



City of Lawrence  
Douglas County  
PLANNING & DEVELOPMENT SERVICES

5p-1-4-11  
**Lawrence Douglas County  
Metropolitan Planning Office**  
6 East 6<sup>th</sup> Street, P.O. Box 708, Lawrence, KS 66044  
(785) 832-3150 Fax (785) 832-3160  
<http://www.lawrenceks.org/pds/>

## SITE PLAN APPLICATION

Pre-Application Meeting  
Planner LZ  
Date \_\_\_\_\_  
Fee \$50.00  
\$50 for new site plan  
\$25 for renewal

Provide application materials in both print and electronic format.

**A pre-application meeting is required prior to the submittal of the site plan application.**

### OWNER INFORMATION

Name(s) James C Dunn  
Contact Michael Tubbs  
Address PO Box 3125  
City Lawrence State Kansas ZIP 66046  
Phone (785) 856-2081 Fax (785) 856-2082  
E-mail mtubbs@tubbslaw.com Mobile/Pager (\_\_\_\_) \_\_\_\_\_

**RECEIVED**  
JAN 07 2011  
City County Planning Office  
Lawrence, Kansas

### APPLICANT/AGENT INFORMATION

Contact Brian Kemp  
Company Paul Werner Architects  
Address 123 W 8th Street, Suite B2  
City Lawrence State Kansas ZIP 66044  
Phone (785) 832-0804 Fax (785) 832-0890  
E-mail briank@paulwernerarchitects.com Mobile/Pager (\_\_\_\_) \_\_\_\_\_

### PROPERTY INFORMATION

Legal Description (*may be attached*) Connecticut Street Lot 25  
Address of Property 711 Connecticut  
Description of Existing Improvements or Structures 2-Single Family Residences

Existing Zoning RM24	Existing Land Use 2-Single Family Residences	Proposed Land Use 6-Unit Multi-Family	
Total site area 5,850 sq.ft.	Current Appraised Value \$63,000	Existing Building Footprint 1,964 sq.ft.	Open Space Area 3,786 sq.ft.

**MEMORANDUM**

FROM : Brian Kemp  
TO : Lynne Zollner - City of Lawrence Planning Dept.  
RE : 711 Connecticut Site Plan submittal requirement comments  
DATE : January 7, 2011

---

A Traffic Impact Study: A waiver is requested from this requirement as it is allowed to be waived under section 20-916(b)(iv) of the City of Lawrence Planning Code. This section of the Code allows the waiver to be granted if “the development is a residential development with ten(10) or fewer lots or dwelling units.”

A Drainage Study is not required for this development as the site area is less than ½ of an acre.

A Market Study is not warranted as there is no retail use proposed.

A Downstream Sanitary Sewer Analysis (DSSA) should not be required for this site as it is zoned for this use and the potential increase in sewer use should be nominal. Two existing residential structures are being removed from the site in favor of the new structure.

A photometric plan will not be included with the site plan as the lighting on the structure will be exterior residential lighting.




City of Lawrence  
Douglas County  
PLANNING & DEVELOPMENT SERVICES

**Lawrence Douglas County  
Metropolitan Planning Office**  
6 East 6<sup>th</sup> Street, P.O. Box 708, Lawrence, KS 66044  
(785) 832-3150 Fax (785) 832-3160  
<http://www.lawrenceks.org/pds/>

**Reason for Request: (continued)**

**SIGNATURE**

I/We, the undersigned am/are the **(owner(s))**, **(duly authorized agent)**, **(Circle One)** of the  
aforementioned property. By execution of my/our signature, I/we do hereby officially apply for site  
plan approval as indicated above.

Signature(s):  Date 1.7.11

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

**Note: If signing by agent submit Owner Authorization Form**

**STAFF USE ONLY**

Application No. \_\_\_\_\_

Date Received \_\_\_\_\_

Fee \$ \_\_\_\_\_

Date Fee Paid \_\_\_\_\_



**City of Lawrence  
Douglas County**

PLANNING & DEVELOPMENT SERVICES

**Lawrence Douglas County  
Metropolitan Planning Office**

6 East 6<sup>th</sup> Street, P.O. Box 708, Lawrence, KS 66044  
(785) 832-3150 Fax (785) 832-3160  
<http://www.lawrenceks.org/pds/>

# of Buildings 1	Estimated Cost of Construction \$300,000	Proposed Building Footprint 1,930 sq.ft.	Pavement Coverage 2,062 sq.ft.
<b>Are you also submitting any of the following applications?</b>			
<input checked="" type="checkbox"/> Building Permit	<input type="checkbox"/> Subdivision Plat	<input type="checkbox"/> Special Use Permit	<input checked="" type="checkbox"/> Zoning Change
<input type="checkbox"/> Variance	<input type="checkbox"/> Other (specify)		

**Description of Project:**

**Property**

**Address:** 711 Connecticut

**Detailed Description of Proposed Project:  
(Attach additional sheets if necessary)**

Demolition permit application by others; Michael Tubbs.  
Site plan submittal for [6] 1-bedroom unit multi-family structure.

**Reason for Request:  
(Attach additional sheets if necessary)**

Site plan approval required for building permit release.



