



Neighborhood Update for LAN

November 20, 2019

November Planning Commission Items

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on **November 20, 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, November 20, 2019 meeting:

CPA-18-00395: Consider approving a Comprehensive Plan Amendment, CPA-18-00395, Plan 2040: A Comprehensive Plan for Unincorporated Douglas County & the City of Lawrence. Adopt on first reading, joint Ordinance No. 9699/Resolution No. 19-31, for a Comprehensive Plan Amendment (CPA-18-00395) Plan 2040: A Comprehensive Plan for Unincorporated Douglas County & the City of Lawrence.

PCR-19-00512: Consider approving a Planning Commission Resolution related to CPA-18-00395, a Comprehensive Plan Amendment for the adoption of *Plan 2040: A Comprehensive Plan for Unincorporated Douglas County & the City of Lawrence*. This plan was originally adopted with PCR-19-00297 on June 12, 2019 and is being reconsidered after revisions were made by the City Commission.

SUP-19-00418: Consider a Special Use Permit for the expansion of Deciphera, a *Research Service* use, located at 645, & 647 Massachusetts St. into 643 Massachusetts St. Submitted by Barber Emerson, L.C., on behalf of GCB Holdings, LC, property owner of record.

CUP-19-00460: Consider a Conditional Use Permit for boat/RV storage, located at 568 N 1800 Rd, Lecompton. Submitted by Ben Shepley on behalf of Fred Roll, property owner of record. *Joint meeting with Lecompton Planning Commission.*

CUP-19-00464: Consider a Conditional Use Permit for a *Private Swimming Pool* located at 510 N 1700 Rd. Submitted by Katie Price and Patrick Norman, property owners of record. *Joint meeting with Lecompton Planning Commission.*

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, November 18, 2019.** This ensures your transmittal to the Commission can be received and read prior to their meeting.

Planning and Development Services Director Input

The City of Lawrence and Douglas County are seeking a new Director for the Planning and Development Services Department. The Planning and Development Services Department provides current and long-range planning, community development, affordable housing, code enforcement, and building permit services for the City of Lawrence. The Department also provides support for Douglas County planning, coordinates joint County-wide planning efforts, and houses the Lawrence-Douglas County Metropolitan Planning Organization, focusing on regional transportation planning.

The City is seeking public input as we work with the County to develop the job profile for potential candidates. Your feedback on types of knowledge, experience, skills, and abilities necessary to make the position successful is important.

The survey is available now on the Lawrence Listens platform: lawrenceks.org/Lawrence-listens. The survey will close at 5 p.m. on Friday, November 22. Thank you for taking the time to provide us with your input!

For more information, please contact Jeremy Denham, *Human Resources Advisor*, at 785-832-3209 or jdenham@lawrenceks.org.

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

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.

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>.

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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: Amy Miller, Interim Director - Planning and Development Services

Date: November 19, 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:

- Gym & Coffee Shop (714 Vermont Street)
- 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)
- Lawrence Police Headquarters (5100 Overland)
- Beatnik Court Addition rezoning and preliminary plat (702 E 19th Street)
- Taylor's Donuts remodel of existing building (1827 Louisiana Street)
- Delaware Live/Work mixed-use development (716 E 9th Street)
- Penn Street Lofts mixed-use development (800 Pennsylvania Street)
- Dunco Heating & Air (2000 Delaware 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 October 1, 2019 meeting the City Commission adopted *Plan 2040* with revisions. The Board of County Commissioners approved the plan with the City Commission revisions at their October 16th meeting. The plan will return to the Planning Commission at their November 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. The Planning Commission reviewed the proposed text amendment to the Land Development Code at their October 23, 2019 meeting and recommended it to the City Commission. The item will be considered by the City Commission at a future meeting. 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. The Multimodal Transportation Commission will review this amendment at their December 2, 2019 meeting. The Planning Commission will be discussing this item at their January 22, 2020 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 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. HLA has completed Step 1: Project Initiation, Step 2: Community Outreach and Engagement, and Step 3: Market and Demographic Analysis. The consultant has been working through Step 4: Existing Conditions Summary. A Downtown Visioning Workshop was held October 16th at the Douglas County Fairgrounds. The documents necessary for the Downtown Master Plan Steering Committee meeting are not yet ready. Therefore, the Downtown Master Plan Steering Committee meeting scheduled for Monday, November 18 and the City Commission presentation regarding the Downtown Master Plan scheduled for November 19 are being postponed and will be rescheduled soon. We regret any inconvenience this may cause. Please keep posted regarding rescheduling of these important meetings.

In addition to the above engagement opportunities, a visual preference survey has been opened and is available on the website.

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 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 has submitted the 2018 Consolidated Annual Performance Evaluation Report (CAPER) which was due on 10/31/2019.

The City Commission voted in March to dissolve the CDAC effective July 1, 2019. The HOME funding will be recommended by the AHAB, and the CDBG funding will be recommended by city staff. The CDBG and HOME funding, while included in the city's budget document, will act as stand-alone recommendations apart from the annual budget process due to the grant year start dates and will be provided additional citizen input opportunities. An amended Citizen Participation Plan and CDBG/HOME Procedures outlining the new processes will come before the City Commission on December 10, 2019 and was made available to the community for a 30-day public comment period beginning on November 1, 2019. The draft [Citizen Participation Plan](#) and the draft [CDBG/HOME Allocation and Recommendation Procedures](#) can be found on the Planning and Development [website](#).

CDD staff anticipates that the CDBG and HOME applications will be released to all interested parties in January. Staff is not suggesting any changes to the application document for the 2020 program year.

The updated HUD low-moderate census tract and block group map has been in effect since April 1, 2019. Information can be found here: [Low/Moderate Census Tract and Block Group Map](#)

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/>.

Danelle Walters is the staff contact.

Metropolitan Planning Organization (MPO) Studies

23rd St Corridor Study

The MPO hosted charrettes during the week of June 24th, 2019 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. The plan was approved by the City Commission at their November 5th meeting. 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, 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. A Be Active Safe Routes open house was

held Thursday, Nov. 14, at the Flory Building of the Douglas County Fairgrounds. Parents and interested community members shared their thoughts about the Safe Routes to School program and provided input to the citywide plan. Visit <http://beactivesaferoutes.com> for more information.

Jessica Mortinger is the staff contact.