



Neighborhood Update for LAN

August 21, 2019

August Planning Commission Items

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on **August 28, 2019 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 Wednesday, August 28, 2019 meeting:

PP-19-00226: Consider a two-lot Preliminary Plat for Matthew Black Addition on approximately 0.62 acres located at 543 Walnut St for residential development. Submitted by Landplan Engineering on behalf of Matthew Black, property owner of record.

PP-19-00352: Consider a Preliminary Plat, two-lot residential subdivision of approximately 0.28 acres, located at 1721 & 1725 Kentucky St. Submitted by Paul Werner Architects on behalf of Imran Wahla & Fadila Boumaza, property owners of record.

PP-19-00353: Consider a Preliminary Plat, two-lot residential subdivision of approximately 0.28 acres, located at 1726-1728 Tennessee St. Submitted by Paul Werner Architects on behalf of Kolibri Ventures LLC, property owner of record.

SUP-19-00304: Consider a Special Use Permit for an assisted living facility at 3911 W 13th St. Submitted by Gilbert Karuga, property owner of record.

FDP-19-00330: Consider a Final Development Plan for Casey's General Store, located at 3111 Nieder Rd. Submitted by Casey's Retail Company, for Stonebridge Lawrence, LLC, property owner of record.

Z-19-00329: Consider a request to rezone 0.62 acres from RS7 (Single-Dwelling Residential) District to RSO (Single-Dwelling Residential-Office) District, located at 900 Madeline Ln. Submitted by Colliers International for Unity Church of Lawrence, Inc, property owner of record.

CUP-19-00285: Consider a Conditional Use Permit for Honeybee Septic, located at 1462 N 1700 Rd. Submitted by Paul Werner Architects, for MG Holdings LC, property owner of record.

TA-18-00467: Consider a Text Amendment to the City of Lawrence Code regarding proposed changes to multiple chapters of the City Code to facilitate affordable housing development options and including density bonus. *Initiated by City Commission on 10/16/18.*

TA-19-00365: Initiate Text Amendments to the City of Lawrence Land Development Code for minor items to streamline language and terminology and correct identified errors.

Legal descriptions for public hearing properties listed above are on file in the Planning & Development Services office for review during regular office hours, 8:00am-5:00pm Monday - Friday, 1 Riverfront Plaza, Suite 320.

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, August 26, 2019.** This ensures your transmittal to the Commission can be received and read prior to their meeting.

Update Neighborhood Association Information on City Website

Please visit the city website at <https://lawrenceks.org/pds/neighborhoodcontacts/> and check that your neighborhood association contact information is up-to-date. This contact information is used to notify neighborhoods about pending planning proposals. If the contact information needs updating, please fill out the Neighborhood Registration Form at https://lawrenceks.org/pds/neighborhood_registration/. If you have any questions, please contact Denny Ewert at dewert@lawrenceks.org or 785-832-3159.

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.

- 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

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.

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>.

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Memorandum

City of Lawrence

Planning & Development Services

TO: Craig S. Owens, City Manager
Diane Stoddard, Assistant City Manager

FROM: Brandon Thorngate, Planning and Development Analyst

CC: Scott McCullough, Director - Planning and Development Services

Date: August 20, 2019

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.

Notable Development Projects in the Planning Phase:

The following list details notable and large development projects that have filed applications with the Planning Division:

- Castle Tea Room (1307 Massachusetts Street)
- Multi-Family Structure (929 Arkansas Street)
- Congregate Living Structures (1721 & 1725 Kentucky Street)
- Grandstand Glassware (3840 Greenway Circle)
- Casey's General Store (3111 Nieder Road)
- North Lawrence Riverfront Project (Northwest corner Kansas River & N. 2nd St)
- Douglas County Crisis Center (1000 W 2nd St)
- Home Sweet Home (1900 Wakarusa)
- Dentist (3110 Nieder Road)
- Lawrence Police Headquarters (5100 Overland)
- Mixed-Use Development (1401 W 23rd)
- Beatnik Court Addition rezoning and preliminary plat (702 E 19th Street)

Comprehensive Plan Update – On July 16, 2018 the *Horizon 2020* Steering Committee approved the release of the draft Comprehensive Plan for the Planning Commission, City Commission, and Board of County Commissioners consideration. Using the Issue Action Report as a basis, which was unanimously approved by all 3 commissions, the Steering Committee reviewed the draft plan in the context of that report and the public input received as part of their process. The next steps for the draft Comprehensive Plan include public hearings before the Planning Commission, City Commission, and Board of County Commissioners. The three commissions received a presentation on the draft plan on October 19th, 2018. At their June 2019 meeting, the Planning Commission approved the draft comprehensive plan

and forwarded it to the City Commission and Board of County Commissioners with a recommendation for approval. The City Commission is tentatively scheduled to review and consider this draft at their August 20th meeting. Information on this effort can be found at <https://lawrenceks.org/pds/comp-plan/>. Jeff Crick is the staff contact.

Short Term Rental Uses – On August 15, 2017, the City Commission directed staff to pursue a framework to regulate properties being used as short-term rentals. Staff conducted an extensive public participation program and presented findings to the City Commission at their November 14, 2017 work session. Staff drafted a text amendment to permit short-term rental units, which was recommended by the Planning Commission at their May 23rd meeting and adopted by the Lawrence City Commission on October 2, 2018, which regulates the licensing and inspection of Short-term Residential Rental Property. The ordinance became effective on November 1, 2018. The Planning Commission discussed the program at their April 24th, 2019 meeting and the City Commission held their discussion on May 14th, 2019. The City Commission expressed interest in staff returning to a future City Commission agenda with some revision options to address concerns and desires for the current program. At their July 2nd meeting, the City Commission initiated a text amendment, TA-19-00354, to revise the short-term rental program by establishing a common license process for all short-term rentals allowing them by-right in all zoning districts, amending the licensing program to require annual notice to neighbors at the time of license renewal, creating a process by which owners within a certain distance can object to the license being requested, strengthening the probation/revocation process of a license, and exploring the placement of a limit on the number of short term rental units that an individual can own. For questions, you may contact Brian Jimenez, Code Enforcement Manager at 785-832-3111 or at bjimenez@lawrenceks.org or Jeff Crick, Planning Manager at 785-832-3163 or at jcrick@lawrenceks.org. You can find more information at <https://lawrenceks.org/short-term-rentals/>.

