



Neighborhood Update for LAN

December 3, 2015

Item #1: Horizon 2020 Update Process

On September 21st, the Lawrence-Douglas County Planning Commission voted 9-0 to adopt the Horizon 2020/Comprehensive Plan Update Steering Committee's Issue Action Report. The Lawrence City commission adopted the report on November 10th (5-0 vote) and the Douglas County Board of County Commissioners adopted the report on November 11th (3-0 vote). The Issue Action Plan now becomes the work plan for staff to revise the document under the continued guidance of the Steering Committee. It is anticipated that the Steering Committee will hold a meeting in the early part of 2016. Check the website for updates: <http://lawrenceks.org/pds/horizon-2020-update-process>.

Item #2: Rental Licensing Update

The new City-wide rental licensing and inspection program became effective July 1, 2014. RS (Residential Single-Dwelling) zoned rental units (most of which were licensed under the prior program) were transitioned to the new program beginning July 1, 2014.

From January 1, 2015 through December 31, 2015, owners of rental units in non-RS zoning districts were required to license their rental units. Owners/ownership entities with names beginning with A or B were required to license their rental units by the end of January 2015; owners/ownership entities with names beginning with C or D were required to license their rental units by the end of February 2015; owners/ownership entities with names beginning with E or F were required to license their rental units by the end of March 2015. Proceeding in this manner throughout 2015, all rental units in Lawrence (estimated to be about 20,000) should be licensed by the end of 2015 (owners/ownership entities with names beginning with X, Y or Z are required to be licensed by December 31, 2015).

Required rental inspections for RS zoned single family dwellings began in July 2014. Required rental inspections for non-RS zoned dwelling units officially began on July 1, 2015 (although a significant number of non-RS zoned rental unit owners voluntarily requested earlier inspections, which were accommodated by City Staff).

As of November 30, 2015, a total of 7,685 licenses representing 19,659 rental units were issued and active (issued since inception of the expanded Program on July 1, 2014; a single "master" license is issued for a rental property with four or more dwelling units located on single parcel or adjoining parcels under the same ownership). Of the 19,659 total rental units licensed, 16,470 units were located in non-RS zoning districts, and 3,189 were located in RS zoning districts.

The City has developed a website devoted to the Rental Licensing Program, which can be viewed at www.lawrenceks.org/pds/rental-licensing or www.lawrenceks.org/rent. The website contains information such as a Program Handbook, the adopting ordinance, inspection forms and guidance, licensing process and inspection brochures, a tenant information brochure, diagrams of program processes and FAQs for both owners and tenants. The website also features monthly and annual program reports that have been provided to the City Commission. New or updated information is frequently being added to the website.

Please contact the City with any questions at (785) 832-3345 or by email at rentallicensing@lawrenceks.org.

Item #3: December Planning Commission Items

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on December 14, 2015 at 6:30 p.m. in the Commission Meeting Room on the first floor of City Hall, 6 E. 6th Street.

The Planning Commission will consider the following public hearing and non hearing items at their Monday, December 14, 2015 meeting:

