

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, DECEMBER 14, 2016

3:00 p.m.

-Executive Session for the purpose of consultation with legal counsel for the County regarding pending litigation, which would be deemed privileged under the attorney client relationship.

4:00 p.m.

-Proclamation declaring January 2017 as "Human Trafficking Awareness Month." (Kristen Tebow)

-Recognize Bryce Hirschman for receiving the KAM Outstanding Mapping Project Award

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Consider approval of Class "B" Club License for Little Reno, Inc. DBA Paradise Saloon (Clerk's Office);
- (c) Consent Agenda approval of agreement to treat noxious weeds for KDOT (Keith Browning);
- (d) Consider approval of HCC's 2017 grant program materials (Jan Shupert-Arick);
- (e) **CUP-16-00425**: Consider a Conditional Use Permit for a motor home storage facility at Jellystone, located at 1473 Hwy 40. Submitted by Allen Belot, for Ralph E. and Kimberly K. Newell, property owners of record. (Sandra Day is the Planner);
- (f) Joint Ordinance No. 9318/County Resolution for changes to the joint city/county subdivision regulations in the city of Lawrence Land Development Code, Chapter 20, Article 8 and the Douglas County Code, Chapter 11, Article 1 to allow Accessory Dwelling Units on property divided through a Certificate of Survey in the unincorporated portion of the county. The text amendment, TA-15-00461, was approved by the City Commission on August 2, 2016 and the joint ordinance/resolution adopted on second reading on August 9, 2016. Ordinance No. 9318 repeals the previously adopted ordinance and provides an updated effective date. (Mary Miller is the Planner.); and
- (g) Consider contract for HVAC upgrade at the United Way of Douglas County (Jackie Waggoner)

REGULAR AGENDA

- (2) Presentation from Kansas Wildlife and Parks regarding Clinton Park Development Project (Linda Craghead)
- (3) (a) Consider approval of Accounts Payable (if necessary)
- (b) Appointments
- Board of Construction Codes Appeals (1) position 12/15**
- Planning Commission (1) position to fill unexpired term**
- MPO Bicycle Advisory Committee0 (2) positions**
- (c) Public Comment
- (d) Miscellaneous
- (4) Adjourn

FRIDAY, DECEMBER 16, 2016

-3:00-5:00 p.m.(Tentative) Ribbon Cutting for Fairgrounds at Meeting Hall

WEDNESDAY, DECEMBER 21, 2016

4:00 p.m.

-Consider approval of amended 2016 budget (Cammy Owens)

-Bid openings for Consider awarding contract for Douglas County Project no. 2015-68, replacement of Bridge No. 00.64-05.50 (Keith Browning)

-Update on ERP project (Marni Penrod)

WEDNESDAY, DECEMBER 28, 2016

WEDNESDAY, JANUARY 4, 2017

3:00 p.m. Recognition of Service for Commissioner Jim Flory; 4:00 p.m. County Comm Meeting

MONDAY, JANUARY 9, 2017

9:00 a.m. – Swearing in of elected County Commissioners

WEDNESDAY, JANUARY 11, 2017

-Appointment of positions.

WEDNESDAY, JANUARY 18, 2017 – (Light or cancelled)

WEDNESDAY, JANUARY 25, 2017

Note: The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:00 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.



PROCLAMATION

HUMAN TRAFFICKING AWARENESS MONTH IN DOUGLAS COUNTY JANUARY 2017

WHEREAS, human trafficking, a modern form of slavery, is one of the largest and fastest-growing criminal industries in the world. It is based on recruiting, harboring and transporting people for the purpose of exploitation; and

WHEREAS, millions of men, women, and children around the globe, including here in Lawrence, are subject to modern-day slavery: the cruel, inhumane practice of human trafficking; and

WHEREAS, sex trafficking and labor trafficking occur in Kansas and both adults and children of any gender, socio-economic status, age, race, sexual orientation, or geographic location can become victimized; and

WHEREAS, human trafficking includes sexual, verbal, emotional, economic, and physical abuse and exploitation, and all forms of abuse carry long-term complex trauma implications; and

WHEREAS, Kansas human trafficking laws define commercial exploitation of children, which does not require a showing of force, fraud, threat or coercion and references the existing statutory definition of human trafficking and aggravated human trafficking; and

WHEREAS, the effects of human trafficking reach far beyond its victims and perpetrators, causing disruption in our schools, places of work, and neighborhoods; and

NOW, THEREFORE, the Board of County Commissioners of Lawrence, Kansas, proclaims the month of January 2017 as

HUMAN TRAFFICKING AWARENESS MONTH

and urges all its citizens to speak out against sex and labor trafficking and exploitation, to support survivors of these heinous crimes, to encourage community leaders to hold offenders accountable, and to make preventable efforts a priority by hosting events, by creating policies at work, school, and home, and by supporting and participating in programs designed to reduce and eventually eliminate human trafficking as a societal problem

ADOPTED this 14th day of December 2016.

**BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY, KANSAS**

Jim Flory, Chairman

Mike Gaughan

Nancy Thellman



JAMIE SHEW
DOUGLAS COUNTY CLERK
1100 Massachusetts
Lawrence, KS 66044

Marni Penrod-Chief Deputy Clerk
Heather Dill-Deputy Clerk Elections

2017

DOUGLAS COUNTY KANSAS OCCUPATIONAL LICENSE APPLICATION

DATE: 11-13-16

APPLICANT: Paradise Saloon

APPLICANT'S REPRESENTATIVE: Zachary Snyder

BUSINESS ADDRESS: 1697 Highway 40, Lawrence, KS 66044

STATE LIQUOR LICENSE NUMBER: 09-016-0134-00

BUSINESS PHONE: 785-843-9601

DOUGLAS COUNTY USE LOCATION: Same as above

Zach Snyder

APPLICANT'S SIGNATURE

COUNTY FEE: \$150.00 COUNTY LICENSE NUMBER 1

DATE ISSUED _____

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

Fee: \$ 150.00 (original)

LICENSE TAX NO. 1

2017

TO WHOM IT MAY CONCERN:

Occupational License is hereby granted to **Little Reno, Inc DBA Paradise Saloon**

of CLASS "B" CLUB LICENSE NO. 09-016-0134-00 for the year beginning **January 1, 2017**
at **1697 Highway 40, PO Box 442082, LAWRENCE, KS 66044** in the Township of **GRANT** in **DOUGLAS**
COUNTY, KANSAS

Same having been approved by the governing body of said County as provided by the Laws of Kansas, K.S.A.41-2622,
and the regulations of the Board of County Commissioners

This License will expire **DECEMBER 31, 2017** unless sooner revoked, is not transferable, nor will
any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of DOUGLAS County, Kansas

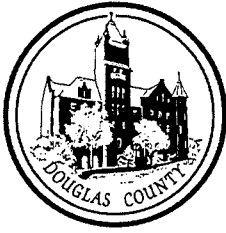
(Seal)

this **14th** day of **December, 2016.**

Attest: _____

County Clerk

Chairman



DOUGLAS COUNTY PUBLIC WORKS

3755 E. 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglascountyks.org
www.douglascountyks.org

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer *KAB*

Date : December 2, 2016

Re : Consent Agenda approval of agreement to treat noxious weeds for KDOT

Attached is a proposed agreement between Douglas County and KDOT for the treatment of noxious weeds on state road rights-of-way in 2017. Under terms of the agreement, Douglas County treats noxious weeds and invoices KDOT for the wholesale cost of chemicals, plus labor (including fringe benefits) and equipment hourly costs as shown in the agreement.

This department has treated noxious weeds on state rights-of-way for the past several years under a similar agreement. We feel this ensures proper treatment of noxious weeds and aids the overall effort to control noxious weeds throughout the county. We took into account treatment of noxious weeds on state rights-of-way during preparation and approval of the 2017 Noxious Weed budget within the General Fund.

Action Required: Consent Agenda approval of agreement with KDOT for the treatment of noxious weeds on state highway rights-of-way in 2017. The BOCC chair should sign the agreement.

**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF MAINTENANCE**

COUNTY AGREEMENT TO TREAT NOXIOUS WEEDS

This agreement made and entered into this _____ day of _____, 20____, by and between the Board of County Commissioners of _____ County, hereinafter referred to as County, and the Kansas Secretary of Transportation, hereinafter referred to as Secretary. The Kansas Department of Transportation hereinafter is referred to as KDOT.

WHEREAS, The Kansas Legislature has declared certain weeds to be Noxious Weeds (see Kansas Noxious Weed Law), and

WHEREAS, The County desires to treat noxious weed infested areas on State Highway Rights-of-Way within said County and the KDOT desires to retain the County to spray and treat such areas, and

WHEREAS, The Secretary and County agree to enter into a performance agreement, where in the County shall treat all noxious weeds on State Highway rights-of-way in the County. A condition of the fulfillment of the agreement requires that treatment by the County will provide a satisfactory control of the noxious weeds. Satisfactory performance is defined as preventing the production of viable seed and/or destroying the plant's ability to reproduce by vegetative means.

