



**DEVELOPMENT SERVICES DIVISION:  
CODE ENFORCEMENT**

The Code Enforcement Division works throughout the year responding to complaints regarding blight and site plan violations, licensing & inspecting rental units, and working with other staff to review plans. In addition, the division had the following achievements:

- Staff attended the Kansas Association of Code Enforcement spring conference in Wichita.
- Implemented text amendments to rental ordinance which resulted in new payment schedule for annual renewals.
- Staff researched code enforcement software companies and entered into contract with Comcate, Inc. to participate in a pilot program for online rental case management.
- Assisted with revisions to snow removal ordinance which creates a shorter time period for compliance as well as creates a more manageable enforcement protocol when a violation is cited.
- Provide data to the City Commission regarding expanding the rental registration program.
- Amended environmental code to address trash abatement issues.

The Code Enforcement Division performed over 2,300 initial inspections in 2008:

Type	Number
Snow Removal	326
Graffiti	171
Structural Blight	48
Environmental Blight	448
Tenant Complaint Housing	54
Weed/Grass	1,043
Rental Inspections	255
Zoning	24
<b>Total</b>	<b>2,369</b>

**DEVELOPMENT SERVICES DIVISION:  
BUILDING SAFETY**

**Division Accomplishments:**

- Implemented 2006 International Codes, including:
  - The International Residential Code.
  - The International Energy Conservation Code.
  - Radon gas control provisions for dwellings (also a first for Lawrence).
  - International Building Code.
  - International Mechanical Code.
  - International Plumbing Code.
  - International Fuel Gas Code.
  - International Existing Building Code.
  - International Property Maintenance Code.
- Implemented new inspection types for concrete slab & insulation, as well as implemented foundation design guidelines.
- Provided "code talk" sessions for Lawrence Home Builder Association members – three 2-hour luncheon sessions focusing on energy conservation, foundation design and construction, and radon gas control.
- Streamlined the plan review process to improve effectiveness, including permanent assignment of staff for this operation, reconfiguring the physical space to promote better workflow and consolidate temporary and permanent storage of plans and applications, and creating and refining reporting mechanisms to more accurately measure performance.
- Created Code Interpretation Manual and posted to the website.
- Converted contractor licensing files to electronic format using OnBase system.

**DEVELOPMENT SERVICES DIVISION:  
BUILDING SAFETY**

**New Faces: Katherine Simmons**

Katherine Simmons joined the Planning and Development Services Department as Plans Examiner at the beginning of August. She is a 1998 graduate of the University of Kansas with a Bachelor’s degree in Architecture. She is a Kansas City area native who has spent 8 years living and working in the Minneapolis area designing residential homes and preparing construction documents for builders and homeowners. Katherine has worked for several Kansas City Architecture firms and her focus has been primarily residential design and construction. She has been involved in multiple commercial projects as well. Katherine is currently working with the residential permit applications.

**DEVELOPMENT SERVICES DIVISION:  
BUILDING SAFETY**

**Statistics:**

- Inspections performed – 8,339
- Inspections resulted via Inspection Hotline – 5,976
- Inspections requested via Inspection Hotline – 4,993
- Licenses issued – 1,292
  - Contractor licenses issued – 400
  - Trades contractor licenses issued – 315
  - Trades worker licenses issued – 577
- Hours of continuing education – 168

<b>Building Permits Issued in 2008</b>	
<b>Type</b>	<b>Number</b>
Single Family	102
Duplex	12 (24 Units)
Multi-Family	27 (557 Units)
Commercial	11
Remodel	271
Mechanical, Electrical or Plumbing	1165
Sign	386
Other	204
<b>Total</b>	<b>2,179 Permits</b>

**DEVELOPMENT SERVICES DIVISION:  
BUILDING SAFETY**

**Division Achievements**

- Participation in a presentation for Missouri/Kansas Electric League on the role of electrical inspectors in the electrical industry.
- Streamlined plan review process resulting in improved turn-around times for permit applications.
- Using the OnBase system, scanned a large volume of existing files into an electronic format and reorganized the storage of electronic files.
- Redesigned and simplified the contractor license application.
- Created “code” cards for distribution to the public to assist with the Inspection Hotline.
- Completed implementation of a digital archiving policy ensuring all oversized building plans are received and stored in electronic format.
- Provided training for co-workers and contractors on new requirements resulting from the new code implantation.
- Developed procedures for inspections of electrical installations after weather events.
- Provided continued support to numerous advisory boards, including:
  - Electrical Code Board of Appeals
  - Plumbing Code Board of Appeals
  - Building Code Board of Appeals
  - Contractor Licensing Board
  - Mechanical Code Board of Appeals

