



# City of Lawrence

## CITY MANAGER'S OFFICE

DAVID L. CORLISS  
CITY MANAGER

City Offices  
PO Box 708 66044-0708  
[www.lawrenceks.org](http://www.lawrenceks.org)

6 East 6<sup>th</sup> St  
785-832-3000  
FAX 785-832-3405

### CITY COMMISSION

MAYOR  
MIKE AMYX

COMMISSIONERS  
JEREMY FARMER  
DR. TERRY RIORDAN  
ROBERT J. SCHUMM  
MICHAEL DEVER

### **City Commission to Consider leasing two public parking spaces at 8<sup>th</sup> and Massachusetts streets to Lawrence Bank**

On September 2, 2014, the Lawrence City Commission will consider a request from Lawrence Bank to lease two parking spaces on the south side of 8<sup>th</sup> Street immediately east of Massachusetts Street to facilitate its temporary relocation to 800 Massachusetts Street. The requested lease would begin on September 10, 2014 and would be in effect for up to 24 months. The lease would grant the bank exclusive use of the two requested parking spaces during its drive-thru business hours which are Monday – Friday from 8:00 AM – 6:00 PM, and Saturday from 8:00 AM – 12:00 PM. You are receiving this notification because the requested parking spaces are adjacent to property you own or occupy in Lawrence, Kansas.

Please see the enclosed memo and attachment for details of the request. If you have questions or comments regarding this request please contact Brandon McGuire, Assistant to the City Manager, at (785) 832-3466 or [bmcguire@lawrenceks.org](mailto:bmcguire@lawrenceks.org). You may also attend the City Commission meeting at 6:35 p.m. on Tuesday, September 2, 2014 at City Hall, 6 E 6<sup>th</sup> St, Lawrence, KS 66044. The item will be considered on the consent agenda.



# Memorandum

## City of Lawrence

### City Manager's Office

TO: David Corliss, City Manager  
CC: Diane Stoddard, Casey Toomey, Toni Wheeler, Randy Larkin, Chuck Soules, Mark Thiel  
FROM: Brandon McGuire, Assistant to the City Manager  
DATE: August 20, 2014  
RE: Parking for Lawrence Bank in support of redevelopment project at 9<sup>th</sup> and New Hampshire North Project