NOW, THEREFORE, in consideration of the premises, the parties hereto agree as follows:

1. The county will notify the KDOT District Engineer or the authorized representative, prior to each treatment on highway right-of-way, of the scheduled time and location of such treatment.
2. The County spraying operation may include a dye in the chemical mixture to allow easy identification of areas treated.
3. A representative of the KDOT shall make periodic field inspections to check treated areas. A field log and record will be maintained by the KDOT indicating dates treated and inspected, location and size of areas, type of noxious weeds, apparent affect of treatment and other pertinent comments. Approval by the KDOT representative shall be required before the County will be paid for treatment.
4. **Schedule of Cost:** The County shall provide all chemicals (includes herbicides, surfactants and drift control materials as required), dye, labor and equipment to treat noxious weeds. Chemicals and dye are to be provided at the County's cost. Labor and equipment costs are as follows:

LABOR COST	COST	*EQUIPMENT RENTAL TYPE AND SIZE
<u>32.93</u> /hr. operator	<u>29.75</u> /hr.	<u>1 1/2 Ton Pickup</u>
		<u>w/ spray rig (300 gallon)</u>
<u>24.73</u> /hr. operator	<u>29.75</u> /hr.	<u>1 1/2 Ton Pickup</u>
		<u>w/ spray rig (300 gallon)</u>

*Spraying equipment will have cab mounted flashing (or rotating) safety lights

5. **Billing and Payment:** The County shall submit to the KDOT District Engineer an itemized bill for wholesale cost of chemicals and dye furnished, plus actual cost of treating noxious weeds based on equipment rental and labor costs for areas of satisfactory performance. Upon receipt of proper billing and final approval, payment for treating noxious weeds will be made to the County by the KDOT.
6. **Record of Work:** The County representative doing the work shall:

Record size, location and type of noxious weed areas treated.
Record amount and kind of chemicals applied on each area.
Record dates chemicals were applied.
Maintain Report of Noxious Weed Treatment DOT FORM NO. 322-A, which shall be submitted to the KDOT within 1 to 2 weeks after treatment.
Maintain records until all claims are paid, but in no case less than the three year statutory time.
Make all records available for KDOT audit, when so requested by KDOT.

7. Chemicals, approved for use on highway right-of-way are listed below.

<u>CHEMICAL</u>	<u>TRADE NAME</u>	<u>RATE OF APPLICATION (metric)</u>
2, 4-D (amine or ester) (a)	numerous	1 to 2 lb. Equiv./acre (1.1 to 2.2 kg/ha)
Glyphosate (b)	numerous	1 1/2 lb. Equiv./acre (1.7 kg/ha)
MSMA	numerous	3 to 5 lb. Equiv./acre (3.8 to 5.6 kg/ha)
Sulfometuron (c)	Oust	3 to 6 ounces/acre (.21 to .42 kg/ha)
Picloram	Tordon	rate depends upon weed species
Chlorsulfuron	Telar	1/2 to 1 oz./acre (0.035 to 0.070 kg/ha)
Imazapyr	Arsenal/Habitat	1/4 lb. Active/acre (0.28 kg/ha)
Metsulfuron Methyl	Escort	rate depends upon weed species
Triclopyr (d)	Garlon	1/4 to 1/2 lb./acre (0.28 to 0.56 kg/ha)
Fluizafop P butyl + Fenoxiprop	Fusion	7 to 9 fl. oz. per acre (83.8 to 107.75 ml/ha)
Imazapic (e)	Plateau	rate depends upon weed species
Quinclorac (f)	Paramount/Drive	rate depends upon weed species and desirable grass species
Sulfosulfuron (g)	Outrider	rate depends upon desirable grass species
Aminopyralid (h)	Milestone	rate depends upon weed species

- (a) May be used alone or in combination with other herbicides
(b) (Round-up)
(c) Spot treatment only
(d) Sericea lespedeza
(e) Do not use where cool season grasses are the desired species
(f) Fall bindweed control
(g) Do not use for more than 3 consecutive seasons
(h) Musk, bull and Canada thistle

There may be other trade names for the herbicides listed.

8. Chemicals shall be mixed and applied as recommended by the manufacturer and in accordance with approved methods contained in the "Official Regulations" issued by the Kansas Department of Agriculture.
9. The County agrees to provide this service in a workmanlike manner, to be in strict conformance with the instructions for handling and applying noxious weed chemicals and to be responsible for any negligent acts or omissions that may occur in the performance thereof.
10. This agreement shall terminate December 31st of this year, except records shall be maintained in accordance with Section Six above. Termination may be sooner by a ten day written notice from either party to the other. It is agreed further that this contract can be renewed for three consecutive years at the option of the Secretary upon a 30-day written notice to the contractor prior to December 31st of the current year. The contractor and the Secretary agree that all terms of the renewal will remain the same unless either party determines that the price of the chemicals should be re-negotiated.

This agreement is officially adopted by the Board of County Commissioners and recorded in the official records of the proceedings of said Board.

In witness whereof the parties have caused this Agreement to be executed by their duly authorized officers or representatives.

SECRETARY OF TRANSPORTATION

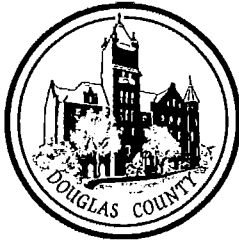
THE BOARD OF COUNTY COMMISSIONERS

BY

District Engineer

BY

Title:



DOUGLAS COUNTY COMMISSIONERS

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5268 Fax (785) 832-5148
www.douglas-county.com

MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

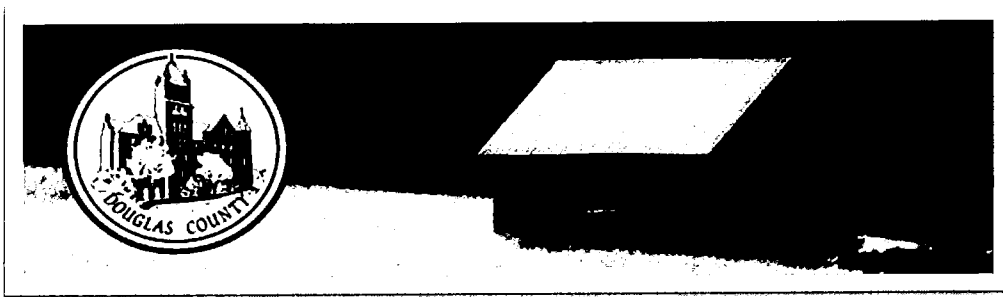
FROM: Jan Shupert-Arick, Program Coordinator, Heritage
Conservation Council

SUBJECT: **Approval of 2017 Heritage Conservation Council's Natural
& Cultural Heritage Grant Program Materials**

DATE: December 8, 2016

The 2017 Douglas County Natural & Cultural Heritage Grant Program materials are attached for your review. The materials are basically the same as the 2016 documents with the following exceptions:

- 1) The application includes a revised budget form.
- 2) Grant information workshops will be held at the following locations:
 - a) Lawrence Public Library on January 18, 2017
 - b) Baldwin City Public Library on January 25, 2017
- 3) Grant materials will be released on January 12, 2017. Grant applications will be due on March 15, 2017.



Douglas County Natural & Cultural Heritage Grant Program 2017 Grant Application Guidelines

I. OVERVIEW

Purpose

The Douglas County Commission has authorized grants funds of approximately \$225,000 in the 2017 County budget to assist with the development and creation of natural and cultural heritage conservation projects. This is part of an ongoing effort to secure the benefits of our heritage for present and future generations.

In 2011, the Commission adopted the recommendations of the *Natural & Cultural Heritage Task Force Final Report* that a majority of grant amounts, funded by tax dollars should be used for one substantial project each year. These major projects over time would be a visible testament to the ongoing value of the County's significant conservation accomplishments. The remainder of the funds would be directed to target projects that meet smaller and equally important projects of local organizations and qualified individuals working to conserve our heritage.

Major Grants - \$90,000-\$124,000

A major grant project can receive up to 55% of the total allocated funds. A major grant proposal is defined as a proposal requesting at least \$90,000 and no more than \$124,000. Grant projects falling in this category should be large enough to have a major impact on the conservation of our natural and cultural resources. These grants are competitive and not every proposal will be funded.

Target Grants – Up to \$89,999

A series of target grant projects can receive up to 30% of allocated funds. Target grant proposals are equally important for conserving Douglas County natural and cultural heritage and applicants may request at most \$89,999. These grants are competitive and not every proposal will be funded.

Grant Period

FY2017 grants should be completed within a 24 month period from the project start date. The start date cannot begin until after grant awards are announced.

Reimbursable Grant Program

Except for grants in the amount of \$5,000 or less, the grant program should be treated as a reimbursement grant. The grant recipient shall pay, in full, all costs of the project as they become due and payable. Progress payments or monthly billings for a percentage of the completed project are not reimbursable under the program. This provision should be taken into consideration when calculating the cash flow for the project and itemizing the budget.

Grant Timeline

Grant Application Materials Released	January 12, 2017
Grant Information Sessions (potential applicants)	January 18 & January 25, 2017
Deadline for required meeting with HCC Program Coordinator	Feb. 28, 2017
Application Deadline	March 15, 2017 at 5 pm
Applicant Presentations	March 23, 2017 & March 30, 2017
HCC Grant Evaluation Open Sessions	April 13, 2017 & April 20, 2017
HCC Recommendation to County Commissioners	Scheduled for May 10, 2017

Contact Information:

For questions about the Natural & Cultural Heritage Grant Program, contact the HCC Program Coordinator, Jan Shupert-Arick at jshupertarick@douglas-county.com or 785-330-2878.

II. ELIGIBILITY

Who May Apply?

Non-profit organizations, universities, K-12 schools, libraries, for profit businesses, or any unit of local government within Douglas County, Kansas. Individuals, families, businesses, or out-of-county organizations, or units of government outside of Douglas County must have a Douglas county partner (as listed above) to apply.

Form 990: All 501(c)(3) applicants must be in current good standing with the IRS regarding their Form 990 filing requirements. **A copy of the organization's most recent Form 990 must be submitted as part of the grant application.**

For projects on properties or structures the applicant must hold title to the property or demonstrate full consent of the property owner.

