

## Neighborhood Update for LAN

February 4, 2016

### Item #1: Lawrence 2015 Building Permitting and Inspection Year in Review

The 2015 calendar year was an extremely active year for construction within the City of Lawrence. Statistics tracked by the Building Safety Division of the Planning & Development Services Department to monitor some of the primary functions of the Division, including building permit application plan reviews; the number of building, trade and sign permits issued; and the number of permit inspections completed are provided in the table below with a comparison to 2014 results. The level of activity during 2015 was significantly higher when compared to 2014 for every major plan review, permit and inspection category tracked.

	2015 Total	2014 Total	% Change (±)
<b>Permits Issued</b>			
Single-Family	161	101	+59.4%
Duplex	78	15	+420%
Multi-Family	7 (467 dwelling units)	6 (143 dwelling units)	+227% (DUs)
New Commercial	22	18	+22.2%
Commercial Remodel/Addition	168	154	+9.1%
Residential Remodel/Addition	223	210	+6.2%
Mechanical/Electrical/Plumbing	1,320	1,123	+17.5%
Sign	245	237	+3.4%
Other	96	66	+45.5%
Total Permits Issued	2,320	1,930	+20.2%
Total Valuation	\$227,899,792	\$99,707,903	+128.6%
<b>Inspections/Occupancy</b>			
Inspections Performed	8,359	6,962	+20.1%
Certificates of Occupancy Issued (Commercial)	240	195	+23.1%
<b>Residential Plan Reviews</b>			
Total Number of Residential Reviews (Initial)	1,699	1,164	+46%
<b>Commercial Plan Reviews</b>			
Total Number of Commercial Reviews (Initial)	1,777	1,505	+18.1%

A few particularly significant 2015 building permit activity increases include the following:

- The total valuation of building permits issued during 2015 was \$227.9M. This was 128.6% higher than the total permit valuation of \$99.71M in 2014, and nearly \$53M higher than the previous annual permit valuation record of \$175.0M. The 2015 total permit valuation was 59.1% higher than the City's rolling 5-year annual average of \$143.2M (2011 through 2015).
- The number of building permits issued during 2015 for new one- and two-family dwellings was 239, which was 106% higher than the number issued in 2014, and 60.2% higher than the City's rolling 5-year annual average of 149 (2011 through 2015).
- The number of building permits issued during 2015 for **new** commercial/office/industrial buildings was 22, which was 22.2% higher than the 18 issued in 2014, and 44.7% higher than the City's rolling 5-year annual average of 12.6 (2011 through 2015).

## **Item #2: CDD Information**

The Community Development Advisory Committee has three 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 #3: February Planning Commission Items**

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on **February 22, 2016** at **6:30 p.m.** in the Commission Meeting Room on the first floor of City Hall, 6 E. 6<sup>th</sup> Street.

### **The Planning Commission will consider the following public hearing and non hearing items at their Monday, February 22, 2016 meeting**

Villa 26 Apartments: **Z-15-00640**: Consider a request to rezone approximately 1.326 acres from CS (Strip Commercial) District to RM24 (Multi-Dwelling Residential) District, located at 2109 W 26<sup>th</sup> St. Submitted by Petefish, Immel, Heeb & Hird, LLP, for Polaris KS3, LP, property owner of record.

HERE: **Z-15-00643**: Consider a request to rezone approximately 0.28 acres (12,513 SF) from RM32 (Multi-Dwelling Residential) District to MU-PD (Mixed-Use with Planned Development Overlay) District, located at 1137 Indiana St. Submitted by HERE Kansas LLC on behalf of Carter Management LC, property owner of record.

HERE: **PDP-15-00644**: Consider a Preliminary Development Plan for HERE Kansas LLC, located at 1137 Indiana St. The plan proposes to replace an existing 12 unit apartment with a 12,688 SF parking structure that includes a total of 97 spaces. 15 surface spaces and 82 spaces in the structure. Submitted by HERE Kansas LLC on behalf of Carter Management LC, property owner of record.

