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www.lawrenceks.org/pds/

2010 Annual Report

By the Numbers:

Development Services: Building Safety Division

The Building Safety Division is responsible for ensuring all structural development in the City of Lawrence meets the code standards that have been adopted by the city. The division, in reviewing building permit applications, identifies code issues and works with applicants to resolve any issues prior to construction. The division performs all applicable building inspections throughout the construction process, as well as administering a contractor licensing program to maintain construction standards.

| Permit Type | 2008 | 2009 | 2010 |
|--------------------|----------------|----------------|---------------|
| Single-Family | 102 | 110 | 146 |
| Duplex | 12 (24 units) | 16 (32 units) | 10 (20 units) |
| Multi-Family | 27 (557 units) | 15 (172 units) | 6 (220 units) |
| Commercial | 11 | 9 | 9 |
| Remodel | 271 | 200 | 275 |
| Mech./Plumb./Elec. | 1165 | 1090 | 1313 |
| Signs | 386 | 370 | 340 |
| Other | 204 | 188 | 156 |
| Total | 2,179 | 1,988 | 2,255 |

- Inspections performed – 8,466
- Inspections requested via Inspection Hotline – 4,450
- Plan review actions completed – 4,306
- Licenses issued –
 - Building contractor licenses issued – 424
 - Trades contractor licenses issued – 370
 - Trades worker licenses issued – 514
- Hours of contractor continuing education sponsored:
 - Spring Johnson County Licensing Education Program – 356
 - Fall Johnson County Licensing Education Program – 610
 - City of Lawrence Education Program 06/03-06/04/10– 432
 - City of Lawrence Education Program 12/10/10 – 704
- Percent of permit applications reviewed within target timeframes:
 - Residential applications within 5 days – 99.36%
 - Commercial applications within 15 days – 95.77%

The Building Safety Division provides monthly permit reports to the City Commission and monthly articles for the Lawrence Home Builder's Association Newsletters.

Accomplishments:

Development Services: Building Safety Division

- Worked with education vendors to provide and promote continuing education programs in Lawrence for contractors and trades workers. Programs were held on June 3rd and 4th, and December 10th. Education topics presented included *Basement Finish Guidelines; Proper Window, Flashing, and Weather Barrier Installation; Venting Gas Appliances; Venting and Combustion Air; Electrical Provisions of the 2009 IRC; Plumbing Provisions of the 2009 IRC; Mechanical Provisions of the 2009 IRC; 2009 IRC update; Potable Water/Fire Protection; and Protection, Motors, Conductors, & Other NEC Calculations under the 2008 NEC.*
- With the support of the code review boards, worked to review and prepare ordinances adopting the 2009 International Codes, which became effective January 1, 2011. Significant issues in the updated codes include increased energy conservation standards that are estimated to improve building performance by 8% to 10%; requirements for carbon monoxide detectors in newly constructed dwellings and existing dwellings where work requiring a permit is performed; tamper-resistant electrical outlets in new dwellings; revised wall bracing and foundation anchorage requirements; and revised venting requirements for clothes dryers.
- Staff also participated in several outreach initiatives to promote and educate the public about building code issues and upcoming changes associated with adoption of the 2009 codes. These efforts included presentations at Remodelers Council meetings and Lawrence Home Builders Association general membership meetings, and articles for monthly LHBA newsletters.
- Implemented changes in contractor licensing regulations to disassociate costs for contractor education from the license fee structure and discontinue the practice of paying for contractor education through the Johnson County Licensing Program. These changes reduce confusion concerning when the City would or would not pay for contractor continuing education, as well as fees due for license renewals. The changes also eliminate uncertainty in the annual budgeting process.
- BSD staff attended a total of 158 hours of continuing education training. Staff attended training on various building code topics, disaster assessment, state regulations related to technical professions, and sustainable design, as well as CPR classes and internal safety discussions.