Individuals or organizations with an open or completed Douglas County Natural and Cultural Heritage grant from 2011 through 2016 may apply for 2017 grant funds.

Applicants may apply for multiple grants to support separate projects.

Project Geographic Location

Grant projects must occur in Douglas County, Kansas.

Project Categories

To be eligible for funding, projects must fall into at least one of the following categories:

1. Historic Structures
2. Prairie; woodlands, waterways; habitat restoration/preservation
3. Agriculture (working farms, heritage farms; high quality agricultural soils)
4. Freedom's Frontier National Heritage Area themes: Civil War & pre-Civil War heritage; Settlement stories; Enduring struggle for freedom
5. Pre-settlement history

III. APPLICATION PROCEDURE

Grant application forms are available at http://www.douglas-county.com/depts/ad/hcc/ad_hcc.aspx or obtained by contacting the HCC Program Coordinator, Jan Shupert-Arick at jshupertarick@douglas-county.com or 785-330-2878.

Complete all questions contained in the grant application and submit **one original signed application, one set of original support materials (if applicable), and seven additional copies of all materials** to the Douglas County Heritage Conservation Council, Douglas County Courthouse, Administrative Services 3rd Floor Loft Area, 1100 Massachusetts Street, Lawrence, KS 66046. The Courthouse is open Monday-Friday 8:00 am until 5:00 pm.

Applications which are mailed to the above address must be postmarked by Wednesday, March 15, 2017. Hand delivered applications must be received by 5:00 pm, Wednesday, March 15, 2017. Late applications will not be accepted.

We encourage applicants to submit thorough and concise grant applications with detailed budgets.

Grant applications are subject to the Kansas Open Records Act (KORA). Please see the County website for the KORA policy and procedures.

IV. APPLICATION EVALUATION & SELECTION

Evaluation Process

Applications will be reviewed for completeness by the HCC Program Coordinator. After the application deadline closes, the Program Coordinator will provide application materials to each member of the HCC for evaluation using the grant evaluation criteria (see below).

Grant applicants submitting a Major grant application will be required to make a presentation regarding their proposal to the HCC. Applicants submitting a Target grant application will be given the opportunity to answer questions from members of the HCC about their application.

The HCC will forward its grant award recommendations to the Board of County Commissioners. The Board of County Commissioners will make all final funding decisions.

Competitive Evaluation Criteria

The Natural & Cultural Heritage Task Force Final Report concluded that grant applications should be evaluated according to the impact the proposed project would have on conserving our county's heritage. Therefore, as outlined in the *Task Force Final Report* and modified by the Board of County Commissioner on October 15, 2014, grants are evaluated by the Heritage Conservation Council based on the following criteria:

i) Highest Criteria (more heavily weighted in evaluation)

1. **Conservation and Preservation of Natural and Cultural Resources:** The project provides substantial benefit to the conservation and preservation of natural and cultural resources.
2. **Matching Resources:** Refers to the presence and extent of additional resources dedicated to the project activities (i.e. in-kind contributions, additional grant funding, cash on hand, loans, project partnerships or volunteer labor).
3. **Sustainability:** Refers to the long-term maintenance of a project. (i.e. What steps will be taken in the future to ensure the preservation of the project?)

ii) Remaining Criteria (all of equal importance)

4. **Overall Quality of Application:** Takes into consideration the grant application's completeness, clarity, thoroughness as well as the overall thoughtfulness of the grant project (i.e. is the budget thorough and reflective of the project activities? Did the applicant fully answer each application question?)
5. **Urgency:** Refers to both the nature and extent of preservation threat.

6. **Community Impact:** Refers to how the project contributes to maintaining or enhancing Douglas County's heritage for public benefit. This may include public educational benefit and/or economic impact, including an emphasis on proposed projects using Douglas County procured materials, supplies, and labor whenever feasible.
7. **Connectivity:** Refers to how strongly the project connects to physical sites and interpretive stories, as well as demonstrating a collaborative effort between agencies or organizations.
8. **Educational/Interpretative Value:** Refers to opportunities for the public to acquire educational benefit (i.e. Is there evidence of educational programs, educational partnerships, exhibits and/or publications?).
9. **Public Access:** Refers to whether the project includes opportunity for the public to experience or have contact with the project, including direct physical (on-site) access or virtual access (films, books or digital media).
If no public access will be allowed, what is the justification for this project?
10. **Budget:** Refers directly to how reasonable the costs associated with grant project activities outlined in the budget appear. (Do the cost estimates appear valid based on known costs? Are all project costs accounted for? Are bids included in the application?)
11. **Feasibility:** Refers to how realistic the proposed project is and the capacity of the applicant to finish the project. Considerations include the project description, timeframe, projected costs, and having the necessary regulatory approvals or those yet to be secured, such as zoning approvals and land use rights. Is there evidence that the individual or organization has the capacity to accomplish the project? If the project requires expertise the organization does not have, how will that expertise be supplemented?
12. **Designated Structures, Districts and Landscape:** Such listing and designations include National, State or Local Register of Historic Places for structures and districts; landscapes with national or state recognition and designated as conservation areas; wilderness areas; and historic or scenic trails.

V. TERMS & CONDITIONS

Awarded grant applicants must sign a project agreement with Douglas County. It is recommended that all potential grant applicants read the project agreement prior to submitting a grant application available at http://www.douglas-county.com/depts/ad/hcc/ad_hcc.aspx. In some instances, conditions specific to the awarding of particular grant may be added to the project agreement. Grants may be partially funded.

All awarded grant applicants shall submit a final report as outlined in the project agreement. Awarded grants in the amount over \$5,000 will also submit an interim grant report. Grant recipients of \$50,000 or more must submit quarterly progress reports (not tied to

reimbursement) for projects with a duration period of more than six months. These report documents are available at http://www.douglas-county.com/depts/ad/hcc/ad_hcc.aspx.

An awarded target grant project less than or equal to \$5,000 will receive a check from Douglas County for the entire award amount upon full execution of the project agreement. Target grant projects greater than \$5,000 and Major grant projects will receive initial payment for 30% of the project work upon full execution of the performance agreement. Remaining grant funds will be distributed based upon receipt and approval by the Heritage Conservation Council of the interim and final reports (see project agreement for details). **All grantees will be required to submit a final report. Failure to submit a report disqualifies grantee from applying for future grants until Final Report is submitted.**

VI. PROFESSIONAL STANDARDS GUIDELINES FOR APPLICANTS

If the core of the grant project is historic preservation, the project must be carried out in compliance with the U.S. Secretary of the Interior Standards for such projects and other applicable codes and regulations at the federal, state and local levels. Please see link below.

Secretary of the Interior Standards for Rehabilitating, Restoring, and Reconstructing Historic Buildings: http://www.nps.gov/history/local-law/arch_stnds_8_2.htm

Grant projects not focused on historic preservation should follow best practices relevant to the project's particular field. Examples of sources pertaining to best practice standards include:

Kansas State Historical Society information about the Register of Historic Kansas Places:
<http://www.kshs.org/p/national-and-state-registers/14635>

Kansas Historical Preservation Officer (SHPO) - Kansas Historical Society
http://www.kshs.org/portal_shpo

National Resources Conservation Service Practice Standards:
<http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/technical/alphabetical/ncps>

Kansas Farm Service Agency:
<http://www.fsa.usda.gov/FSA/stateoffapp?mystate=ks&area=home&subject=landing&topic=landing>

USDA Farm Service Agency Conservation Reserve Program Conservation Practices:
http://www.fsa.usda.gov/Internet/FSA_File/appendixb.pdf

Society for American Archaeology Law & Ethics
http://www.saa.org/publicftp/PUBLIC/resources/law_ethics.html

American Association of Museums Best Practices and Code of Ethics:
<http://www.aam-us.org/aboutmuseums/standards/stbp.cfm>

Oral History Standards: <http://www.oralhistory.org/?s=Standards>

VII. GRANT APPLICATION ASSISTANCE

The following assistance is available to applicants:

- The HCC will provide two grant information sessions as follows:

Wednesday, January 18, 2017 at 3:30 pm at the Lawrence Public Library and on
Wednesday, January 25, 2017 at 3:30 at the Baldwin City Public Library.
- Individual appointments must be held with the Heritage Conservation Program Coordinator prior to February 28, 2017 to discuss potential grant projects and applications.

HCC Grant Program Contact Information

For questions about the Natural & Cultural Heritage Grant Program,
contact the HCC Program Coordinator, Jan Shupert-Arick,
at jshupertarick@douglas-county.com or 785-330-2878.



Douglas County Natural & Cultural Heritage Grant Program 2017 Grant Application

Application Deadline: Tuesday March 15, 2017

- ☐ **Applications must be postmarked or hand delivered by March 15, 2017.** Hand delivered applications must be received by 5:00 p.m., **March 15, 2017** at the Douglas County Courthouse Heritage Conservation Office. Late applications will not be accepted.
- ☐ **Answer all questions. Do not use smaller than 11 point font.**
- ☐ Signature of the Authorized Official is required if an organization is submitting the grant application.
- ☐ **Submit 1 original signed application, 1 set of original support materials (if applicable) and 7 additional copies of all materials.** Staple or paperclip application materials. Do not include binders, folders and/or plastic sleeves. If possible, submit one electronic copy of the application and support materials on a thumb drive or CD.
- ☐ Please refer to grant guidelines for more information about completing this application and requirements for applicants.
- ☐ **Individual appointments must be held with HCC Program Coordinator on or before Monday, February 28, 2017.**
- ☐ Non-profit organizations must have proof of 990 and be in good standing with the IRS and related filings. (Submit 1 copy of the 990 with original application.)