1. SUP-15-00521: Consider a Special Use Permit for approval of a neighborhood commercial shopping area that includes buildings to house Fast Order Food, Drive-in, located at 4300 W 24th Place. The plan proposes 31,625 sq. ft. of commercial development in five buildings with four drive-thru uses indicated. Two drive-thru uses are for Fast Order Food. Submitted by Paul Werner Architects, for RPI, LLC, property owner of record.
2. Z-15-00522: Consider a request to rezone approximately 5,500 SF from IG (General Industrial) District to CS (Strip Commercial) District, located at 239 Elm Street and 311 N 3rd Street. Submitted by Paul Werner Architects, for Lawrence Kansas Rentals, LLC and Jon Davis, property owners of record.
3. Z-15-00523: Consider a request to rezone approximately 1.04 acres from UR (Urban Reserve) District to RMO (Multi-Dwelling Residential-Office) District, located at 4111 W 6th St. Submitted by Paul Werner Architects, for Freestate Dental Building, LLC, property owner of record.
4. PP-15-00527: Consider a Preliminary Plat for Westwood Hills 9th Plat, located at 1041 N 1700 Rd. The residential subdivision contains approximately 3 acres and proposes 6 single-dwelling lots along the east side of Dole Drive (extended). Submitted by BG Consultants Inc on behalf of Wedman Construction Inc, property owner of record.
5. Z-15-00524: Consider a request to rezone approximately 3 acres from County A (Agricultural) District to RS10 (Single-Dwelling Residential) District, located at 1041 N 1700 Rd. Submitted by BG Consultants on behalf of Wedman Construction Inc, property owner of record.
6. PDP-15-00529: Consider a revised Preliminary Development Plan for Bauer Farm, located at the NE corner of 6th & Wakarusa Dr. The plan proposes revisions to the remaining undeveloped commercial and multi-dwelling residential areas of Bauer Farm. Submitted by Treanor Architects PA for Free State Holdings, Inc., Bauer Farm Residential LLC, Free State Group LLC, property owners of record.
7. TA-15-00346: Consider a Text Amendment to the City of Lawrence Land Development Code, to add Urban Agriculture as a permitted use and establish standards. Initiated by City Commission on 6/23/15.

Item #4: CDD Information

The Community Development Advisory Committee has two openings for appointments to the committee. The open positions are for low-moderate income area representatives. The appointees must come from an area that is 51% or more low-mod and is not already geographically represented on the committee. Please forward any letters of interest to either Danelle Dresslar or to the City Manager's office.

Item #6: City Resources

- Rental Licensing Program

The City has developed a website devoted to the Rental Licensing Program, which can be viewed at www.lawrenceks.org/pds/rental-licensing or www.lawrenceks.org/rent. The website contains information such as a Program Handbook, the adopting ordinance, inspection forms and guidance, licensing process and inspection brochures, a tenant information brochure, diagrams of program processes and FAQs for both owners and tenants. The website also features monthly and annual program reports that have been provided to the City Commission. New or updated information is frequently being added to the website.

Please contact the City with any questions at (785) 832-3345 or by email at rentallicensing@lawrenceks.org.

All information listed can be found at the City of Lawrence website: www.lawrenceks.org/pds

The Neighborhood Update is produced for LAN during the first week of every month to keep members updated on neighborhood oriented issues via communication directly from the City of Lawrence. For any additional information regarding CDBG information, please contact Danelle Dresslar by phone at 785-832-3108 or email ddresslar@lawrenceks.org or for any other information contact Becky Pepper by phone at 785-832-3153 or email bpepper@lawrenceks.org. Comments are always welcome.

- Interactive Rental Licensing Map

The Planning and Development Services Department has published a Residential Rental License Interactive Map for citizens, prospective renters and landlords to access. The map can be found at: <http://www.lawrenceks.org/pds/rental-licensing/map>. The map identifies all rental dwelling units that are licensed and in good standing with the rental licensing and inspection program requirements. The map is intended to provide consumers information about units that comply with the city's rental program as well as help landlords market their code-compliant properties. The map is linked to the department's home page. Citizens can click on the blue map dot of a rental property and view the landlord name, zoning district, the number of units licensed and the apartment complex name, if applicable. Staff believes the map will be a valuable resource for tenants, landlords and the general public as the program continues to license properties through 2015 and beyond.

- Find Active Building Permits on City Website Interactive Map

In May 2014, Planning & Development Services launched a new Building Permits interactive map that shows locations and provides basic information about active City of Lawrence building permits (for both non-residential and residential new construction and addition projects, and for non-residential remodeling or change of use projects). Zoom in on the map to see building permits that have been recently issued in or around your neighborhood. Find the map on the City's website at http://lawrenceks.org/city_maps or <http://lawrenceks.org/pds/building-permits/map>.

- Project Submittals

Planning project submittals can now be accessed on the Planning Division's website through the following address: <http://www.lawrenceks.org/pds/submittals>. The list is updated every Monday and also includes a link to an interactive map that shows the locations of the projects.