The Building Safety Division provided continued support to numerous advisory boards, including:

- Electrical Code Board of Appeals
- Plumbing Code Board of Appeals
- Building Code Board of Appeals
- Contractor Licensing Board
- Mechanical Code Board of Appeals

2010 Annual Report

Programs and Services:

Development Services: Community Development Division

The Community Development Division (CDD) administers multiple grants provided directly by the US Department of Housing and Urban Development (HUD), Kansas Housing Resources Corporation (KHRC) and the Kansas Department of Commerce. Those include the Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME), and the Emergency Shelter Grant (ESG) programs.

- There were 23 Emergency or Furnace Loan applications approved and completed for a total of \$78,808.
- The First Time Homebuyer Lawrence Community Housing and Land Trust (LCHLT) program placed six first time homebuyers in new homes for a total of \$149,685.
- There were 68 properties that received Weatherization assistance. Attic insulation, weather-stripping of entry doors, and new storm windows were installed for a total of \$88,686.
- The Community Development Division, in partnership with Tenants to Homeowners, Inc. completed the Rhode Island Roost Rentals project, which was funded with Neighborhood Stabilization Funds, providing five affordable rental units in East Lawrence.
- The Community Development Division accepted applications for the new Comprehensive Rehabilitation list in early 2010. During 2010, nine homes were completed for a total of \$160,476.
- Tenants to Homeowners, Inc. is the City's certified Community Housing Development Organization (CHDO), a non-profit affordable housing provider. In partnership with the City of Lawrence, they were awarded the 2010 Ad Astra Innovation in Housing and Community Development award at the 2010 Kansas Housing Conference for the construction of what's been called the "Greenest Affordable Home in Kansas." 1245 New Jersey in Lawrence is a unique dome house that combines energy efficiency with affordability.
- Development Services staff recycled 60 lbs of aluminum cans throughout 2010. The money received from this project benefitted The Humane Society of Lawrence.

The Development Services Division logged over 1000 training hours in 2010, bringing the average per employee to approximately 65 hours. Department employees hold more than 97 certifications, which is almost six certifications per employee. The department also was able to hold several different training opportunities for our residents and contractors throughout the 2010 year, including sessions for contractor education and education on Lead Safe Work Practices. In addition, Danelle Dresslar, Management Analyst, passed the Certified HOME Program Specialist Regulations test.

2010 Annual Report

Programs and Services:

Development Services: Community Development Division



Before

After

Improvements were made to **1132 Rhode Island St.** as part of the Comprehensive Rehabilitation Program. On the exterior, sidewalks were replaced, new gutters and downspouts were installed, lap siding was repaired, the porch was rehabilitated and the exterior was painted. On the interior, a new tile backsplash was installed in the kitchen, new lighting fixtures were installed, water line repairs were made and a new furnace and water heater were installed.

- The Community Development Division applied for and received additional funding from the Housing and Economic Recovery act of 2008 (HERA) stimulus package. The City of Lawrence received an additional allocation of \$475,000 in Neighborhood Stabilization Program (NSP) funds. This grant is administered by the Community Development Division and will be used to redevelop or rehabilitate four homes that will be rented to low and moderate income families with an eventual goal of selling these homes to eligible tenant families using the Lawrence Community Housing Trust Lease to Purchase Program in partnership with Tenants to Homeowners.
- The Community Development Division was awarded a Best Practice at the 2010 Kansas NAHRO Conference in Wichita, as well as winning the same award at the 2010 Southwest NAHRO Regional Conference in Springdale, AR. The project consisted of web-based agendas for citizen advisory boards as well as merge document management.

2010 Annual Report

Programs and Services:

Development Services: Code Enforcement Division

The Code Enforcement Division enforces the Property Maintenance Code, Environmental Code, Weed Code, Sign Code, Development Code, Fence Code, Sidewalk Dining Ordinance, Rental Inspection Ordinance and the Sidewalk Snow Removal Ordinance. A great deal of the division's time is spent investigating cases involving blighted properties, site plan compliance inspections, sub standard housing inquiries and managing the rental inspection and licensing program.