1. Project Applicant (Provide 2 contacts for this application.)

Applicant Name (and all partners if applicable):

Authorized Official or Officials:

Title:

Project Director's Name:

Title:

Official Grant Project Address:

City:

Zip:

Project Director's Email:	Project Director's Phone:
Secondary Contact's Name:	Title:
Secondary Contact's Email:	Secondary Contact's Phone:
Address:	
City:	Zip:
2. Project Summary	

a) Type of Grant (Check One)

☐ Major Grant ($\geq \$90,000$ and no more than \$124,000)

☐ Target Grant ($\leq \$89,999$)

b) Project Title:

c) Address of project (please include Township name):

d) Name of individuals/organizations that own the property:

e) Contact information for those individuals:

f) For organizations with board of directors or other oversight group, attach a complete list of members, including brief resumes, and contact information (email address, street address, and phone number).

f) Project Summary (200 words maximum):

g) Total Project Budget: \$_____

h) Amount of Grant Funds Requested from Douglas County: \$_____

i) Scope of Project: (Please check all that apply)

☐ Historic structures

☐ Prairie, woodlands, waterways, habitat restoration/preservation

☐ Agriculture; working farms; heritage farms

☐ Freedom's Frontier themes (Civil War and pre-Civil War heritage; Settlement stories before and after Civil War; Enduring struggle for freedom)

☐ Pre-settlement history

3. Project Description

a) Specifically explain the proposed project, including any regulations, guidelines, or best practices that will be followed. What do you plan to do? When? How? Please include separately any supporting materials such as photos, plans, drawings, illustrations, building condition reports, building inspections, and copies of regulatory approvals, if applicable, that are related to the proposed project.

b) Describe the natural and cultural heritage significance of the project, structure, and or property.

c) Describe the urgency of the project.

d) If applicable, describe the condition of the property and include photos.

e) Provide an expected timeline for completion of this project.

4. Community Impact

a) Describe how the project provides a substantial benefit to the conservation of Douglas County's natural and cultural resources.

b) How will this project connect the physical sites and interpretative stories of Douglas County?

c) Please describe the public benefit derived from this project.

i.) Will the project incorporate any educational programs?

☐

Yes

☐

No

Please explain your response above.

ii.) Will you allow public access to the facility/property?

☐

Yes

☐

No

Please explain your response above.

5. Project Costs

a) Provide an estimated budget for this project using the budget template provided with this application. Include explanatory and clarifying information (a budget narrative) below the budget form in the space provided. For estimates over \$20,000, explain how cost estimates were determined.

b) How will the project be sustained once the project is completed? For instance, how will on-going maintenance costs be financed?

c) Explain if there are any other resources you intend to use in order to complete this project. This may include other sources of funding, loans, or in-kind contributions.

6. Signature(s)		
Signature	Printed Name	Date
Signature (if necessary)	Printed Name	Date
Signature (if necessary)	Printed Name	Date

Mail or Deliver the Original Application Packet and 7 Copies to:

Douglas County Heritage Conservation Council

Attention: Jan Shupert-Arick

Douglas County Courthouse, Administrative Services

1100 Massachusetts Street, Third Level Loft Area

Lawrence, KS 66046-3064

Staff Contact: For questions about the Natural & Cultural Heritage Grant Program, contact the HCC Program Coordinator, Jan Shupert-Arick at jshupertarick@douglas-county.com or 785-330-2878.

Douglas County Heritage Conservation Council Website

http://www.douglas-county.com/depts/ad/hcc/ad_hcc.aspx Natural and Cultural

2017 Douglas County Natural & Cultural Heritage Grant Program
Grant Budget Form

Project Information

Organization Name:

Project Name:

Date:

Instructions

Please provide a budget that shows revenues (cash & in-kind support) and expenses for your entire project.

Revenues & Expenses

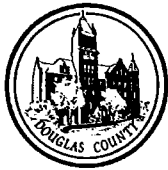
Please list all sources of funds for the project in the cash and in-kind columns and describe funds in your budget narrative.

Please list all expected expenses. Group expenses into categories and explain expenses in your budget narrative.

Project Budget	Total Project Amount	Grant Request	Cash	In-Kind	Sub-Totals
Personnel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultants/Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Marketing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing & Copying	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	% of Project	0%	0%	0%	0%
			Total Applicant Resources:		\$0.00

Budget Narrative – please explain the budget entries above.

1. Personnel
2. Fees and Services
3. Estimates or Bids
4. Travel
5. Marketing Expenses
6. Materials Expenses
7. Operating Expenses
8. Other (Sustainability



Douglas County Heritage Conservation Council

INTERIM REPORT

2017 Natural & Cultural Heritage Grant Program

Please type responses. You may submit the report via email to the Heritage Conservation Council (HCC) Program Coordinator, Jan Shupert-Arick at jshupertarick@douglas-county.com, or submit by mail to: Heritage Conservation Council, Douglas County Courthouse, 1100 Massachusetts Street, 3rd Level Loft Area, Lawrence, KS 66044.

Date of Interim Report:
Grant #:
Grantee:
Contact Person:
Telephone:
Email:

Quarterly reports are required for grant projects awarded \$50,000 or more and which project duration is longer than six months, and when a second disbursement is not being requested. An interim report is required when grant projects awarded over \$5,000 are requesting the second disbursement of funds. The interim report requesting a second disbursement is submitted in lieu of the quarterly report for grants of \$50,000 or more.

In addition to the report questions below, Interim Reports should address in the project narrative the following items (where applicable and if not furnished with the grant application):

- Building permits, zoning permits or other regulatory approvals
- Letter of determination from the State Historic Preservation Officer (SHPO)
- Changes in the make-up of the board of directors or other governing organization.
- Tax credit applications.

Any photographs documenting project work should be included and provided in digital format (preferably in "jpeg" file). Digital photo files may be submitted on a disc or thumb drive. Include grantee name and grant number on all pages and attachments.

Part 1: Project Narrative

1. Describe accomplishments to date. Compare actual accomplishments with goals established for the interim report period. Describe activities or services in both quantitative and qualitative terms.
2. If interim project goals have not been met, explain why, describe what steps have been taken to get the project back on schedule, and discuss the likelihood that the project will be completed by the expiration date of the grant.
3. Report the work that remains to be done.
4. Include other comments, anecdotal information and/or photographs that highlight project achievements or lessons learned in this period.
5. To date, how has Douglas County been acknowledged in this project?

Part II: Financial Information- Use budget form provided.

The grantee is required to provide a full and complete accounting of the use of all grant funds. Itemize and total the budget for the project.

- Include financial information as an income and expenses for the entire project, not just for the Douglas County HCC grant funds.
- List any additional funding you have acquired for this project.
- Include request for bids, copies of received bids, criteria and process used to select the contractor.
- Include copies of In-Kind (Grantee) and/or Donated Services (Volunteers)
- Include invoices with itemized records of eligible expenditures, including the cost of labor and materials.

2017 Douglas County Natural & Cultural Heritage Grant Program

Grant Budget Report

Organization Name: _____

Project Name: _____

Date: _____

Instructions:

Please report expenditures to date and include cash and in-kind contributions.

Project Budget	Total Project Amount	Grant Request	Cash	In-Kind	Sub-Totals
Personnel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultants/Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Marketing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing & Copying	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
% of Project		0%	0%	0%	0%
		Total Applicant Resources:			\$0.00

Part III: Attachments

- Include photographs or illustrations of the project in various stages, if appropriate. These may be submitted on a CD or thumb drive.
- Include representative materials prepared or distributed in relation to the project
- **Include grant acknowledgement to date and any representative media coverage issued or received regarding this project to date.**

REMINDER: The Douglas County Heritage Conservation Council understands that unavoidable changes may occur during a project. If a change occurs in key project personnel (Authorizing Official, Project Director, grant-funded staff, or consultants), or a substantial change is contemplated in the project budget, scope, or schedule as described in the approved application, approval must be requested by the Authorizing Official as outlined in the performance agreement in a separate request to the HCC Program Coordinator and reviewed by the Heritage Conservation Council.

Project Director's Name _____

Project Director's Signature _____ Date _____

Douglas County Heritage Conservation Council
FINAL DESCRIPTIVE REPORT
2017 Natural & Cultural Heritage Grant Program

Submit the completed Final Descriptive Report within 60 days of the grant period end date. Please type your responses. In Part I, describe your project and accomplishments. In Part II, provide project financial information. Include grantee name and grant number on all pages. Submit this report via email to jshupertarick@douglas-county.com or mail or deliver to: Program Coordinator, Heritage Conservation Council, Douglas County Courthouse, 1100 Massachusetts Street, 3rd Level West, Lawrence, KS 66044.

Date:
Grant #:
Grantee:
Contact Person:
Telephone:
Email:
Period of Support:

PART I: Project Narrative

- Provide an overview (150 words or less) that describes the goals of the project, the project design, and to what extent the goals were achieved. This may be used as a project abstract or summary for public information. **In one to two pages, continue your narrative by addressing the following points:**
- Briefly describe the major project activities.
- Who were the key consultants and/or partner organizations, and what was the extent of their involvement?
- Compare the actual accomplishments of the project with the project's goals and objectives as stated in your application and/or performance agreement. What indicator(s) were used to measure outcomes and achievement?
- Describe any significant unanticipated events or circumstances that created delays or obstacles to project success, and summarize lessons learned during the course of the project.
- Beyond the project's direct accomplishments, what was the impact on—or benefit—to your organization, your discipline/field, and/or community?
- Did HCC grant funding help to secure additional support for your project? If so, please describe and also include leveraged funds in the financial report.

- How was Douglas County acknowledged in this project? (Please specify and provide references or copies.)