**GOT A QUESTION ABOUT A BUILDING PERMIT OR NEED INFORMATION ABOUT THE FIRST TIME HOMEBUYER PROGRAM?**

**GIVE DEVELOPMENT SERVICES A CALL:  
832-7700**

**OR**

**VISIT THEM ON THE WEB:  
[HTTP://WWW.LAWRENCEKS.ORG/PDS/](http://www.lawrenceks.org/pds/)**

## DEVELOPMENT SERVICES DIVISION: COMMUNITY DEVELOPMENT

### Division Activities:

- There were 11 Emergency or Furnace Loan applications approved and completed for \$24,224.14.
- The First Time Homebuyer Lawrence Community Housing and Land Trust (LCHLT) program placed seven first time homebuyers in projects for a total of \$203,251.13.
- There were 35 Weatherization program applications; 27 properties were approved and attic insulation, weather-stripping of entry doors, and/or new storm windows were installed for \$34,597.79.
- During 2008, the current Comprehensive Housing Rehabilitation list of applicants was completed and staff began working on the new list. During the year, 22 new applications were reviewed, 13 of which did not qualify for the program. Ten projects were completed during the year for a total of \$214,978.06.



Before (above) & After (below) photo of a home re-sided through the Comprehensive Housing Rehabilitation Program

## DEVELOPMENT SERVICES DIVISION: COMMUNITY DEVELOPMENT

- The City, in partnership with Tenants to Homeowners, Inc., who is the City's certified non-profit affordable housing provider, was awarded the "Best of the Best Practices" award from the Kansas/Missouri HUD office for the Homewood Gardens First Time Homebuyer Program, located at 17<sup>th</sup> and Bullene Avenue. From an initial field of 16 applicants throughout Kansas and western Missouri, the City/TTH partnership project made the list of eight finalists and was invited to make a presentation at the conference regarding the project. The project was subsequently selected as the "Best of the Best Practices" for 2008.
- Community Development Staff, Margene Swarts and Tony Hoch, were invited to make a presentation and demonstration at the Fall Kansas NAHRO Conference regarding the use of HUD's Integrated Disbursement and Information System (IDIS). The system is used by Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) Subgrantees to track activities and projects and draw funds from the federal government for the two grant programs. Kansas NAHRO has approximately 150 members and hosts two statewide conferences each year in the spring and fall.

## DEVELOPMENT SERVICES DIVISION: COMMUNITY DEVELOPMENT

### New Faces: Danelle Dresslar

Danelle Dresslar began work with the City of Lawrence Planning & Development Services Community Development Division as a Management Analyst in October of 2008. Danelle had previously worked as a Banking Center Branch Manager for a bank in Lawrence. She is a lifelong resident of the State of Kansas and holds a degree in Community Health Education from the University of Kansas. She has been a Lawrence resident since 1992.

**PLANNING DIVISION:****Online Agenda Packets**

In a continuing effort to make information regarding Planning items more accessible to the public, the Planning Commission agenda packets were made available online in January. The packets include reports and all graphical supporting documents so that the public and the Planning Commission have early and convenient access to the information. In addition, the commission members use recently installed computer equipment to conduct their meetings in the City Commission chambers. The Historic Resources Commission went online as well in July and the Board of Zoning Appeals followed in the beginning of 2009.

**PLANNING DIVISION:****Floodplain**

The City of Lawrence participates in the National Flood Insurance Program (NFIP) administered by FEMA, making flood insurance available to all community property owners. In addition, the city participates in the Community Rating System (CRS) which enables property owners to receive a discount on flood insurance. As part of our participation in the CRS program, the Planning Division conducts numerous outreach activities throughout the year, including placing a flood information brochure in all water bills during August. The brochure provides information on obtaining flood insurance, flood safety, obtaining a floodplain development permit, and historical information on floods in Lawrence. In 2008, the Planning Division processed 19 floodplain permits.