- Initiated the first enforcement of the revised sidewalk snow removal ordinance. From late December 2009 to mid-March 2010, staff investigated over 700 complaints and issued over 200 citations.
- Continued to work on resolving code violations at 617 W 4th. This required several contacts each week with contractor and the managing of the escrow account. In May the project was completed as all the funds were spent. The result is a code complaint structure regarding exterior conditions.
- Worked throughout the year to bring the structures located at 1313 Haskell into compliance with city code, which included obtaining search warrant, presentation of demolition to the City Commission and the monitoring of the property through the end of the year. Property sold in late December and staff is monitoring compliance.
- Continued to work in bringing the property conditions at 331 Johnson Ave into compliance with city code. Staff presented the case to the City Commission in the spring and continued to provide updates throughout the remainder of the year. A complaint has been filed through Municipal Court and the trial is pending.
- Drafted the ordinance for the adoption of the 2009 International Property Maintenance code which was adopted in November.
- Presented a demolition resolution for 1200 Pennsylvania to the City Commission which resulted in the three structures located on the property being demolished due to their unsafe conditions.
- Presented abatement resolution to the City Commission regarding the exterior conditions at 214 N. 6th and abated the property.
- Staff attended Disaster Assessment Training as well as Midwest Code Council training.

2010 Annual Report

By the Numbers:

Development Services: Code Enforcement Division

| Type | 2008 | 2009 | 2010 |
|--------------------------|--------------|--------------|--------------|
| Snow Removal | 326 | 310 | 479 |
| Graffiti | 171 | 156 | 146 |
| Structural Blight | 48 | 79 | 47 |
| Environmental Blight | 448 | 542 | 500 |
| Tenant Complaint Housing | 54 | 45 | 66 |
| Weed/Grass | 1043 | 1000 | 949 |
| Rental Inspections | 431 | 743 | 435 |
| Zoning | 24 | 27 | 15 |
| Total | 2,545 | 2,875 | 2,637 |

- Total number of cases opened for each violation type. Does not reflect total number of inspections completed for each case type.
- Staff experienced an increase in the amount of internet complaints received from citizens. In 2009, staff received 121 compared to 334 for 2010 resulting in an increase of 175%.

Got a question about the First Time Homebuyer Program?

Want to report a Code Violation?

Have a question regarding Building Codes?

Give Development Services a Call: 832-7700

or

Visit them on the Web:

<http://www.lawrenceks.org/pds/>

2010 Annual Report

Programs and Services:

Planning: Transportation Planning Division

The Lawrence–Douglas County Metropolitan Planning Organization (L-DC MPO) is designed to foster cooperation among local governments in the region to plan for and develop a multimodal transportation system that meets the mobility needs of the area's residents and serves the region's economy. Special emphasis is placed on providing equal access to a variety of transportation mode choices (transit, bicycling, walking, automobile, carpool, etc.) and ensuring effective public involvement throughout the planning process. The L-DC MPO develops the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) which together establish the planning policy and transportation investment priorities for Douglas County.

During 2010 the MPO and staff continued to review and update existing MPO documents and processes. This work was done in order to create new MPO projects to keep operations in compliance with federal regulations for metropolitan transportation planning. The MPO staff also worked with KDOT staff and others to ensure that the MPO operation was fiscally sound and made the most out of federal and state resources available for MPO use. These MPO efforts lead to the following document approvals and changes:

- 2010 Unified Planning Work Program (UPWP) Amendments #1 and #2 that improved and clarified the funding situation for the MPO program so that less local cash match from the PDS Department was needed and grant and in-kind match funding could be used more effectively.
- 2011 UPWP that simplifies the billing process and charges to the federal Consolidated Planning Grant and continues to use in-kind and local cash match to fund the MPO operation and keep it vibrant and solvent in challenging economic times
- Transportation Improvement Program (TIP) Amendments #7 - #10 that addressed several changes to the schedules and funding for major transportation projects in the region and were necessary to keep funds flowing to these projects.
- Conducted a Complete Streets Workshop, funded by a local grant from the Douglas County Community Foundation/Live Well Lawrence Program and administered by the MPO staff, to introduce key stakeholders in the region to the Complete Street Principles and how those principles can be incorporated into local codes to develop a transportation system in our region that is equally accessible by people using all modes of transportation (automobile, transit, walking, bicycling).
- Participated in KDOT Local Consultation Meeting for Northeast Kansas related to T-WORKS.
- Bicycle Rideability Map that was produced by the MPO staff and the Bicycle Advisory Committee to indicate the relative difficulty of cycling on various routes to ride around the Lawrence Area.