City of Lawrence  
Douglas County  
PLANNING & DEVELOPMENT SERVICES

**Lawrence Douglas County  
Metropolitan Planning Office**  
6 East 6<sup>th</sup> Street, P.O. Box 708, Lawrence, KS 66044  
(785) 832-3150 Fax (785) 832-3160  
<http://www.lawrenceks.org/pds/>

### PROPERTY OWNERSHIP LIST CERTIFICATION

As required by Article 13, Section 20-1301(q) of the Development Code, the applicant is responsible for providing certified Ownership information (including names and mailing addresses) of all real property owners within a defined radius from the subject property. The Planning Department is required by the Development Code to use the submitted Ownership list to mail notice of the public hearing to surrounding property owners regarding this Application.

#### Ownership Information

The applicant is responsible for providing certified Ownership information. Current Ownership information shall be obtained from the Douglas County Clerk. Ownership information will be considered current if it is **no more than 30 days old** at the time an application is submitted to the Planning Department.

#### Radius of Notification

The Ownership list shall include the record Owner of the subject property and all Owners of property located within 200 feet of the subject property. If the subject property is adjacent to the City limits the area of notification shall be extended to at least 1,000 feet into the unincorporated area.

A map of the "Radius of Notification" can be obtained **at the Applicant's request** at the Planning Office. The map indicates ownership of each property and can be used to check the accuracy and completeness of the Ownership List. The map will be supplied **at the Applicant's expense. Allow 10 business days** to receive the map.

### THE FOLLOWING IS TO BE COMPLETED AND SUBMITTED BY THE APPLICANT.

I certify that I have read and understood the above information and that the submitted Ownership list:

1. was a) obtained from and b) certified by the Douglas County Clerk,
2. is current (**no more than 30 days old**), and
3. includes all property owners within the required notification radius of the subject property.

  
\_\_\_\_\_  
Signature

1.7.11  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**MEMORANDUM**

FROM : Paul Werner Architects  
TO : Property Owners within 200' of 711 Connecticut  
RE : 711 Connecticut Site Plan Submittal  
DATE : January 7, 2011

---

This memo is being sent to property owners within 200' of:

***711 Connecticut***

This letter is being sent to all owners of property within 200' of, or a Registered Neighborhood Association encompassing, the proposed development described further in this letter. It is being sent for the purpose of informing the notified person and other interested parties about the proposed development. This letter is being provided solely to advise nearby landowners of the pending proposed development. This letter does not grant the recipient and/or landowners any additional rights to challenge this proposed development beyond those granted as part of the normal appeals process.

For further information, contact the following:

Lawrence-Douglas County Planning Office: (785) 832-3150  
Paul Werner Architects, L.L.C.: (785) 832-0804

**Proposed Project:**

***Site Plan Submittal for a 6, 1-bedroom unit multi-family structure.  
This is in addition to a demolition permit submitted by Michael Tubbs.***

**Project Start Date:**

- Immediately upon City approval.

**Submission:**

- The Site Plan will be submitted by January 10, 2011.
- The City Staff will conduct a review, which usually takes 4 - 6 weeks. This project will also go before the HRC.



City of Lawrence  
Douglas County  
PLANNING & DEVELOPMENT SERVICES

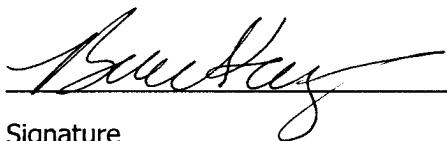
**Lawrence Douglas County  
Metropolitan Planning Office**  
6 East 6<sup>th</sup> Street, P.O. Box 708, Lawrence, KS 66044  
(785) 832-3150 Fax (785) 832-3160  
<http://www.lawrenceks.org/pds/>

### Sign Posting Affidavit

THE FOLLOWING AFFIDAVIT SHALL BE COMPLETED IMMEDIATELY UPON RECEIVING NOTICE OF DETERMINATION OF COMPLETENESS OF A SITE PLAN APPLICATION. Failure to make timely delivery of such affidavit to the Planning Director shall render the application incomplete and subject it to removal from the review cycle.

IN WITNESS THEREOF, I, the Undersigned, have set my hand and seal below.

I, Brian Kemp (printed name), hereby state that I have received a copy of the Sign Posting Procedures and that the required sign(s) has/have been or will be posted and maintained as prescribed in the Sign Posting Procedures.



Signature

1.7.11

Date

Application No. \_\_\_\_\_

STATE OF KANSAS  
COUNTY OF DOUGLAS

The foregoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_,

by \_\_\_\_\_.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

## **711 Connecticut Legal Description**

Connecticut Street Lot 25, Lawrence, Douglas County, Kansas



**LETTER OF TRANSMITTAL**

FROM : Brian Kemp  
TO : Lynne Zollner – Lawrence/Douglas County Planning Dept.  
DATE : January 7, 2011  
RE : 711 Connecticut Site Plan Submittal #1

**We are Sending :**

☒ Attached ☐ Per your request ☐ For your files

**Items Transmitted Via :**

☐ US Mail ☐ Overnight ☐ Courier ☐ Other

**Items Transmitted are For Your :**

☐ Information ☐ Use ☐ Approval ☐ Review

**Items Transmitted are :**

☒ Originals ☐ Disk (s) ☐ Shop Drawings ☐ Blueprints  
☐ Specifications ☐ Samples ☐ Other \_\_\_\_\_

COPIES/ SETS:	DESCRIPTION:
1	Full Size Print
1	CD with submittal
1	Site Plan Application, Legal Description, Property Ownership List, Sign Affidavit, Notification Letter, Certificate of Mailing,
1	\$50 Check for review fee
1	Site Plan Application Memo

**REMARKS :**

Owner authorization obtained and submitted by Michael Tubbs – with HRC information.