_____ Signage/Kiosks/Plaques/Other _____

_____ Press Releases/News Stories _____

_____ Websites: _____

_____ Newsletters _____

_____ Video/Media _____

_____ Program Announcements _____

- Outline any activities planned for the future that have been established to continue, maintain, and manage the project.
- In what ways could we improve our service to you?
- Please include here any "human interest" stories or other anecdotal information about your project. You may also include relevant news clippings, brochures, or other evidence of your accomplishments including evidence of your acknowledgment of HCC support as attachments.
- Include representative materials prepared or distributed in relation to the project.
- Include representative media coverage issued or received regarding this program.

Part II: Financial Report

The grantee is required to provide a full and complete accounting of the use of all grant funds. Itemize and total the budget for the project.

- Financial information should include income/expense statement information for the entire project, not just for the grant funds.
- List any additional funding you have acquired for this project.
- Return unspent funds to the Douglas County via the HCC Program Coordinator.
- Provide information on how this grant has helped you leverage additional money from other sources for this project.

Grant Budget Report

Please report all expenditures and include cash and in-kind contributions.

Project Budget	Total Project Amount	Grant Request	Cash	In-Kind	Sub-Totals
Personnel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultants/Professional Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Marketing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing & Copying	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
% of Project		0%	0%	0%	0%
		Total Applicant Resources:			\$0.00

Attachments

• Include 5-10 digital photographs or illustrations of the project in various stages, if appropriate. Submit images on a CD or flash drive or e-mail to jshupertarick@Douglas-County.com. Date, identify location, people, and structures in the photographs. Sign below that you are giving the Douglas County Heritage Council permission in perpetuity to reproduce these photographs on the DCHC website or in reports or in promotional materials for the DCHC Grant Program.

Project Director's Name: _____

Project Director's Signature _____ Date: _____

PLANNING COMMISSION REPORT
Regular Agenda –Public Hearing Item

PC Staff Report
11/16/16

ITEM NO. 1 CONDITIONAL USE PERMIT; JELLYSTONE; 1473 HWY 40 (SLD)

CUP-16-00425: Consider a Conditional Use Permit for a motor home storage facility at Jellystone, located at 1473 Hwy 40. Submitted by Allen Belot, for Ralph E. and Kimberly K. Newell, property owners of record.

STAFF RECOMMENDATION: Staff recommends approval of the Conditional Use Permit for Jellystone Campground *Mini-or Self Storage Facility*, and forwarding it to the Board of County Commissioners with a recommendation for approval based upon the findings of fact in the body of the staff report subject to the following condition:

1. Provision of a light fixture detail to show the amount and direction of illumination and show what measures will be used to screen lighting and prevent glare.

Reason for Request: *"This parcel has been under its current undeveloped use since its inception in 1968. The [owner] wishes to "develop this parcel with a use that is directly compatible with the current campground use directly to the south of this parcel & under the same ownership."*

KEY POINTS

- A portion of the property lies within the 100-year floodplain.
- A County Floodplain Development Permit is required for this project.
- The campground is located in the Lawrence City limits.
- Section 12-319-4.34 *Mini-or Self-Storage Facilities* is permitted in all zoning districts subject to standards and a Conditional Use Permit.
 - *All storage will be kept within an enclosed building, unless a portion is designated for covered (non-enclosed) or exterior vehicle storage. **This area may be used for storage of trucks, automobiles, trailers, boats or RV's.***
- Application includes 140 rental spaces.
- Applicant intends for the use to be restricted to RV's.
- Enclosed and covered spaces are not proposed at this time with this application.
 - Future change that includes construction of an enclosed building or covered spaces will be subject to a revision to the site plan portion of this Conditional Use Permit and approval by the Board of County Commissioners.

ATTACHMENT

- A. CUP Plans
- B. Future Land Use Map

ASSOCIATED CASES

- SP-6-38-11; update to UPR-09-06-03 for addition of portable cabins.
- Annexation of campground property Ordinance No. 4897 (1978).

OTHER ACTION REQUIRED

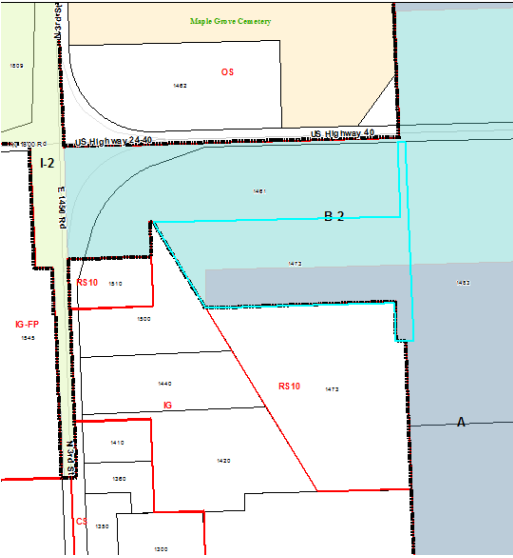
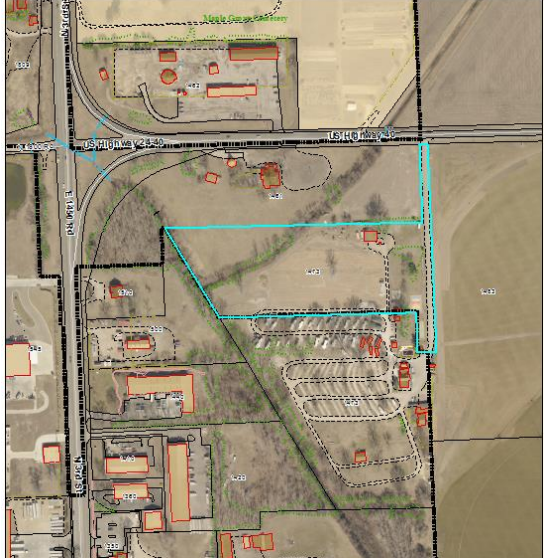
- Approval of the Conditional Use by the Board of County Commissioners.
- Applicant shall obtain a permit for the Conditional Use from the Zoning and Codes Office.

STUDIES REQUIRED

- *Traffic Study* – Not required for project.
- *Downstream Sanitary Sewer Study* – Not required for project.
- *Drainage Study* – Property included in the North Lawrence Drainage Study.
- *Design Standards* – 12-319-4.34 County Zoning Regulations applicable to this use.

PUBLIC COMMENT

None received prior to printing.

GENERAL INFORMATION	
Current Zoning and Land Use:	A (Agricultural) County District and B-2 (General Business) County District; existing barn to remain.
Surrounding Zoning and Land Use: To the north	B-2 (General Business) County District; TeePee Junction
To the east	A (Agricultural) County District and B-2 (General Business) County District; Existing Pine Family Farm - Agricultural
To the south:	RS10 (Single-Dwelling Residential) City District; existing campground. Also to the south; IG (General Industrial) City District; area east of drainage easement is undeveloped.
To the west:	IG (General Industrial) City District; existing industrial uses.
 Figure 1: Existing Zoning  Figure 2: Existing Land Use	

Site Summary	
Gross Area:	7.65 Acres Proposed Storage <i>9.6 Acres Campground</i>
Building:	1,893 SF existing barn to remain
Parking lot:	7,765 SF asphalt parking lot area
Floodplain/floodway:	129,232 SF (2.96 Acres)
Access Road/driveway:	East 820' by 27' (22,140 SF)

City zoning exists to the west and south and County zoning to the north and east. Surrounding uses are non-residential. The property is encumbered by regulatory floodplain along the western portion of the property. Commercial development is located along U.S. Highway 40 to the north of the proposed storage use. A large portion of the area between U.S. Highway 40 and Interstate Highway 70 is zoned and use for agricultural uses. The Pine Family Farm and Retail Nursery business is also located in this area.

II. CHARACTER OF THE AREA

Legend

- RV Storage
- Campground
- Pine Family Farms
- Parcels

The property is also located in proximity to the Lawrence Municipal Airport. The Airspace Overlay District does extend over this property. However, the Approach Zones are narrower and do not encroach over this property.

- E 1500 and E 1600 Roads are existing Collector Roads.
- The property is located in the Urban Growth Area of the City of Lawrence.
- Municipal water is located along the south side of Highway 40 along the west side of E 1500 Road but does not serve the property.
- Sanitary sewer service is provided to the campground. Service to the storage facility would require extension of a main.
- The subject property is identified with Class 1 soils on the eastern side.
- The project is not located within the regulatory floodplain.

The character of the area is agricultural with limited commercial uses and activity located along U.S. Highway 24/40.

Staff Finding – The character of the area is agricultural with only limited commercial activity located along the highway.

III. SUITABILITY OF SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED

Applicant's Response: *"This parcel, along with the adjacent campground to the south, has existed in relatively the same state as when both were created in 1968. The surrounding County Agricultural zoning to the North and East has remained relatively unchanged and the light industrial zoning to the south and West has been developed to a lesser intensity than would have been allowed in the IG zoning district that abuts the subject property. All appearances would indicate that the mixed uses & zonings that occur in this area have been stable for the past 45 years with no apparent conflicts. The proposed revisions to the existing vacant parcel are located within the Urban Growth area & are consistent with Horizon 2020 Warehouse/Distribution goals for the area adjoining to the south & west."*

The property is located adjacent to an established campground along the south property line. The proposed request does not alter the base zoning district. The property includes both County Business (B-2) and County Agricultural (A) zoning. The proposed use, *Mini-or Self-Storage Facilities*, are permitted uses in all County zoning districts subject to approval of a Conditional Use Permit. This use is subject to specific design standards (Section 12-319-4.34). The design standards address the location; located in the urban growth area, access to paved collector road or higher classification as well as more specific operational requirements such as screening, fencing, access etc. The proposed request complies with the minimum location criteria.