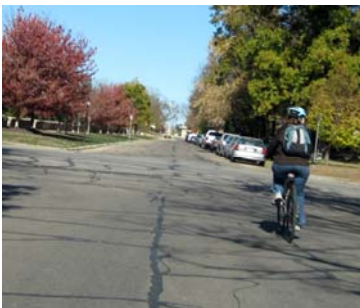
2010 Annual Report

Programs and Services:

Planning: Transportation Planning Division

Various other projects were completed or substantially progressed in 2010 including the following:

- Annual Bicycle and Pedestrian Count Data – MPO staff prepared and submitted 2009 and 2010 data to National Bicycle and Pedestrian Documentation Project
- Bicycle Advisory Committee – the MPO staff worked to staff this committee and to assist it in its transition from a Lawrence advisory group to a joint advisory group for both the Lawrence and Douglas County Governments
- Regional Travel Demand Model – MPO staff hired a consultant and began work on updating this model
- 2011-2015 Transportation Improvement Program – MPO staff began to draft the update of this document and to upgrade the TIP project submission process
- Five-County Regional Transportation Study/Phase 1 – MPO staff continued to participate in this study and commented on the draft Phase 1 Report
- US Highway 56 Corridor Management Plan – MPO staff participated in this study and reviewed and made comments on the draft final report before its publication in July
- US Highway 40/K-10 Highway Area Transportation Plan – MPO staff assisted KDOT in consultant selection and participated in the kick-off meeting for this study
- Update of the MPO and FHWA approved Functional Classification Map for Roadways – MPO staff reviewed current maps and began to make updates
- Coordinated Public Transit/Human Services Transportation Plan – MPO staff worked with local transit and paratransit providers to begin the update of this plan
- Lawrence-University of Kansas Transit Planning Team – MPO staff continued to participate in this group that lead an effort that resulted in the building of a new transit maintenance and operations center in late 2010
- Title VI Review – the MPO staff hosted KDOT Civil Rights Office staff in conducting an on-site review of how the MPO is complying with Title VI Civil Rights Act requirements for federally funded programs
- Air Quality Standards – the MPO staff obtained training and reviewed information about the ongoing discussion concerning the proposed change to the EPA ozone standard and the possible designation of Douglas county as a non-attainment area for ozone



Spotlight on Bicycles and Pedestrians:

MPO staff organized the second annual counts of pedestrians and bicyclists in 2010 as part of the National Bicycle and Pedestrian Documentation Project. 32 Volunteers counted **1,127 pedestrians and 661 bicyclists** at 12 locations around Lawrence.

Programs and Services:

Planning: Historic Resources Division

In 2010 the City of Lawrence continued its participation in the **Certified Local Government Program**. The Certified Local Government Program (CLG) is a preservation partnership between local, state and national governments focused on promoting historic preservation at the grass roots level. As a CLG, the City of Lawrence is an active partner in the Federal Historic Preservation Program and the opportunities it provides. Participation in this program also allows the City of Lawrence to apply for CLG designated funding. In 2010, the City of Lawrence was awarded **two CLG grants**: one to fund a historic preservation planning intern; and one for an education program to be offered during Preservation Month in May. Being a CLG also shows the community's commitment to keeping what is significant from the past for future generations.

In addition to participation in the CLG program, the Historic Resources program continued to provide **technical support about preservation issues** to over 200 property owners. During National Preservation Month in May, the program sponsored the Preservation Month proclamation issued by the Mayor and presented special programming about preservation issues in the City and Douglas County.

In 2010, about **150 projects** were reviewed under state and local preservation law.