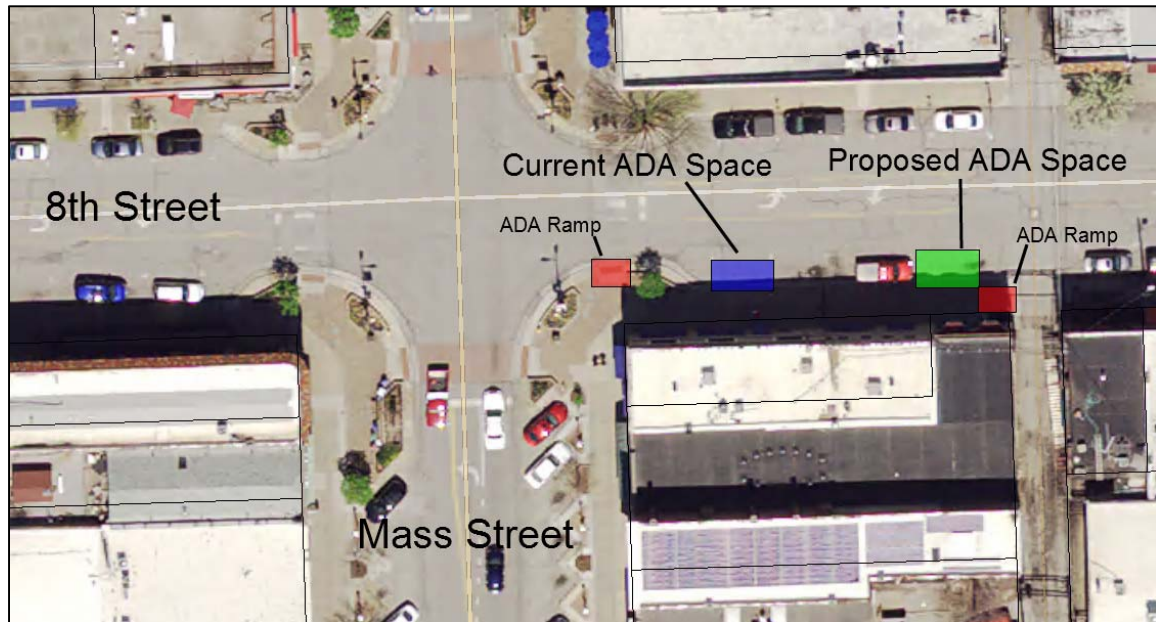
#### **Background**

The downtown branch of Lawrence Bank is currently located at 100 East 9<sup>th</sup> Street, which is part of the 9<sup>th</sup> and New Hampshire North Redevelopment Project. Due to the upcoming start of construction at the North Project, Lawrence Bank needs to temporarily relocate its downtown branch. The bank is relocating at 800 Massachusetts Street with plans to open at the beginning of September and operate at that location for 18 to 24 months. Upon completion of the 9<sup>th</sup> and New Hampshire North Redevelopment Project, Lawrence Bank plans to return to 9<sup>th</sup> and New Hampshire.

To facilitate the bank's temporary relocation to 800 Massachusetts, it requested exclusive use of two public parking spaces. The request will enable the bank to maintain drive-thru banking services which are currently offered at its 9<sup>th</sup> and New Hampshire location. The two parking spaces requested for the bank's use are located on the south side of 8<sup>th</sup> Street, immediately east of Massachusetts Street. The bank offered to pay \$192 per year per space, the equivalent price of the City's 10 hour parking pass. Additionally, the bank requested permission to construct a temporary canopy which will cover the two parking spaces. Upon completion of the redevelopment project and the bank's return to 9<sup>th</sup> and New Hampshire, the canopy will be removed by the bank and the parking spaces will return to their original public use. Please refer to the attached letter and map submitted by Paul Werner Architects on behalf of Lawrence Bank for an illustration of the request.

To accommodate the bank's request, the handicap accessible space located immediately east of Massachusetts Street will need to be temporarily relocated. The bank suggests designating the parking space immediately west of the alley as an accessible space during the bank's occupancy of 800 Massachusetts. An existing ADA ramp connects the sidewalk to the alley. Please refer to the "Accessibility Map" below for an illustration of the requested temporary relocation of the handicap accessible space.

## Accessibility Map



### **Staff Recommendation**

Staff recommends granting Lawrence Bank's request to lease two parking spaces for up to 24 months and to authorize the bank to construct a temporary canopy to cover the spaces. The bank's exclusive use of the two parking spaces should be limited to its business hours which are 8:00 AM – 6:00 PM Monday – Friday and 8:00 AM – 12:00 PM Saturday. The agreement should be contingent on the developer proceeding with the 9<sup>th</sup> and New Hampshire North Redevelopment Project. To accommodate the request, staff recommends temporarily relocating the existing handicap accessible parking space by designating the parking space immediately west of the alley as handicap accessible. City staff will ensure that the ramp is in satisfactory condition.

### **Action**

If appropriate, direct the City Manager to enter a right of way license agreement with Lawrence Bank and adopt Ordinance No.9035, amending the City's schedule of no parking zones.

### **Attachments**

Letter and map submitted by Paul Werner Architects on behalf of Lawrence Bank

June 17, 2014

City of Lawrence  
David Corliss  
City Manager  
6 East 6<sup>th</sup> Street  
Lawrence, Kansas 66044

Re: Parking Spaces – 8<sup>th</sup> Street and Massachusetts

Dear Mr. Corliss,

Mr. Corliss, please distribute this to the appropriate departments.

We are contacting you on behalf of our client, Lawrence Bank. We would like to inquire about renting two parking spaces on the south side of 8<sup>th</sup> street, just east of Massachusetts. We would also like to provide a canopy to aid the bank in serving their customers (see attachment). This will require the handicap parking space to be temporarily moved to the east, next to the alley.

We are requesting these parking spaces, due to Lawrence Bank having to relocate their facility from 9<sup>th</sup> and New Hampshire during the redevelopment of their current location. By moving to the vacant space at 800 Massachusetts, they will be losing drive-thru access for their customers. By being able to rent the two parking spaces and provide a canopy, Lawrence Bank will be able to provide access for their customers similar to what they experience today.

We are proposing a fee of \$192 per year, per parking space.

Please let us know who to discuss this with in detail.

Sincerely,



Paul Werner



PROPOSED CANOPY OVER TWO SPACES



MASSACHUSETTS STREET

8TH STREET

LAWRENCE BANK

LAWRENCE BANK