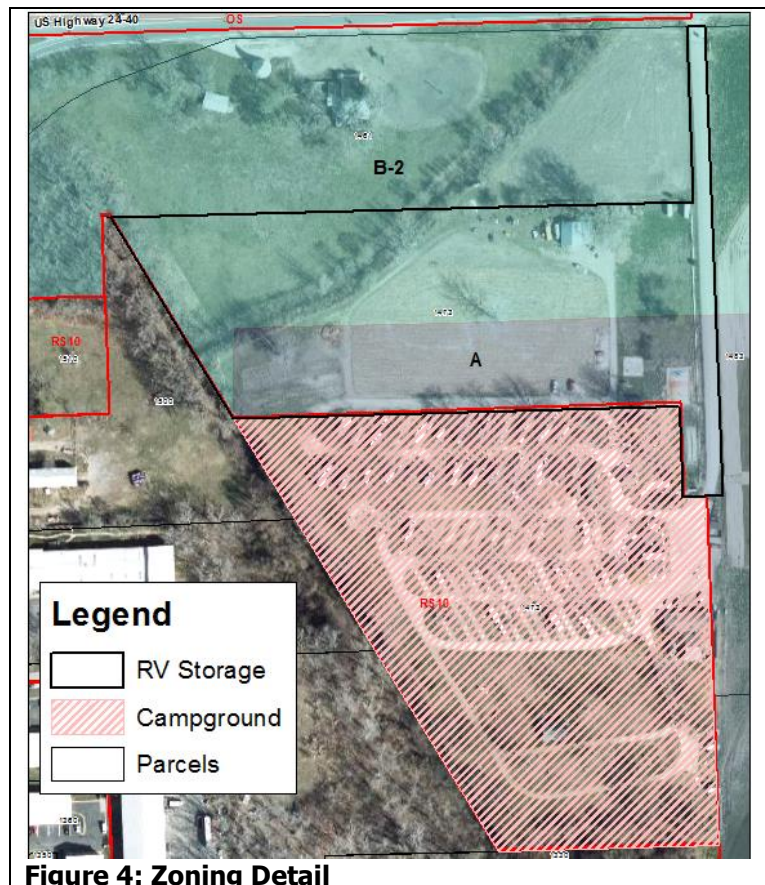


Figure 4: Zoning Detail

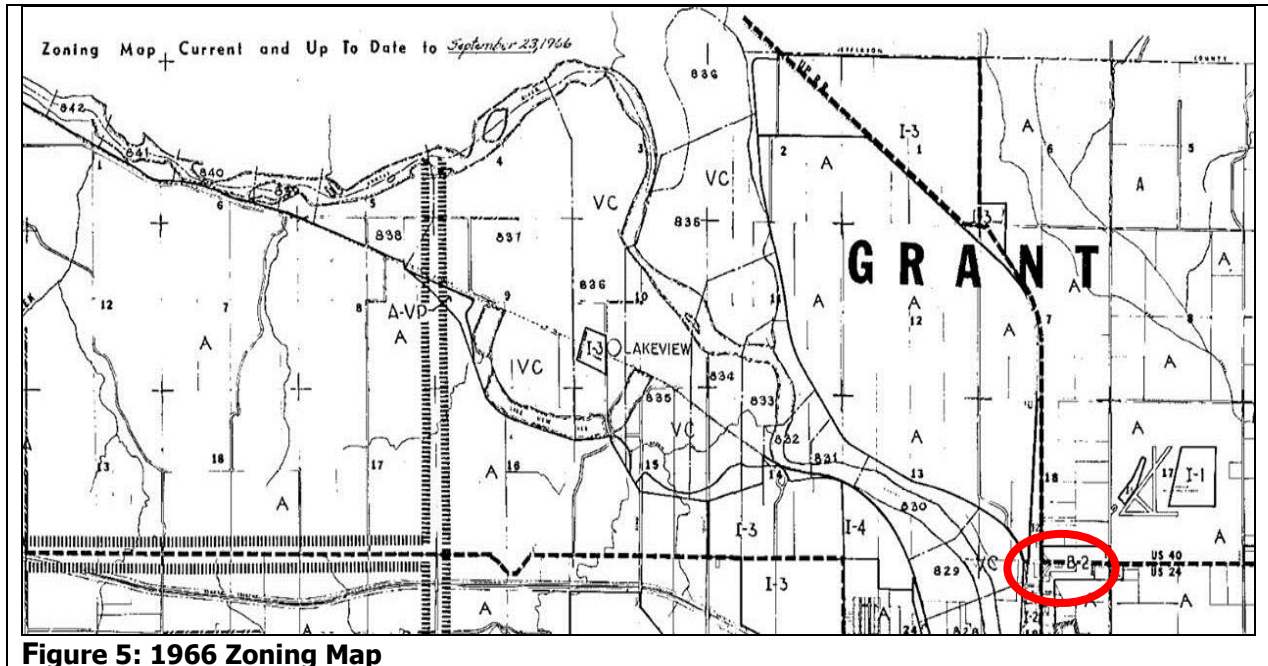
Design standards that relate to buildings are not applicable to this request. The proposed storage is "open storage". The plan includes a note specifically prohibiting the use of the property for activities such as garage sales, storage of industrial trucks & or trailers or as location for commercial shipping & receiving. These limitations will ensure the compatibility of the property with the surrounding area.

Staff Finding – The proposed request is a natural extension of the existing campground and provides a separate and dedicated space for storage of recreational vehicles. The base zoning

district is not altered by the proposed request. A portion of the property is zoned for commercial uses.

IV. LENGTH OF TIME SUBJECT PROPERTY HAS REMAINED VACANT AS ZONED

The County adopted zoning in 1966. The north portion of the property was zoned B-2 (General Business). The remaining portion is zoned A (Agricultural). The property includes a barn structure. The structure is visible in the 1986 aerial images but is not visible in the 1976 images. The property has remained vacant as zoned since 1966. The site includes only minor improvements and is not served by municipal infrastructure.



Staff Finding – Property improvements include an existing agricultural building as well as gravel access drives along the south side of the property that provides access to camping sites.

V. EXTENT TO WHICH REMOVAL OF RESTRICTIONS WILL DETRIMENTALLY AFFECT NEARBY PROPERTY

Applicant's Response: *"This application does not request a change that removes or diminishes restrictions from the land placed on it by the current zoning. The use proposed is an allowed use with a Conditional Use Permit review that carries with it specific restrictions for this proposed use. Compliance with the CUP restrictions will create cause minimal effect on nearby property."*

The subject property is located adjacent to an established campground. The storage of recreation vehicles is a complementary use to the campground and does not require improvements to serve the property such as water and sanitary sewer services. The property will use the same access road that serves the campground to the south.

The proposed use is located outside of the regulatory floodplain. The property is surrounded by commercial/industrial land uses and intensive agricultural uses.

There are no anticipated detrimental impacts that will affect nearby properties.

Staff Finding – The proposed use is a low intensity use located in an established commercial/industrial area of the community. The site improvements, as proposed, are adjacent to, but outside of, the regulatory floodplain.

VI. RELATIVE GAIN TO THE PUBLIC HEALTH, SAFETY AND WELFARE BY THE DESTRUCTION OF THE VALUE OF THE PETITIONER'S PROPERTY AS COMPARED TO THE HARDSHIP IMPOSED UPON THE INDIVIDUAL LANDOWNERS

Applicant's Response: "As stated above, after this parcel is developed with the CUP restrictions in place, very little noticeable change will occur from the campground use that has existed adjacent & across this property for the past 45 years. Campers have been coming & go over that time and the perception with the CUP will be the same, campers coming and going. The comparison of "Destruction" & "Hardship" are really not applicable to the application."

The proposed use (storage) does not require investment in infrastructure to serve the property and does not require the construction of buildings or shelters for the use. Other similar uses include roofed structures that provide partial protection from weather but are not proposed in this application.

The proposed use is a reasonable extension of the existing campground use. The location is in proximity to the City of Lawrence. This location provides a close location to City of Lawrence residents where they can store/park campers/RV's as needed when not in use.

The property is split by the existing County B-2 (Limited Business) and A (Agricultural) zoning. The western portion of the property is encumbered by the regulatory floodplain and includes floodway along the west property line and through the western portion of the property. Access to the property is provided by an existing driveway that extends south to the campground. This is the only access to the property at this time. Denial of the request would limit the ability of the property owner to provide a companion use to the campground. Development of the commercial property would likely be more intensive than the propose use.

Staff Finding – Approval of the request allows for a parking/storage option for the community for RV vehicles. Denial of the request will limit the property owner's ability to provide a low intensity land use that is compatible with the campground use to the south.

VII. CONFORMANCE WITH THE COMPREHENSIVE PLAN

Applicant's Response: "It would appear, from Table 9 of Horizon 2020, that this parcel is within or borders upon land use office Research/Industrial/Warehouse/Distribution. The proposed use for this parcel would fall within this warehouse designation of Horizon 2020."

This property is located within the boundaries of the Northeast Sector Plan. The future land use map for this area is anticipated as *Open Space*. The property is adjacent to the City limits along the west and south property lines. The property is located in the Lawrence Urban Growth Area but is not proposed for annexation at this time. Municipal services are not required to serve the proposed use.

Policies included in the plan recommend:

- the continuation of agricultural uses within the planning areas, "especially in areas with Class I and II soils and in the regulatory floodplain areas";
- "support the existing limited commercial zoning within the planning area which isn't expected to urbanize in the future";

- prohibit development within the regulatory floodway.

