



## Neighborhood Update for LAN

January 15, 2020

### **January Planning Commission Items**

The Lawrence/Douglas County Metropolitan Planning Commission will hold their regularly scheduled monthly meeting on **January 22, 2020** 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 22, 2020 meeting:

**Z-19-00574:** Consider a request to rezone approximately 1.33 acres located at 3727 W 6<sup>th</sup> St from PCD-[6<sup>th</sup> & Monterey Way] (Planned Commercial Development) District to CN-2 (Neighborhood Commercial Center) District. Submitted by Landplan Engineering for David A. and Lisa L. Rueschhoff, property owners 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. *Deferred by Planning Commission on 8/28/19.*

**CUP-19-00412:** Consider a Conditional Use Permit for a *Truck Storage Facility* use, located on approximately 38.5 acres at 1935 & 1937 E 950 Rd. Submitted by Holtkamp Holdings LLC, property owner of record.

**TA-19-00538:** Consider Text Amendments to revise the *Zoning Regulations Unincorporated Territory Douglas County, KS*, TA-08-16-08, initiated by Planning Commission in 2006 with TA-08-16-08 and reinitiated on 10/23/19 in conjunction with revisions to sections of the *Subdivision Regulations for Lawrence and the Unincorporated Areas of Douglas County, KS* necessary to implement the revised zoning regulations.

### **Receive Planning Work Plan.**

**Consider initiating a text amendment** to the City of Lawrence Land Development Code to add accessory dwelling units in the RS5 (Single-Dwelling Residential) Zoning District.

**Consider initiating a text amendment** to the City of Lawrence Land Development Code regarding proposed changes to the language and terminology related to requirements to plat property located within the city limits.

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 Tuesday, January 21, 2020. 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/](https://lawrenceks.org/pds/neighborhood_registration/). If you have any questions, please contact Denny Ewert at [dewert@lawrenceks.org](mailto: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](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: <https://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.

---

**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.*

- 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>.

---

**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.*

# 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: January 15, 2020

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.

#### **Planning Division**

##### Notable Development Projects in the Planning Phase

The following list details notable and large development projects that have filed applications with the Planning Division. A complete list of planning submittals can be viewed at <https://lawrenceks.org/pds/submittals/>.

- Gym & Coffee Shop (714 Vermont Street)
- Congregate Living Structures (1721 & 1725 Kentucky Street)
- North Lawrence Riverfront Project (Northwest corner Kansas River & N 2<sup>nd</sup> Street)
- Taylor's Donuts remodel of existing building (1827 Louisiana Street)
- Delaware Live/Work mixed-use development (716 E 9<sup>th</sup> Street)
- Penn Street Lofts mixed-use development (800 Pennsylvania Street)
- Dunco Heating & Air (2000 Delaware Street)
- Indoor Gymnastics Facility (2332 Haskell Avenue)
- Commercial Office and Warehouse (2450 Fairfield Street)
- Airport Hanger Addition (1910 Airport Road)
- Sod Shop Wholesale Warehouse & Equipment Storage (N 1900 Road & Hwy 24/59)
- Extended Care Facility (1701 Research Park Drive)
- Cork & Barrel (1801 W 23<sup>rd</sup> Street)

##### Parking Regulations Text Amendment

These revisions to Article 9 of the Land Development Code 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 Multimodal Transportation Commission reviewed this amendment at their December 2, 2019 meeting and is drafting a letter with recommendations to be sent to the Planning Commission. The Planning Commission will

be discussing this item at their February 26, 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

The consultant has released an Existing Conditions Summary and it can be found on the [project website](#). A Downtown Master Plan Steering Committee meeting is scheduled for Monday, January 13th and the City Commission presentation regarding the Downtown Master Plan is scheduled for January 14th.

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 Division**

#### CDBG and HOME Applications and Funding

Community Development Division (CDD) staff released the CDBG and HOME applications on January 8, 2020. Applications are due back to CDD staff no later than February 21, 2020. There will be two required informational meetings held at the Planning and Development Services offices, Wednesday, January 22, 2020 from 6:00-7:00PM, and Tuesday, January 28, 2020 from 10:00-11:00AM. If your organization is not able to attend one of the required information meetings held on January 22, 2020 or January 28, 2020, please make sure you contact staff to schedule a make-up date as soon as possible. **This meeting is required for any applicant for CDBG and/or HOME funding.**

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. The HOME funding will be recommended by the Affordable Housing Advisory Board at their March 9, 2020 meeting, and the CDBG funding will be recommended by city staff during March. An amended Citizen Participation Plan and CDBG/HOME Procedures outlining the new processes were adopted/received by the City Commission on December 10, 2019. The 2020 CDBG/HOME spring Public Hearing will be held during the City Commission meeting on April 21, 2020, with final funding allocation adoption in late May or early June.

The [Citizen Participation Plan](#) and [CDBG/HOME Allocation and Recommendation Procedures](#) can be found on the Planning and Development [website](#).

Danelle Walters is the staff contact.

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

### 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. Staff will be visiting the USD 497 Elementary and Middle School Site Councils and/or Parent Teacher Associations in December thru February. Information about the specific time and date for each school discussion will be posted online when confirmed.

Visit <https://lawrenceks.org/safe-routes> to fill out the worksheet packet for your school of interest. In addition to parents, other interested Lawrence residents are invited to share their opinion by filling out the worksheet packet.

Jessica Mortinger is the staff contact.

## **Code Enforcement Division**

### Short-Term Rental Uses

At their July 2, 2019 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.

This item will be considered by the City Commission their February 18, 2020 meeting. For questions, you may contact Brian Jimenez, Code Enforcement Manager at 785-832-3111 or at [bjimenez@lawrenceks.org](mailto:bjimenez@lawrenceks.org) or Jeff Crick, Planning Manager at 785-832-3163 or at [jcrick@lawrenceks.org](mailto:jcrick@lawrenceks.org). You can find more information at <https://lawrenceks.org/short-term-rentals/>.

### Long-Term Rental Program

The City Commission has requested a presentation and update about the Long-Term Rental Inspection Program. This presentation has been scheduled for the City Commission's March 17, 2020 meeting.