Gun Range: **Z-15-00471**: Reconsider a request to rezone, Z-15-00471, approximately .972 acres from IG (General Industrial) District to IL (Limited Industrial) District, located at 1021 E 31<sup>st</sup> St. Submitted by

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**All information listed can be found at the City of Lawrence website: [www.lawrenceks.org/pds](http://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](mailto:ddresslar@lawrenceks.org) or for any other information contact Becky Pepper by phone at 785-832-3153 or email [bpepper@lawrenceks.org](mailto:bpepper@lawrenceks.org). Comments are always welcome.*

Richard G. Sells on behalf of Spirit Industries Inc, property owner of record. (PC Item 7; denied 4-2-2 on 11/16/15) *Referred back to Planning Commission by City Commission on 1/12/16.*

Lakeside Vista: **Z-15-00608**: Consider a request to rezone approximately 6.178 acres from County B-3 District to County B-2 District, located in the 1400 block of E 900 Rd. Submitted by BG Consultants, Inc. on behalf of Fairway LC, property owner of record.

**TA-15-00571**: Consider a Text Amendment to the *Zoning Regulations for the Unincorporated Territory of Douglas County, Kansas* to add Wind Energy Conversion Systems. *Initiated by County Commission on 10/21/15.*

**TA-15-00461**: Consider Text Amendments to the *Zoning Regulations for the Unincorporated Territory of Douglas County, Kansas* and the *Subdivision Regulations for Lawrence and the Unincorporated Areas of Douglas County, KS* to add Accessory Dwelling Units as a permitted use and to establish standards for the use. *Initiated by County Commission on 9/2/15.*

**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. Deferred by Planning Commission on 12/14/15.*

**Legal descriptions for public hearing properties listed above are on file in the Planning Office for review during regular office hours, 8-5 Monday - Friday.**

#### **Communications to the Commission:**

Written comments are welcome and encouraged on all items to be considered by the Planning Commission. The Commission has established a **deadline for receipt of all written communications of no later than 10:00 a.m. on Monday, February 22, 2016.** This ensures your transmittal to the Commission can be received and read prior to their meeting.

#### **Item #4: 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](http://www.lawrenceks.org/pds/rental-licensing) or [www.lawrenceks.org/rent](http://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](mailto:rentallicensing@lawrenceks.org).

- 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

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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](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](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>.

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# Memorandum

## City of Lawrence

### Planning & Development Services

**TO: Diane Stoddard, Interim City Manager**

**FROM: Scott McCullough, Director**

**CC: Casey Toomay, Assistant City Manager**

**Date: February 1, 2016**

**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 is underway and the Steering Committee will convene on March 7, 2016 to review an outline of the plan and discuss growth management policies. 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 9<sup>th</sup> 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. Research and zoning option development is underway on this initiative and staff has met with a neighborhood representative to develop a plan to discuss this project with the neighborhood in March 2016 prior to the City Commission reviewing rezoning options. 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. Revised language was reconsidered by the Planning Commission at their December meeting and was again deferred for additional development with the stakeholders. It is tentatively scheduled for the February PC regular meeting. There is a Lawrence Listens survey open until February 15<sup>th</sup> to gather opinions about certain aspects of the text amendment ([http://lawrenceks.org/lawrence-listens#peak\\_democracy](http://lawrenceks.org/lawrence-listens#peak_democracy)). Mary Miller 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 received an update on the progress of this item at their November 16, 2015 meeting and discussed alley parking for duplexes at their January mid-month meeting. This item will continue to be processed throughout the winter months. Sheila Stogsdill is the Staff contact.

**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. The draft Oread Design Guidelines are now available on the City's website. These were recommended as one of the initiatives of the Oread Neighborhood Plan, which was adopted in 2010. Planning staff conducted a public meeting on Wednesday, January 13, 2016 at the Lawrence Public Library Auditorium.

The Lawrence – Douglas Co. Planning Commission and the Lawrence Historic Resources Commission will have joint meetings to discuss the Guidelines. Those meetings are scheduled for Thursday, February 18, 2016 (6:00 p.m. start) and Monday, March 21, 2016 (6:30 p.m. start), in the City Commission Room. Jeff Crick and Lynne Zollner are the Staff contacts.

**Discussion of Applicability of the Property Maintenance Code** – Elements of property yard maintenance will be rolled into the consideration of the 2015 ICC code adoption process planned to be considered by the City Commission in February. Items related to urban agriculture uses and yard conditions will be considered with the Urban

Ag text amendment which is scheduled to follow the ICC code considerations. 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 February 2016. 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.