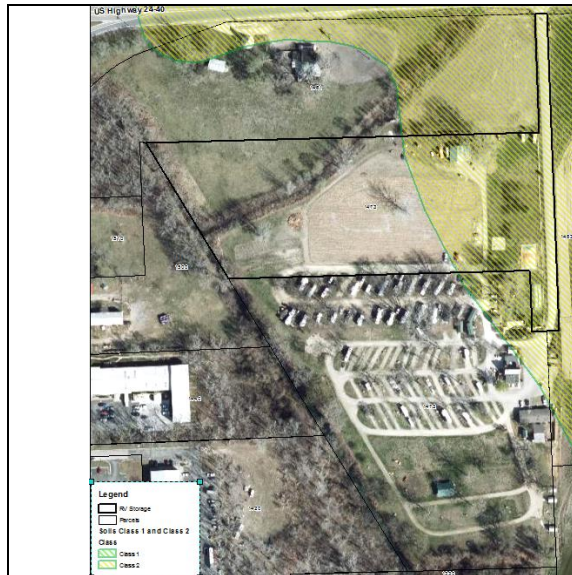


Figure 6: Class II Soils Map

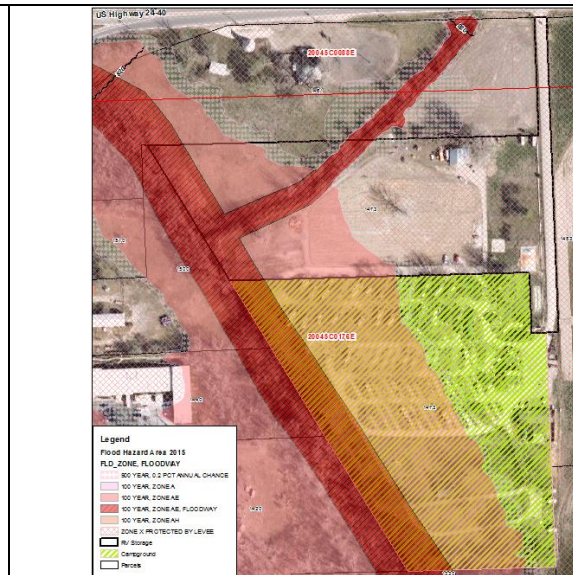


Figure 7: Floodplain Map

The proposed application preserves the area immediately surrounding the barn and the area between the barn and the drive for any remaining agricultural activities on the property. The floodplain and floodway that is located on the west part of the property is also preserved with this application.

Staff Finding – The proposed development request is consistent with the open use of land and will preserve environmental features in the immediate area. The proposed use does not require extension of services and does not require investment in substantial land improvements. The proposed use is consistent with the land use recommendations included in the Comprehensive Plan.

CUP PLAN REVIEW (SITE PLAN)

This project does not include buildings (mini-storage) that are subject to several of the listed design criteria. The plan shows open parking only. Covered spaces are also not proposed with this application.

Section 12-319-4.34 *Mini-or Self Storage Facilities* must meet the following locational criteria:

- a. Located in the urban growth area.
- b. Take direct access from a paved road classified as collector or higher.

The entire property, including the existing campground is located in Grant Township. A portion of the property is located within the Lawrence City Limits. The portion of the property proposed for the storage is located in the unincorporated portion of Douglas County. All of land located in the unincorporated portion of Grant Township is located within the Lawrence Urban Growth Area.

Access to the proposed storage area and the existing campground is provided via an existing drive that intersects with U.S. Highway 40. This road is a designated Principal Arterial.

- The proposed request is compliant with the location requirements for the use.

Section 12-319-4.34 *Mini-or Self Storage Facilities* must meet the following design standards:

The property does abut residential zoning to the south (existing campground). All other surrounding zoning is City Industrial, County Commercial or Agricultural. There are no screening requirements applicable to this project for the protection of residential uses.

Code Standard	Proposed Development
c. security fencing	The site plan shows a fence enclosing the storage area for security.
d. outdoor lighting	See discussion below
e. screening which abuts residential zoned district or property containing a residence.	Property abuts residential zoning to south but is existing campground. Standard is not applicable to this project as an extension of the campground facility and services.
f. access width – 25' for two-way traffic.	Proposed access width is 30' wide
g. off-street parking	Minimum Parking is provided for use. See discussion below
h. Exterior storage is not permitted except for vehicles, boats, RV's. ✚ Unregistered or disabled storage is prohibited. ✚ Accessways and parking stalls must be shown. ✚ One vehicle and one trailer will be permitted per stall. ✚ Covered or exterior storage must be screened from adjacent public roads, residentially zoned properties or properties containing a residence.	This standard is an operational/enforcement requirement. Access and parking are shown on plan. Stall length is designed to accommodate a single large vehicle or two smaller vehicles end to end. Covered storage is not proposed.
i. Prohibited uses include garage sales, commercial shipping and receiving, serving or repair, storage of commercial or industrial trucks and/or trailers, workshops, hobby shops, manufacturing or similar uses.	Restrictive notes are included on the face of the plan.
j. area shall be properly policed for trash and debris removal.	This standard is an operational/enforcement requirement.
k. Keyless keypad entry or similar secure entry	Proposed as part of plan
l. orientation of storage units oriented to interior.	Standard does not apply to this application

- The project as proposed complies with the design standards as discussed in the body of this report.

Lighting

The proposed site plan shows lighting for this site. Fixtures will be mounted on 12' poles. Light fixtures should be directed down and not create glare across the site. Staff recommends that fixture details be provided to "indicate the direction and amount of illumination and to show the screening proposed for the lighting and steps taken to prevent glare" per section 12-319-4.12

Access to the site

A 27' wide driveway provides access to the proposed storage area as well as the existing campground to the south. This driveway intersects U.S. Highway 40, designated as a Principal Arterial Street. No changes to access are proposed with this application. KDOT has reviewed the application and has indicated that no changes are required. The site meets the minimum required access criteria for location.

Within the site, vehicles will be parked on turf. The drives will be excavated 8" deep (below existing grade) and will be compacted gravel. They are intended to be level with the turf (parking area) to allow drainage across the site. Access aisles are 30' wide and allow for appropriate turning and two way traffic.

Off Street Parking

PARKING SUMMARY	
Required	"Off-Street parking is based on one space for each 8,000 SF of floor area in the facility, plus one space for each employee, but in no case shall the number be less than five spaces." (12-319-4.34.g). This use is "open storage" and does not include a structure (floor area). The plan includes an estimated 128,186.99 SF including the storage areas (50,209 SF) and access aisle area (77,977.86). If this space were enclosed than a total of 16 spaces would be required.
Provided	5 provided

Off-street parking for this use assumes a building. The requirement is one space per 8,000 SF + one space per employee, but shall not include less than 5 spaces. The proposed plan includes the minimum spaces (5) outside of the storage area. The property owner intends to use campground staff to valet vehicles to the parking spaces to prevent damage. Parking for this staff is already accommodated in the campground (to the south). The "facility" includes a large area for access because of the requirements for turning and maneuvering RV's and similar campers. This outdoor use creates an artificially high total of square feet required. (128,186 SF) The area dedicated to the parking (turf area) is only 50,209 SF. The proposed parking is adequate for the use.

- Staff supports the amount of off-street parking as proposed.

Floodplain

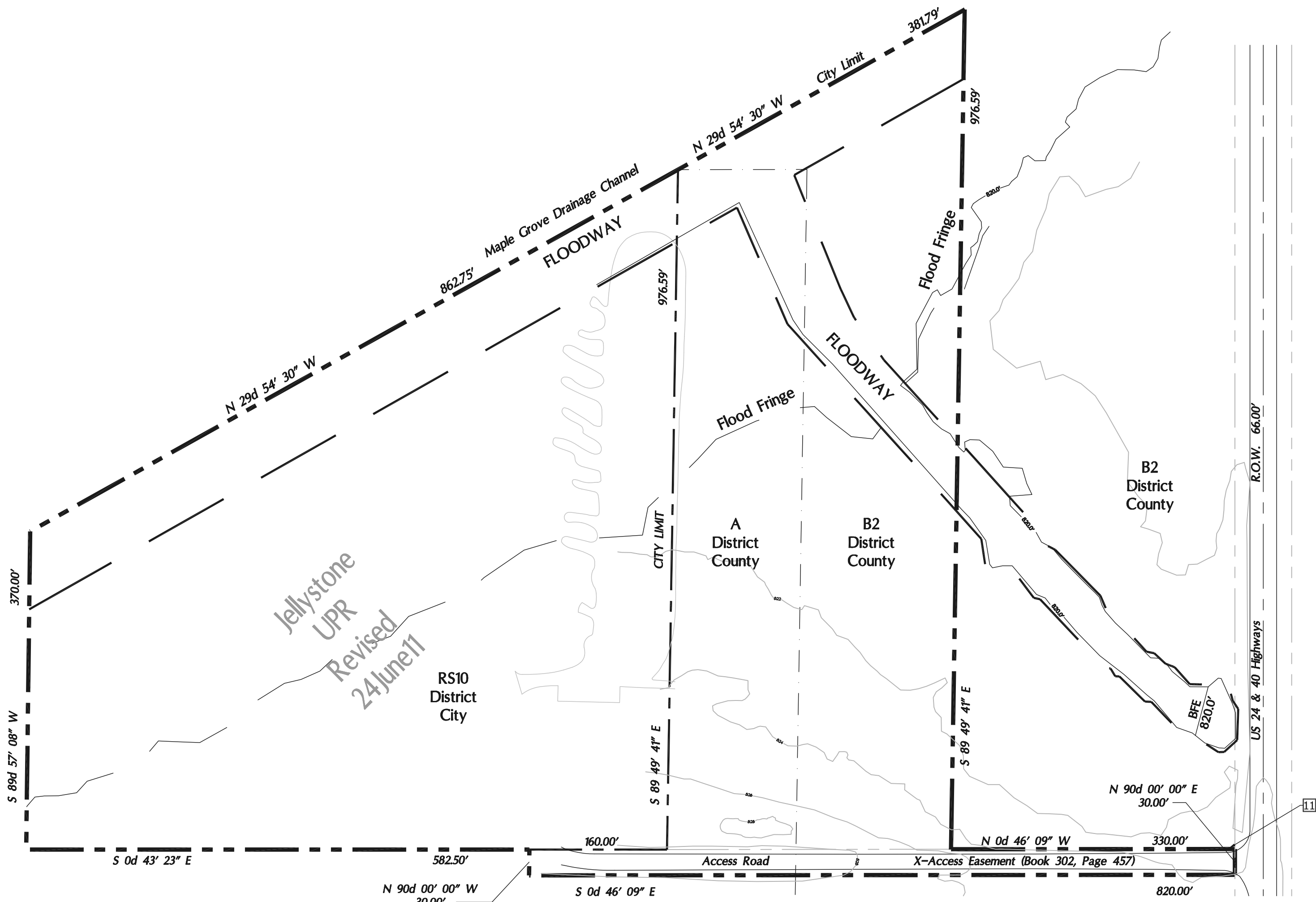
As discussed earlier in the staff report, a portion of the property is located within the regulatory floodplain. Proposed site improvements (storage areas and gravel access aisles) are outside of the floodplain but adjacent in some areas. A local floodplain development permit may be required from the County Zoning Office. The applicant will be required to coordinate with County staff to determine if a floodplain development permit is required for this project. A note on the face of the plan references the requirements for a Local Floodplain Development Permit.

