



## Neighborhood Update for LAN

January 5, 2017

### Item #1: January Planning Commission Items

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on **January 25, 2017** 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 Wednesday, January 25, 2017 meeting:

Minor subdivision, MS-16-00507, variance request per Section 20-813(g) of the Subdivision Regulations to allow reduced right of way for W. 31st Street and S. Iowa Street as required by Section 20-810(e) of the Subdivision Regulations. The Minor Subdivision (lot split) is located at 3101 Iowa St. Submitted by Landplan Engineering for Central Bank of the Midwest, property owner of record.

**CUP-16-00489:** Consider a revision to the Conditional Use Permit for the private airstrip at 1123 E 2000 Road, approved with CUP-3-1-85, to allow additional users of the airstrip. Submitted by BG Consultants, Inc. for Milton D. and Joan M. Bland, property owners of record. *Joint meeting with Eudora Planning Commission.*

**FDP-16-00498:** Consider a Final Development Plan for TRU Hotel by Hilton at Bauer Farm, a new multi-story hotel, located at 510 Wakarusa Drive. Submitted by Bartlett & West Inc on behalf of Apollo Hospitality Firm, contract purchaser. Free State Group LLC is the property owner of record.

**TA-16-00388:** Consider a Text Amendment to the City of Lawrence Land Development Code, Articles 4, 5, & 17, regarding *Funeral and Interment Services as defined in Section 20-1729. The requested amendment would allow Columbariums as Accessory Uses to established Religious Assembly Institutions.* Submitted by Corpus Christi Catholic Church. *Initiated by City Commission on 9/20/16. Deferred by Planning Commission on 11/16/16.*

**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, January 23, 2017.** This ensures your transmittal to the Commission can be received and read prior to their meeting.

### Item #2: CDD Information

*Grant Update:* The Community Development Division continues to work through the 2016 CDBG and HOME program year. Applications for the 2017 program year have been received and staff has begun initiating the allocation process. The Community Development Advisory Committee (CDAC) will resume their meetings in January and will start conversations about 2017 funding recommendations for the grant year 8/1/2017 – 7/31/2018. The City of Lawrence has continued to utilize the "Step Up to Better Housing" strategy as the basis for funding decisions made by the CDAC.

*HUD Update:* In March of 2016, the US Department of Housing and Urban Development released a final rule on Affirmatively Furthering Fair Housing (AFFH), and launched a new tool, the Assessment of Fair Housing (AFH) for communities who receive Federal funding to address Fair Housing issues in their community. The AFH document is due to HUD 270 days prior to the onset of the community's next five-year Consolidated Plan. For the City of Lawrence, the next Consolidated Plan start date is August 1, 2018, which means the City's AFH is due to HUD no later than November 1, 2017. Staffs from the

Community Development Division, the Human Relations Division, and the Lawrence-Douglas County Housing Authority hope to partner on this initiative, and all three have begun preliminary work on the assessment and the timeline. In October, the City Commission approved an amended Citizen Participation Plan to include additional public participation requirements related to the AFH. After a period of public comment and input, the issue will be brought to the Commission as a Study Session item toward the end of the first quarter of 2017 for additional input on goals, strategies, and activities. The HUD page for the AFFH and AFH can be found here: [https://www.huduser.gov/portal/affht\\_pt.html#affh](https://www.huduser.gov/portal/affht_pt.html#affh).

### **Item #3: 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

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,

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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.*

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:** Thomas M. Markus, City Manager

**FROM:** Scott McCullough, Director

**Date:** November 29, 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 a release of the draft plan is planned to be submitted to the Steering Committee in late winter/early spring. Information on this effort can be found at <http://lawrenceks.org/pds/horizon-2020-update-process>. Jeff Crick is the Staff contact.

**Airbnb** – At their September 20, 2016 meeting, the Commission directed the City Manager to review whether a regulatory framework is needed to address the Airbnb industry in Lawrence (such rentals are currently not permitted in RS districts and the city receives no guest tax for their use). A review of land use, taxes, and other aspects related to this industry is underway and will be presented to the City Commission upon completion.

**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. Staff met with the neighborhood on March 28, 2016 to review the data in advance of the City Commission reviewing rezoning options for the area. The City Commission reviewed options at their May 24, 2016 meeting and deferred the item so that Staff can revise the boundaries to include rezoning all properties north of 9<sup>th</sup> Street to their current use. The item will be resubmitted to the City Commission for initiation at their **December 6, 2016** meeting. Becky Pepper is the Staff contact.