- City of Lawrence Subscription Services

How can I stay involved with the latest City of Lawrence Notifications?

Interested citizens can sign up to receive notification updates for various City services, events, and information, including advisory board information for the City Commission, Planning Commission, Board of Zoning Appeals, Historic Resources Commission, Community Commission on Homelessness (CCH) and the Community Development Advisory Committee (CDAC), as well as City News, Public Meeting Notices, Recreation Announcements, and Neighborhood news. All these subscriptions can be found at <http://www.lawrenceks.org/subscriptions>.

- Neighborhood Contact

Is your neighborhood a registered neighborhood? By registering your neighborhood group, you are given notification regarding pending development applications received by the Planning Department, giving your group the opportunity to comment on development projects that may impact your neighborhood. Register your neighborhood at http://lawrenceks.org/pds/neighborhood_registration. To find out if your neighborhood information is current, see the neighborhood list at <http://www.lawrenceks.org/pds/neighborhoodcontacts>.

All information listed can be found at the City of Lawrence website: www.lawrenceks.org/pds

The Neighborhood Update is produced for LAN during the first week of every month to keep members updated on neighborhood oriented issues via communication directly from the City of Lawrence. For any additional information regarding CDBG information, please contact Danelle Dresslar by phone at 785-832-3108 or email ddresslar@lawrenceks.org or for any other information contact Becky Pepper by phone at 785-832-3153 or email bpepper@lawrenceks.org. Comments are always welcome.

Memorandum

City of Lawrence

Planning & Development Services

TO: Diane Stoddard, Interim City Manager

FROM: Scott McCullough, Director

CC: Casey Toomay, Assistant City Manager

Date: November 4, 2015

RE: Monthly PDS Project Report

The following provides an update on several city of Lawrence projects in process in the Planning and Development Services Department.

Comprehensive Plan Update - On August 31, 2015 the *Horizon 2020* Steering Committee approved the Issue Action Report which contains the Steering Committee's findings regarding how to best strengthen the existing plan and ensure that the document reflects the community's vision, while also setting a foundation for creating the inclusive and sustainable community we want Lawrence and Douglas County to be in the future. The Issue Action Report presents 19 major issues to address, based on community input and identified needs, and it outlines action steps to help address and resolve these issues.

The Issue Action Report was presented to the Planning Commission on September 21, 2015 and was unanimously approved. It was presented to the City Commission at their November 10, 2015 meeting and to the County Commission at their November 11, 2015 meeting and was unanimously approved by both governing bodies. Work on the plan itself will now commence. Jeff Crick is the Staff contact.

East Lawrence Neighborhood Rezoning – On August 18, 2015, after considering a Staff memo on the topic, the City Commission directed Staff to further research land use in the area north of 9th Street in the East Lawrence Neighborhood and present the Commission with a follow up memo outlining appropriate zoning district(s) and a timeline of the rezoning process in order to consider rezoning much of the area from RM24 to an RS district. The research is underway on this initiative. Becky Pepper is the Staff contact.

North Lawrence RS5 Zoning Discussion – On August 18, 2015 the City Commission considered a Staff memo addressing a request from the North Lawrence Improvement Association to review RS5 zoning in North Lawrence. The Commission directed Staff to review comments made at the meeting and report back options to address the issues of

potential increased storm water and impacts of RS5 zoning in the neighborhood. Staff has met with the Association's president and is preparing a follow up memo for the Commission's review. David Guntert is the Staff contact.

Urban Agriculture Text Amendment – A text amendment to create new Urban Agriculture uses in the Land Development Code was initiated by the City Commission on June 23, 2015. The Planning Office, in coordination with the Food Policy Council, drafted language and presented it to the Planning Commission at their October 19, 2015 meeting. The Planning Commission heard public comment and deferred the item for additional revisions. The item is tentatively scheduled to be considered again by the Planning Commission at their December meeting. Mary Miller is the Staff contact.