**WANT TO KNOW WHAT ZONING  
DISTRICT YOUR PROPERTY IS IN?**

**WANT TO KNOW IF YOUR PROPERTY IS  
LOCATED IN THE FLOODPLAIN?**

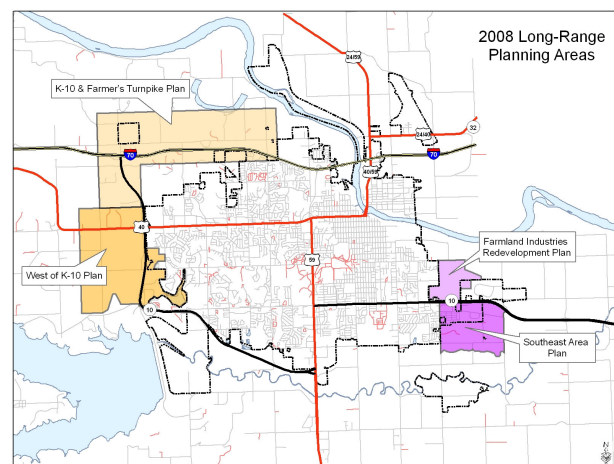
**CHECK OUT INTERACTIVE MAPPING  
ON THE WEB!!**

[WWW.LAWRENCEKS.ORG/CITY\\_MAPS](http://WWW.LAWRENCEKS.ORG/CITY_MAPS)

**PLANNING DIVISION:****LONG-RANGE PLANNING**

Various long range planning documents were substantially completed in 2008 and are awaiting final approvals in the first part of 2009.

- **The Farmland Industries Redevelopment Plan** was completed in 2008 and is a plan for the long term redevelopment of the former Farmland Industries nitrogen plant into usable industrial and open space for the community.
- **The Southeast Area Plan** was completed in 2008 after years of hard work and input from property owners, concerned citizens and commissions.
- **The K-10 and Farmer's Turnpike Plan** was substantially completed in 2008 and is a plan for future development of over 4,000 acres along the Farmer's Turnpike.
- Staff also worked on the **West of K-10 Plan**, which is expected to be presented to the governing bodies in early 2009.

**PLANNING DIVISION:****Population**

Staff works throughout the year using building permit data in an ongoing effort to track the growth of our community through population data. The population estimate for the City of Lawrence for July 1, 2008 is **90,866 people**.

**VISIT US ON THE WEB!!**

[WWW.LAWRENCEKS.ORG/PDS](http://WWW.LAWRENCEKS.ORG/PDS)

**PLANNING DIVISION:**

**Development Code & Comprehensive Plan Updates**

*Horizon 2020* was originally adopted in 1998. There have been amendments to various chapters since the adoption of *Horizon 2020* and several complete chapter updates. Eleven comprehensive plan amendments were initiated in 2008.

Number of Text Amendments, Comprehensive Plan Amendments & PC Resolutions in 2008	
<b>Text Amendments</b>	
City	<b>14</b>
County	<b>11</b>
<b>Comprehensive Plan Amendments</b>	<b>11</b>
<b>PC Resolutions</b>	<b>12</b>
<b>Total</b>	<b>48</b>

- In an effort to provide more options to the City of Lawrence development toolbox, a new **Mixed-Use Zoning District** was added to the Development Code. It is a form based code that allows for a mixture of land uses both vertically as well as horizontally.
- The **Lawrence SmartCode**, a form-based parallel development code, was adopted by the City Commission and becomes effective on July 1, 2009. Adoption of this code provides more options for the City's development toolbox.
- Substantial progress was made in establishing comprehensive code provisions for **shelter and social service facilities**.
- Staff also began work on a new chapter to the comprehensive plan centered on **environmental issues**.
- An **annual review of the comprehensive plan**, *Horizon 2020*, was completed in May 2008 and resulted in the initiation of numerous amendments to correct inconsistencies.
- Staff continued work on a comprehensive plan amendment that updates and revises **Chapter 7: Industrial and Employment Related Land Use**.