**North Lawrence RS5 Zoning Discussion** – On August 18, 2015 and April 19, 2016 the City Commission considered Staff memos addressing a request from the North Lawrence Improvement Association to review RS5 zoning in North Lawrence. At their April 16, 2016 meeting, the Commission initiated an amendment to the code to require that storm water plans be submitted in conjunction with development projects for RS5 zoned properties in North Lawrence in the areas protected by the levee. The code was revised on July 19, 2016 to require a storm water plan for any residential construction project on RS5 and RS3 zoned lots that are protected by the levee. The Commission also directed Staff to continue to study density and dimensional standards citywide for RS5 and RS3 zoned properties and provide a report to the City Commission at a future meeting. The analysis of RS5 zoning density and dimensional standards are underway and will be presented to the Commission upon completion of the study. David Guntert 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 and May 23<sup>rd</sup> regular meeting. This item will be submitted for a final recommendation from the Planning Commission upon completion of the final draft of the code revisions. Sheila Stogsdill is the Staff contact.

**Oread Design Guidelines** – The Oread Design Guidelines 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 had two joint meetings to discuss the Guidelines on Thursday, February 18, 2016 and Monday, March 21, 2016. Both commissions recommended approval of the guidelines and associated rezoning requests to implement them.

After the official hearing of March 21, 2016, Staff discovered that the rezoning effort was not properly noticed and a rehearing must be completed before the PC and HRC. New hearings for the HRC's and PC's June and July mtgs have been completed. The item was presented to the City Commission at their October 11<sup>th</sup> work session and was approved on first reading of the adopting ordinances at the Commission's November 15,

2016 meeting. The second reading of the adopting ordinances is scheduled for the Commission's **December 6, 2016** consideration. Jeff Crick and Lynne Zollner are the Staff contacts.

**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. Staff is proceeding with revisions to the sign code. Kurt Schroeder is the Staff contact.

**City Parking Study** – On November 15, 2016, the City Commission authorized staff to negotiate a service agreement with Desman Design Management (Desman) for the purpose of conducting a comprehensive study of the parking system serving Downtown, East Lawrence Neighborhood, and neighborhoods surrounding the University of Kansas. The service agreement with Desman has been finalized and will soon be executed. The first step is for the consultants to meet with the staff team work through a number of logistical issues, including scheduling meetings with stakeholder groups. Within the next couple of weeks, City staff will directly contact neighborhood association leaders located within the study focus area in order to schedule a meeting with the consultant team to gain their input on residential parking issues.

### **Community Development Initiatives**

The Community Development Division has submitted the [2016 Action Plan](#) to HUD for the grant year beginning August 1, 2016. The City of Lawrence continues to utilize the "[Step Up to Better Housing](#)" strategy as the basis for funding decisions made by the [Community Development Advisory Committee](#). Funding in the 2016 grant year will once again focus on five key areas: Emergency Shelter, Transitional Housing, Permanent/Supportive Housing, Revitalized Neighborhoods and Community Facilities.

Community Development Staff continues to support the staffing efforts of the Affordable Housing Advisory Board. Information and agendas can be found at <http://lawrenceks.org/boards/affordable-housing/>.

### **Metropolitan Planning Organization (MPO) Studies**

#### Transit Comprehensive Operations Analysis

The project consultant was in Lawrence during the week of October 24 to conduct public meetings regarding two transit route scenarios. A survey about the transit route scenarios was online until November 27. The consultant is reviewing the route feedback and will provide their draft recommendations to the study team for review. The study will identify strengths and weaknesses of the existing system and recommend service improvements to improve productivity and serve new and existing riders better. The final report is expected by December 31<sup>st</sup>.

#### Bike Share Feasibility Study

The study team met with KU stakeholders in October as the study continues to explore the feasibility of bike share in Lawrence. The community wide survey showed that 52% of respondents (out of 507) would be interested in using a bike share system in Lawrence. The KU student survey shows that 81% of respondents (out of 693) would be

interested in a bike share system. These results paired with the analytical review of the existing conditions in Lawrence indicate that a bike share system would be feasible. The study team is reviewing the draft implementation scenarios provided by the consultants. The study will be completed by December 31<sup>st</sup>.

#### Regional Pedestrian Plan

The MPO completed the Regional Pedestrian Plan and the plan was accepted by the MPO and Lawrence City Commission in November. The plan went through a public participation process that included surveys, mobile meetings, and website feedback. The plan envisions a region that encourages people of all ages and abilities to walk for enjoyment, exercise, and daily transportation by providing a safe, convenient, and attractive pedestrian environment. This Plan considers the many benefits of walking and identifies a diverse set of approaches encouraging more pedestrian activity. This Plan presents a toolbox of policy, program, and infrastructure ideas that cities in Douglas County can implement to improve the pedestrian environment. The final plan can be viewed online at: <http://lawrenceks.org/mpo/PedPlan>

#### Transportation 2040

The MPO is kicking off the Metropolitan Transportation Plan update in December with the Transportation 2040 Steering Committee. The team will help guide staff on updating the long range transportation plan to meet federal requirements. The plan update process will include opportunities for public engagement through open house and surveys in 2017. An updated plan is expected to be approved by March 2018. The existing plan, Transportation 2040 can be viewed online at: <http://lawrenceks.org/mpo/t2040>

Jessica Mortinger is the Staff contact.