Event Center Text Amendment – A text amendment to create a new Event Center use in the Land Development Code was initiated by the Planning Commission on August 24, 2015. The Planning Office is drafting language to present to the Planning Commission at their November 16, 2015 meeting. Jeff Crick is the Staff contact.

Parking Regulations Text Amendment – Staff has been working with the Planning Commission for some time now on revising Article 9 of the Land Development Code related to parking standards. These revisions will address how parking is calculated, the design and location of parking, and standards related to the parking and storing of RVs, boats and trailers. The Planning Commission is scheduled to receive an update on the progress of this item at their November 16, 2015 meeting. Sheila Stogsdill is the Staff contact.

Salon Text Amendment - A text amendment to review the *Personal Convenience Services* and *Personal Improvement Service* uses and determine if amendments are necessary to permit salons as a use in the RSO (Single-Dwelling Residential-Office) zoning district was initiated by the City Commission on September 1, 2015 and is scheduled for the November 16, 2015 Planning Commission meeting.

Oread Design Guidelines – Staff presented a timeline to the City Commission on their September 8, 2015 agenda that identified the next steps that the Planning Commission, Historic Resources Commission and City Commission will take to consider the adoption of design guidelines for the Oread Neighborhood. A meeting of the subcommittee occurred on November 9, 2015 at which time the subcommittee directed staff to make a few revisions, post the final draft in December, and hold a neighborhood meeting in January to review the plan with owners and residents. Jeff Crick and Lynne Zollner are the Staff contacts.

Discussion of Applicability of the Property Maintenance Code – This item awaits placement on a City Commission agenda for discussion. A Staff memo on the topic has been placed on the City Commission's Future Agendas Memo. This item will be rolled into the consideration of the 2015 ICC code adoption process planned to be considered by the City Commission in December. Brian Jimenez is the Staff contact.

Sign Code Amendments – On July 7, 2015 the City Commission, after receiving a Staff memo on the topic, initiated certain amendments to the sign code to address

several issues to aid businesses in the use of signs; however, the Commission directed Staff to delay this project as the Commission considers the applicability of the Property Maintenance Code. Kurt Schroeder is the Staff contact.

Review of 2015 Building and Property Maintenance Codes – In conjunction with the 2015 fire code review being completed by the Fire Department, the Building Safety and Code Enforcement Divisions of PDS are working with the Building and Trade Code Boards to complete reviews of the 2015 International Code Council (ICC) family of building and property maintenance codes. Recommended ordinances for consideration by the City Commission are tentatively scheduled for December 2015. The city has typically adopted revised building and property maintenance codes on a 3-year cycle (City is currently using the 2012 editions of the codes). If adopted, the 2015 codes are planned to take effect on July 1, 2016. Barry Walthall is the Staff contact.

Retail Market Study – Staff completed a survey of commercial properties in order to complete the biennial Retail Market Study, which is actually one year overdue. A final report was received by the City Commission at their November 17, 2015 meeting. Amy Miller is the Staff contact.

Community Development Initiatives

Applications for **CDBG and HOME federal funds** were sent to interested parties on October 1, 2015 and are due back to Staff by December 1. The Community Development Advisory Committee has shown interest in neighborhood outreach to discuss best practices among neighborhoods to explore ways to use the CDBG money more efficiently and perhaps pool resources to reach common goals. Bradly Karr is the Staff contact.

Inspections on qualified homes to participate in the **2015 CDBG Weatherization Program** were completed in September; twenty three homes were approved for the program, a considerable increase over the ten homes in the 2014 program year. The bid date for the weatherization work was October 20, 2015 with bids being awarded by the City Commission on November 3, 2015 for a total cost of \$32,401.80. Tony Hoch is the Staff contact.

The 2016 **homeless point-in-time count** will be a shelter-only count and will occur in January of 2016. Planning has begun on the coordinated effort with the rest of the balance of state. Dani Dresslar is the Staff contact.