Lawrence Register of Historic Places listings in 2010:



The **Fernand-Strong House**, 1515 University Drive, is located near the University of Kansas main campus on land first claimed by one of the prominent early settlers of Lawrence, James S. Emery. The wood frame, Italianate-style main block was constructed about 1872 and includes a large historic addition (ca. 1905). The property has a history intertwined with the university, and notable past owners of the house include former KU Chancellor Frank Strong and James Naismith, the inventor of the game of basketball. The property is nominated for its associations with local development and Chancellor Strong.

The **United Presbyterian Ecumenical Christian Ministries**, 1204 Oread, nominated for its architecture and designed by Kiene and Bradley Architects of Topeka and built by B.A. Green Construction of Lawrence, and the **John Robert Greenlees House**, 714 Mississippi St, nominated for its associations with entrepreneur John Greenlees were both listed on the Lawrence Register of Historic Places in 2010.

2010 Annual Report

By the Numbers:

Planning: Current and Long-Range Division

Assistance and Applications

A great deal of the department's time is spent handling information requests from the development community, other departments, neighborhood groups, and the general public. The Planning Division handled roughly **25,000** separate phone calls, emails and in-person city/county inquiries during 2010. As a department, this amounts to roughly 13 different requests for information per business hour. The Planning Division reviewed a total of **500 applications** and conducted close to **100 pre-submittal** meetings in 2010. Also in 2010, **48 acres** were annexed into the City of Lawrence.

| Spotlight on Top 2010 Applications | 2008 | 2009 | 2010 |
|------------------------------------|------|------|------|
| Board of Zoning Appeals | 20 | 21 | 14 |
| Development Plans | 13 | 11 | 15 |
| Floodplain Development Permits | 19 | 24 | 20 |
| Plats | 40 | 21 | 33 |
| Rezoning | 26 | 30 | 19 |
| Site Plans | 112 | 56 | 65 |
| Special Event Permits | 36 | 37 | 35 |
| Special Use Permit | 10 | 11 | 10 |
| Text Amendments | 25 | 23 | 8 |

Spotlight on 2010 Site Plans

The Planning Department processed **65 site plan** applications in 2010. 54 site plans were approved, 2 were withdrawn and 9 are still pending as of this date. Of the 45 site plans that were approved, close to **50% were approved in less than 30 business days.**

The GIS Division provides integral support to the Planning Division, as well as answering requests from the general public. In addition to recurring monthly duties associated with current planning activities, they maintain and update the planning division website which is an important part of the department's customer service and outreach goals.



Preserve America is a national program that recognizes communities that protect and celebrate their heritage and use their historic assets for economic development and community revitalization. These communities also encourage people to experience and appreciate local historic resources through education and heritage tourism programs. The goals of the program include a greater shared knowledge about our past, local pride, increased local participation in preserving the country's cultural and natural heritage assets, and support for the economic vitality of our communities. Lawrence is one of 843 communities in America with this designation.

2010 Annual Report

Programs and Services:

Planning: Current and Long-Range Division

Floodplain:

The City of Lawrence participates in the National Flood Insurance Program (NFIP) administered by FEMA, making flood insurance available to all community property owners. In addition, the city participates in the **Community Rating System** (CRS) which enables property owners to receive a discount on flood insurance. As part of our participation in the CRS program, the Planning Division conducts numerous outreach activities throughout the year, including placing a flood information brochure in all water bills & mailing a brochure to the owners of all properties located in the floodplain. In 2010, the City of Lawrence was recertified as a CRS community Level 8, which enables flood insurance policy holders in the City to receive a 10% discount on their flood insurance. The brochure provides information on obtaining flood insurance, flood safety, obtaining a floodplain development permit, and historical information on floods in Lawrence. In 2010, the Planning Division processed **20 floodplain permits**.