#### **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. Bradley 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** was an unsheltered and sheltered count and occurred on January 28, 2016. The count was a 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 awarded a **Competitive Consolidated Planning Grant** from KDOT to complete two studies in 2016 - 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. Staff is reviewing the proposals submitted and expects to have a consultant on board soon.

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 15<sup>th</sup> Street (near playground), the North Lawrence Levy Trail Head Parking Lot, Rotary Arboretum - Trail parking for SLT, and on the Library Plaza (near garage). These grants were awarded and were accepted by the City Commission in early January. A public hearing for the final placement of the bike corrals is scheduled for Monday, February 8th at 5pm at the Lawrence - Douglas County Bicycle Advisory Committee Meeting in the Parks & Recreation Conference Room, 1141 Massachusetts St.

Jessica Mortinger is the Staff contact.

**Historic Landmarks** – The Historic Resources Commission is continuing efforts to identify and recognize significant properties having special historical, community, or architectural value to the City. This year, the HRC has recommended and the City Commission has landmarked 4 new properties. Two additional properties are scheduled to be heard by the HRC on February 18, 2016. In addition, the City Commission and the HRC have initiated local register landmark nominations for 5 City owned properties that will be reviewed by the HRC this year. City properties to be considered are:

1. Union Pacific Depot
2. Carnegie Building
3. Fire Station #1
4. Oak Hill Cemetery
5. Clinton Park

Historic Resources staff continues to work on the National Register nominations for the Santa Fe Depot and Oak Hill Cemetery. The Oak Hill Cemetery nomination is supported by a Historic Preservation Fund grant accepted by the City Commission in July of 2015. The Santa Fe Depot nomination is tentatively scheduled to be considered by the Kansas Sites Board of Review on April 30, 2016.

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. 100% of the \$262,501 in donations, equating to \$196,875.00 in Entrepreneurial Tax Credit pledges, were collected in December.

**Next PDS LNL:** The first installment of the 2016 PDS quarterly **Lunch-N-Learn Series** will include a review of the Oread Design Guidelines and is scheduled for March 25, 2016 from noon to 1:00 p.m. in the City Commission room. 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.

#### **BIZFUEL EFFORTS:**

The Chamber of Commerce, on behalf of BizFuel partners, is seeking to hire an advertising/marketing agency or individual team to provide strategic implementation of messaging, advertising and marketing strategies as needed for promoting the BizFuel Partnership in Douglas County.

STAR Certification Focus Group (Economy & Jobs): BizFuel Partners will continue to work toward advancing the STAR Certification process. The STAR Community Rating System is both a framework and a certification program. Local governments across the nation are using it as a roadmap, as a planning tool, to organize/guide public engagement processes, to aid in decision-making, for performance-based budgeting, and as a measuring stick to determine whether their investments are achieving outcomes. This effort will benefit our community at large and serve as a resource/ongoing tool when completed.

BizFuel Small Business Events:

1<sup>st</sup> Quarter: Import & Export: How to Ready Your Business for Global Trade, (City of Lawrence – SBF Taking Lead in Materializing)

Presenters:

Chang Lu - Kansas Department of Commerce

Nyamusi K. Igambi- U.S. Commercial Service

Materials and lunch are included, please RSVP prior to event.

**EventBrite Site:** <https://www.eventbrite.com/e/bizfuel-small-business-workshop-importexport-how-to-ready-your-business-for-global-trade-tickets-20957178485>

2<sup>nd</sup> Quarter: State Certification Process: Women-Owned Business Entity, Disadvantaged –Owned Business Entity and Minority-Owned Business Entity, (City of Lawrence – SBF Taking the Lead in Materializing)

3<sup>rd</sup> Quarter: Creative Industries and Your Business, (KU Small Business Development Center- Director Taking the Lead in Materializing)

4<sup>th</sup> Quarter: Kansas Department of Labor and Revenue and Your Business,  
(Lawrence Chamber/EDC- ED Manager Taking the Lead in Materializing)

Cyndi Hermocillo-Legg is the Staff contact.