Metropolitan Planning Organization (MPO) Studies

The MPO is completing the **Regional Pedestrian Plan** but a date of completion has not been identified due to working with the Bike/Pedestrian Task Force and Safe Routes to Schools initiative, both of which are affecting certain elements of the Plan as it evolves.

The MPO was also just awarded a **Competitive Consolidated Planning Grant** from KDOT to complete two studies - a comprehensive transit operations analysis and a bike share feasibility study in the Lawrence community. The City Commission,

on September 29, accepted the awarded funds and directed Staff to send out a Request for Proposals to begin the studies.

The Bicycle Advisory Committee submitted to the City Commission, on October 20, 2015, recommendations to increase **bicycle parking downtown**. The Commission directed staff to apply for a LiveWell Community Wellness Grant to install 74 additional bicycle parking spaces downtown: 30 spaces of on street bicycle parking spaces in bike corrals replacing 2 on street parking spaces and 44 spaces at inverted U racks on existing pavement on the perimeter of the sidewalk. The Commission also directed staff to apply for a LiveWell Community Wellness Grant to install four (4) bike repair stands at the Burroughs Creek Trail parking on 15th Street (near playground), the North Lawrence Levy Trail Head Parking Lot, Rotary Arboretum - Trail parking for SLT, and on the Library Plaza (near garage)

Jessica Mortinger is the Staff contact.

Historic Landmarks – On September 17, 2015 the Historic Resources Commission adopted resolutions to begin the Landmark process for the following city owned properties:

1. Resolution 2015-07 Union Pacific Depot
2. Resolution 2015-08 Carnegie Building
3. Resolution 2015-09 Fire Station #1
4. Resolution 2015-10 Oak Hill Cemetery
5. Resolution 2015-11 Clinton Park

Lynne Zollner is the Staff contact.

Small Business Initiatives

The Metropolitan Entrepreneurship Community Pilot (MECP)

NetWork Kansas announced that Lawrence was selected as a 2015 Metropolitan Entrepreneurship (E-) Community Pilot and has been awarded \$125,000 in tax credits that will allow a revolving loan fund to be built for the City of Lawrence Urban Entrepreneur. This pilot will primarily focus on entrepreneurs located in the distressed areas of Lawrence as well as entrepreneurs of disadvantaged status. The Lawrence Metro E-Community joins a group of fifty-three communities and only one of two Metro Entrepreneurship Community Pilots.

Next PDS LNL: The fourth installment of the PDS quarterly **Lunch-N-Learn Series** will be held on November 20th, from 12:00 to 1:00, where attendees will learn about the **The Plan Review and Approval Process**. This event is attended by designers, contractors, bankers, realtors, small business professionals, PDS and City Staff. This impactful hour is also eligible to Kansas Chapter of American Institute of Architects to include: 1 hour Health, Safety and Welfare Credit – (HSW) or 1 Hour Self Option Credit.

Next BizFuel 4th Quarter Workshop: December 15th (11 to 1)

Small businesses are invited to attend a free Affordable Care Act seminar.

Small business owners will hear how the healthcare law will impact their business and how they can benefit from the Kansas health insurance marketplace.

Featured topics include:

- Small business tax credits
- FTE calculation
- Employer shared responsibility provisions
- Information on the Kansas health insurance marketplace for businesses

BizFuel Activity:

Serviced **201 SMEs** with an **overall evaluation rating of 4.8** (5.0 being the highest)

- SalesTax/Compensating Use Tax Workshop (Partners: Kansas Department of Revenue)
- Tales of a Manufacturer (Partners: Peasley Tech, MAMTC/NIST)
- Art as A Business

Cyndi Hermocillo-Legg attended the **Alliance for Innovation Regional Ambassador's Meeting** where Kansas & Missouri Government professionals gathered to support a culture of innovation in government. Agenda included: identify hot topics facing local governments, identifying emerging ideas, how to build cultures of innovation and relationship building with local governments and thought leaders.

Cyndi Hermocillo-Legg is the Staff contact.