Spotlight on Long Range Planning in 2010:

- Planning staff, in conjunction with the Comprehensive Plans Committee (a sub-committee of the Planning Commission), substantially completed work on a new chapter to *Horizon 2020* concerning environmental issues. This new chapter, **Chapter 16: Environment**, was approved by the Planning Commission in August 2010 and is expected to be presented to the governing bodies in 2011.
- Planning and Development Services, with the assistance of property owners and other stakeholders, began the process of planning for the future of an area north of Lawrence that is part of Grant Township. **The Northeast Sector Plan** outlines goals and policies to address identified topics and guide the future land use of the planning area. As part of the planning process, various public meetings were held in 2009 and 2010. The plan was approved by the Planning Commission in September 2010 and is scheduled to be presented to the governing bodies in 2011.
- **The Industrial Design Standards** were adopted in 2010 as part of the *Community Design Manual* and the implementation of the K-10 & Farmer's Turnpike Plan and *Horizon 2020*. The design standards offer a vision for an approach to industrial design that can be beneficial both to developers and to the community.

In 2010, concerns were raised by members of the Oread neighborhood adjacent to the University of Kansas campus about the impacts of **boarding houses** on the surrounding neighborhoods. Boarding houses are single structures where multiple people live as a single household unit, sharing the same kitchen and living spaces. In order to balance the needs of all stakeholders, the code was amended to maintain boarding houses as a viable student housing choice, while aligning the parking standards for boarding houses with multi-family structures to place them on par with the apartment use. Other standards were modified to restrict their expansion but permit approved boarding houses to be rebuilt to former standards if damaged or destroyed.

Want to know what zoning district your property is in?
Want to know if your property is located in the floodplain?
Check out Interactive Mapping on the Web!!
www.lawrenceks.org/city_maps

2010 Annual Report

Programs and Services:

Planning: Current and Long-Range Division

Planning staff produced an updated **Retail Market Study** for the City of Lawrence in accordance with *Horizon 2020* and the Land Development Code. This report analyzes both the supply and demand sides of the commercial market in the city for 2010 in order to get a picture of the overall health of the retail market. On the supply side, data is collected on the type, size and location of businesses located in commercial zoning districts and on the demand side, population, income and retail sales figures are analyzed. The overall vacancy rate has remained relatively steady, only increasing slightly from 6.7% in 2006 to 7.0% in 2010.

The Planning and Development Services Department completed the update of the **Oread Neighborhood Plan** which was originally adopted in 1979. The new plan was approved by the City Commission on September 21, 2010. The plan includes the area generally located north and east of the University of Kansas main campus, south of W. 9th Street, north of W. 17th Street and west of Massachusetts Street. The plan outlines goals and policies that address identified topics and guides future development and redevelopment of the neighborhood. Staff is working to implement the recommendations of the plan.

Regulations requiring the protection of **Environmentally Sensitive Lands** in residentially zoned properties went into effect with the adoption of the 2006 Development Code. Through the implementation of these regulations it was determined that more precise definitions and clearer protection measures were needed.

The Planning Commission initiated a text amendment, TA-12-27-07, to address these issues. Staff prepared draft language which was presented to the Planning Commission and made available to the public for comment. The text amendment was considered by the Planning Commission and, after several revisions, forwarded to the City Commission for adoption in August 2010. (Ordinance 8304)

The revised language clearly outlines the processes required, defines environmentally sensitive areas more precisely, and includes provisions for density bonuses. In addition, an environmentally sensitive areas baseline map which allows property owners and staff to clearly identify where environmentally sensitive lands are located was created.



Massachusetts Street was designated as a **"Top 10 Great Street"** in America for 2010. Each year, the American Planning Association (APA) designates 10 streets, 10 neighborhoods and 10 public places as "Great Places." This year, Massachusetts Street is the only "Great Places" designation in Kansas and the City of Lawrence is only the second Kansas city to have a designation on the APA listings. APA Great Places exemplify exceptional character and highlight the role planners and planning play in creating communities of lasting value. APA singled out Massachusetts Street for its forward thinking and commitment to comprehensive planning since the 1970s. Through street art and historic architecture, Massachusetts Street celebrates its rich past as an anti-slavery haven in a turbulent part of 1860s America.