**PLANNING DIVISION:**

**Assistance and Applications**

A great deal of the department's time is spent handling information requests from the development community, other departments, neighborhood groups, and the general public. The Planning Division handled roughly **25,000** separate phone calls, emails and in-person city/county inquiries during 2008. This represents a **20% increase** over assistance numbers from 2007. As a department, this amounts to roughly 13 different requests for information per business hour. A total of **499 applications** were reviewed by the Planning Division in 2008. Also in 2008, **467 acres** were annexed into the City of Lawrence.

Spotlight on Top 2008 Applications	
Board of Zoning Appeals	20
Development Plans	13
Floodplain Development Permits	19
Plats	40
Rezoning	26
Site Plans	112
Special Event Permits	36

**PLANNING DIVISION:  
HISTORIC RESOURCES**

In 2008, over **130 projects** were reviewed under state and local preservation law.

Historic Resources staff worked with the Libuse Kriz-Fiorito Historical Foundation and the Kansas State Historic Preservation Office on the rehabilitation of the John N. Roberts House also known as the Castle Tea Room. In addition to restoration of the woodwork & the stained glass windows, the rehabilitation includes the reconstruction of a fountain in the front yard and the installation of a geothermal heating and cooling system. The "Castle" will be used as a special event venue and is scheduled to open in May 2009.



The Castle Tea Room (John N. Roberts House), 1307 Massachusetts St.

## PLANNING DIVISION: TRANSPORTATION

The Transportation Planning Staff had major changes in 2008. The Planning Division welcomed **Todd Girdler**, Senior Transportation Planner, in May and **Bart Rudolph**, Transportation Planner, in August. Since starting their new positions in the Lawrence-Douglas County Area both Todd and Bart have been busy updating several Metropolitan Planning Organization (MPO) documents and processes.

- One of the most significant changes for the MPO was transitioning from appointed planning commissioners to a policy board composed primarily of elected officials. The new MPO Policy Board met for the first time in January 2009.
- T2030 was approved in March. This document is the Metropolitan Transportation Plan for the Lawrence-Douglas County Region that identifies future transportation needs, investments, and recommendations for all modes of transportation - automobile, public transit, and bicycle transportation.
- The Bikeway System Map, which includes recommendations for existing and future bike lanes, routes, and shared-use paths within the City of Lawrence was approved by the Bicycle Advisory Committee in December and is planned for MPO adoption in early 2009.
- Two large planning studies affecting Douglas County are currently underway. First, the MPO staff has been involved with the Five-County Regional Transportation Study which will study mobility issues in Douglas, Johnson, Leavenworth, Miami, and Wyandotte Counties. Second, the staff has been active in the US-56 Corridor management Plan which will study 22 miles of this highway between Gardner in Johnson County and US 59 in Douglas County. Both studies are expected to continue through 2009.

**GOT A ZONING QUESTION?  
WE ALWAYS HAVE A  
"PLANNER OF THE DAY" ON DUTY!  
GIVE US A CALL AT 832-3150.**

## PLANNING DIVISION: TRANSPORTATION (CON'T)

- The transportation planning staff has also been working with officials from the City of Lawrence and the University of Kansas to plan for a consolidated transit system that will serve both the general public and KU students. A Transit Planning Team was formed in 2008 and the MPO staff has been involved in numerous transit planning meetings. At the end of 2008 the City issued a Request for Proposals to obtain the services of a transit consultant that will develop a detailed plan for implementing a consolidated transit system. Work on this planning effort is expected to run through 2009.
- Additionally, significant work has been done updating our 2004 Public Involvement Plan. The new Public Participation Plan will serve as a guide to improve the process for involving the community in regional transportation decision making. The new plan is scheduled to be approved by the MPO in early 2009.

## PLANNING DIVISION: Professional Development & Training

A new year brought continued work by staff on professional development and training.

- **7 staff** members are certified by the American Institute of Certified Planners [AICP]. **AICP** is the American Planning Association's [APA] professional institute, providing recognized leadership nationwide in the certification of professional planners, ethics, planning education, & the standards of planning practice.
- Two planners attended the **2008 Missouri-Kansas Bi-State Planning Conference** held in Kansas City, Missouri.
- Staff took part in **web seminars** offered throughout the year by the APA that focused on various topics ranging from ethics in planning to alternative energy options.
- **3 Planning Commissioners** attended the National APA Conference held in Las Vegas, NV.