



City of Lawrence

PLANNING & DEVELOPMENT SERVICES

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October 13, 2014

Property Owner
Address
City, State, Zip

RE: Property Address – Occupancy Limits effective August 1, 2015.

Dear Property Owner,

On April 2, 2013, the City Commission adopted Ordinance No. 8853 that amended Section 20-601(d) (Occupancy Limits) of the City's *Land Development Code*, with an effective date of August 1, 2015. The amendments reduce the number of un-related persons allowed to reside together in detached dwelling units (single-family type structures) from four (4) to three (3) in certain zoning districts that currently permit up to 4 unrelated persons to reside together.

Specifically, zoning districts affected by the amendments include: "RSO" (Single Dwelling-Office); "RMO" (Multi -Dwelling-Office); "PUD" (Planned Unit Development); "PRD" (Planned Residential Development); "PCD" (Planned Commercial Development); "PID" (Planned Industrial Development); "POD" (Planned Office District); "H" (Hospital); and Commercial and Industrial districts. You are receiving this letter because records indicate that you own one or more detached dwelling units located in one of the affected zoning districts.

To comply with the *Land Development Code* by August 1, 2015, the occupancy of your detached dwelling unit must be (1) a family unit that is related by blood, marriage or adoption or (2) a group of no more than three (3) un-related persons.

The established occupancy limits of no more than three (3) un-related persons for dwelling units located in RS (Single-Dwelling) zoned districts and no more than four (4) un-related persons in RM (Multi-Dwelling) zoned districts were unaffected by the amendments, and remain in place. Also, the amendments affecting the above-listed zoning districts do not apply to multi-dwelling structures within those districts such as duplexes, triplexes and apartment complexes. The enclosed Section 20-601(d) of the *Land Development Code* provides the occupancy limits for all of the zoning districts.

Our office is providing this information in order to give you ample time to market your detached dwelling unit, if it is a rental property, in accordance with the new occupancy limit of no more than three (3) unrelated persons residing together, for the upcoming lease cycle in 2015-2016. In addition, it is important to advise you that owner occupied detached dwellings within the above-identified zoning districts must also comply with the occupancy limits.

Please do not hesitate to contact our office if you have questions regarding this matter. You may reach Brian Jimenez, Code Enforcement Manager, at bjimenez@lawrenceks.org or at 785-832-3111.

Cordially,

Scott McCullough
Planning and Development Services Director

Enclosed: Occupancy Table – Section 20-601(d)