scott McCullough, Planning & Development Services Director  
Sheila Stogsdill, Assistant Planning Director

**Date:** November 5, 2008

**RE:** Request to Use A Portion of the Parking Lot in the 800 Block of Vermont Street for Construction Staging During the Rehabilitation of 123 W 8<sup>th</sup> Street, the Standard Mutual Life Building

Please include the following item on the City Commission agenda for consideration at the November 11<sup>th</sup> meeting.

#### **I. Project Description**

The applicant for SP-03-17-07, a site plan for the rehabilitation of 123 W 8<sup>th</sup> Street, has requested the use of the eight parking spaces on the north end of the City parking lot located on the east side of the 800 block of Vermont Street for use as a staging area during the rehabilitation of the structure located at 123 W 8<sup>th</sup> Street.

#### **II. Project History**

The original site plan submitted on March 13, 2007 included an addition to the existing building that would have required the applicant to purchase a portion of the City parking lot located on the east side of the 800 block of Vermont Street. The applicant has revised the development project and no longer needs to purchase this area for an addition.

#### **III. Project Status and Details**

In the attached letter, the applicant proposes a temporary use of the eight parking spaces on the north end of the parking lot located on the east side of the 800 block of Vermont Street. (Site Plan is attached.) This temporary use would allow for construction materials and equipment to be secured in an off-street area. The applicant proposes the temporary use for nine months from the date of the site plan approval. An agreement between the property owner of 123 W 8<sup>th</sup> Street and the City of Lawrence can stipulate the terms of the temporary use including, but not limited to, the duration of use, the restoration of the parking area upon termination of temporary use, and the compensation of the lost parking revenue to the City.

Notification of this request was sent to all property owners adjacent to the City parking lot. This includes property owners on the west side of Massachusetts Street and the west side of Vermont Street in the 800 block.

#### **IV. Action Request**

Consider request and authorize the City Manager to enter into an agreement to permit the use of the parking spaces, if appropriate.