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, 2016 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. Mary Miller is the staff contact.

Downtown Master Plan - Through the City's strategic planning process, the City Commission identified a priority initiative of creating a Downtown Master Plan that includes identifying needed and desirable assets, identifying existing infrastructure and uses, and discovering potential uses and obstacles in response to the critical success factor of Economic Growth and Security. The desire is to create a sustainable plan that recognizes the existing successful nature of downtown and enhances downtown by incorporating innovative and creative initiatives through intensive stakeholder and community input. The plan will explore all elements of a master plan including, but not limited to, land use relationships, opportunities for development and redevelopment,

programming of public space, landscaping, transportation, infrastructure and streetscape, with a heavy emphasis on cultural and historical resources and activities.

Through a Request for Proposal process, the city has hired Houseal Lavigne Associates as the consultant to lead, manage and write the plan. The project kicked off in early November 2018 with data gathering and a November 1, 2018 Downtown Master Plan Steering Committee meeting. HLA worked with staff over the next few months to develop a [project website](#), open an on-line survey and interactive mapping tool for input gathering and set up a week-long visit in early February that would include multiple workshops and group meetings to gather community input per the adopted project scope. The first of three community workshops was held February 4, 2019 and over 100 people attended. In addition, four of five focus group meetings were held to gain input on specific topics. Summaries and participants of the focus groups are located on the [website](#). Inclement weather led to the cancelation of the fifth focus group and the remaining two community workshops. Since, staff has worked with the consultant to revise and expand the community engagement portion of the project based on community and City Commission concerns. The City Commission approved a [revised and expanded project scope](#) at their April 2, 2019 meeting.

Workshops were held the first week in June and other engagement opportunities have been available. The consultant is now moving on to the next phases of the project. Announcements regarding next steps will be made soon. **The project website can be viewed here: <https://lawrenceks.org/strategic-plan/downtown/> and this is also the place to sign up to receive email updates throughout the process.** Amy Miller is the staff contact.

Community Development Initiatives

The Community Development Division (CDD) ended the 2018 CDBG and HOME program year on 7/31/2019. The 2019 CDBG and HOME program year began on 8/1/19. The 2019 program year is year two of the 2018-2022 Consolidated Plan.

The CDD is working on completing the 2018 Consolidated Annual Performance Evaluation Report (CAPER). This document will be available for public comment starting mid-September and will be open for 30 days. The annual Fall Public Hearing will take place during the Affordable Housing Advisory Board (AHAB) meeting on October 14, 2019. The final CAPER submittal is due to HUD no later than 10/31/19.

The City Commission voted in March to dissolve the CDAC effective July 1, 2019. Going forward, the HOME allocation recommendations will be handled by the AHAB and the CDBG allocation recommendations will be part of the City's budgeting process. An amended Citizen Participation Plan outlining the new processes will come before the City Commission in November or December 2019.

The updated HUD low-moderate census tract and block group map has been in effect since April 1, 2019. Information can be found here: <https://lawrenceks.maps.arcgis.com/apps/webappviewer/index.html?id=933429d1147f47b494d17620bfba48e>

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

The city hired a new Housing Administrator to work with the AHAB and the City's Housing Trust Fund. Alissa Ice joined the CDD staff in July and comes to the City of Lawrence from the State of Missouri where she worked with the state housing Trust Fund, the National Housing Trust Fund, and the HOME program, among others.

Danelle Walters is the staff contact.

Metropolitan Planning Organization (MPO) Studies

Volunteers needed for bicycle & pedestrian counting

The Lawrence-Douglas County Metropolitan Planning Organization is looking for volunteers for a variety of bicycle and pedestrian counting projects happening this September. There are hundreds of available counting opportunities as part of the following projects: annual bicycle rider and pedestrian counts, Safe Routes to School Crossing counts, and downtown bike counts. To sign up as a volunteer for any of the three counts visit: www.lawrenceks.org/mpo/volunteer

Bikeway Plan Update

The Lawrence Bikes Plan was approved by the MPO Bicycle Advisory Committee on July 3rd, by the Transportation Commission on August 5th, by the MPO Technical Advisory Committee August 13th and the MPO Policy Board on August 15th. The plan will come before the City Commission in September. The plan can be accessed online at https://lawrenceks.org/mpo/bicycle_planning.

23rd St Corridor Study

The MPO hosted charrettes during the week of June 24th to develop a vision and implementation strategy for 23rd Street: Haskell Bridge to the eastern city limits, providing an opportunity for the public to reimagine the street for comfortable and inviting multimodal transportation. A report and concept plan are expected to be presented to Transportation Commission meeting on September 9th at 6pm in the City Commission Room at City Hall. More information can be found online at: <https://lawrenceks.org/mpo/23rd-st-corridor-study>.

Lawrence Citywide Safe Routes to School Plan

The MPO is working with the City of Lawrence Municipal Services and Operations, USD 497, the Lawrence-Douglas County Health Department, and the Lawrence-Douglas County Sustainability Office to write a Lawrence Citywide Safe Routes to School Plan. The planning process will begin with a survey to parents in early September and a public meeting in late September.

Jessica Mortinger is the staff contact.