Conclusion

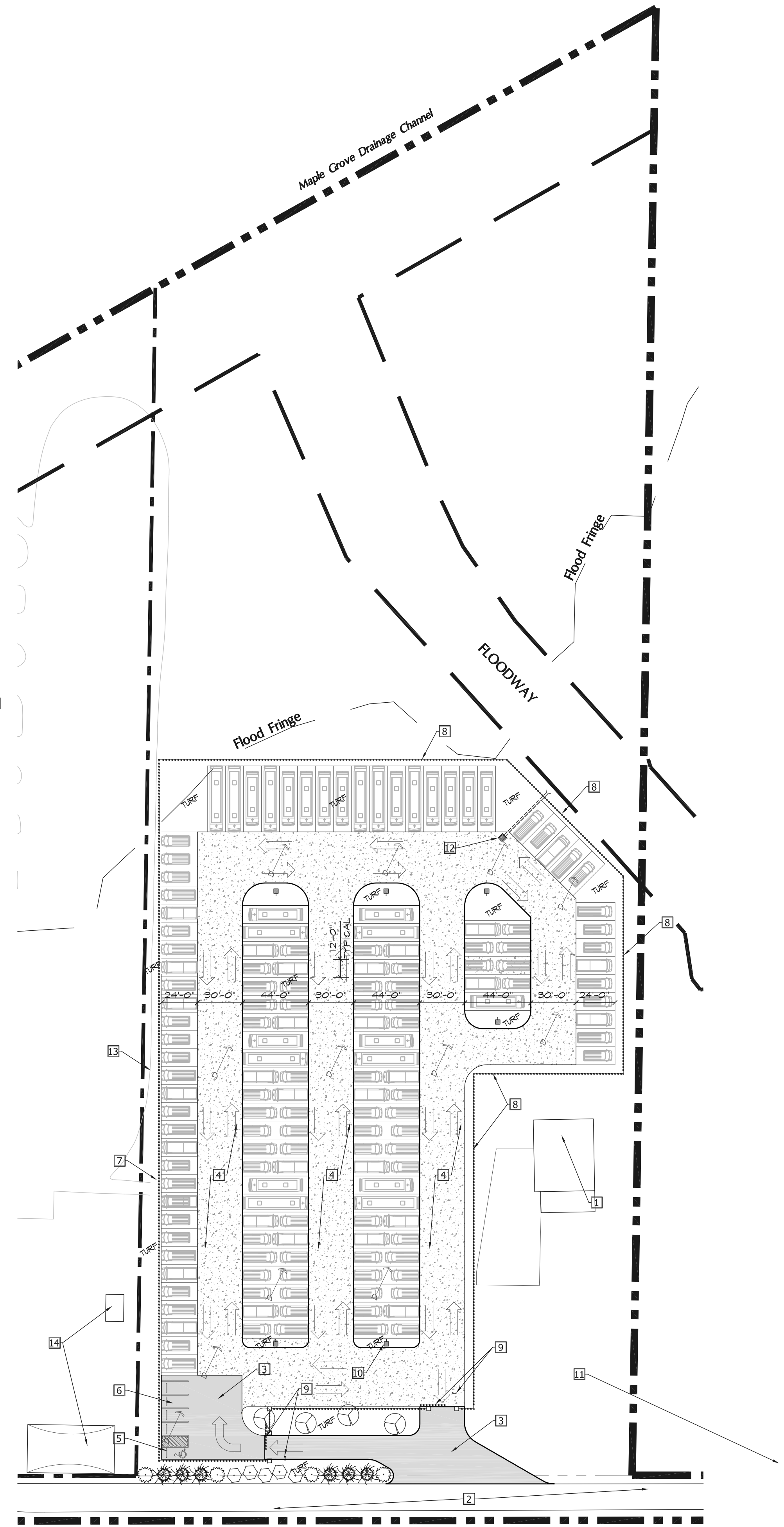
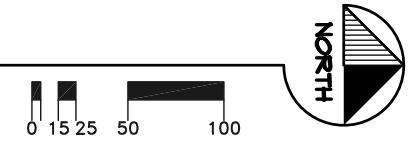
The proposed use is open storage for recreational vehicles and campers. Boat storage and other exterior storage is not proposed. This use is an extension of the campground and provides a related service.

PROFESSIONAL STAFF RECOMMENDATION:

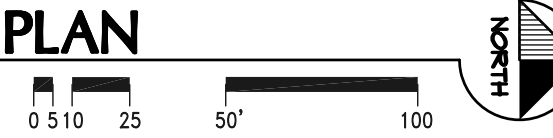
Staff recommends approval of the proposed Conditional Use Permit as conditioned.



C4 PLAT of SURVEY SUMMARY
A010 1" = 100.0'



A2 MOTOR HOME STORAGE SITE PLAN
A010 1" = 50.0'



Legal Description

PLAT OF SURVEY
NE 1/4 SECTION 19-T112S-R20E
DOUGLAS COUNTY, KANSAS
Book 1024 Page 3320

Beginning of the Northwest corner of the Northeast Quarter of Section 19, Township 12 South, Range 20 East; Thence South 82.00' parallel with the East line of said Northeast Quarter; Thence East 30.00'; Thence North 82.00' to the North line of said Northeast Quarter; Thence 30.00' to the Point of Beginning, less highway, in Douglas County, Kansas.

ALSO

Commencing at a point 40 rods South of the Northwest corner of the Northeast Quarter of Section 19, Township 12 South, Range 20 East of the South P.M.; Thence running 45 rods; Thence North 85 rods; Thence 60 rods; Thence 20 rods; Thence West 20 rods to the place of beginning, in Douglas County, Kansas LESS the following: Commencing at a point on the West line of said Northeast Quarter of Section 19, 85 rods South of the Northwest corner of said Quarter Section; Thence East 40 rods; Thence North 20 rods; Thence West 40 rods to said West line; Thence South 20 rods to the place of beginning; in Douglas County, Kansas; and LESS the following: Beginning at a point 40 rods South of the Northwest corner of said Northeast Quarter of Section 19; thence North 20 rods; Thence East 15.50 feet to center of Maple Grove Drainage Ditch; Thence Southeast along center of said Ditch to a point 767.50' East of a point 1075.18 feet South of the Northwest corner of said Quarter Section line; Thence North 413.53' to the point of beginning, in Douglas County, Kansas, and LESS the following: Beginning 85 rods South of the Northwest corner of the Northeast Quarter of Section 19, Township 12 South, Range 20 East and 40 rods East from the point of beginning; Thence East 290 feet more or less to center of the Drainage Ditch; Thence Northwest up the centerline of Drainage Ditch to a point 1018.75 feet South of the North line of said Quarter Section; Thence West 107.50 feet plus or minus, to a point 660 feet East of the West line of said Quarter Section; Thence South 330.82 feet to the point of beginning in Douglas County, Kansas; and LESS the following: beginning at a point 82.50 feet South of the Southeast corner of the Northwest Quarter of the Northeast Quarter of Section 19, Township 12 South, Range 20 East of the South P.M.; Thence North 582.50 feet; Thence West 38'; Thence North 160'; Thence West 750 feet more or less to the center of Maple Grove Drainage Ditch; Thence Southeastly along centerline of said Ditch 850 feet more or less to a point 82.50 feet South and 370' West of the Southeast corner of the Northwest Quarter of the Northeast Quarter of said Section; Thence East 370 feet to the point of beginning, in the City of Lawrence, Douglas County, Kansas.

ALSO

Beginning at a point 82.50 feet South of the Southeast corner of the Northwest Quarter of Section 19, Township 12 South, Range 20 East of the South P.M.; Thence North 582.50 feet; Thence West 38'; Thence North 160'; Thence West 750 feet more or less to the center of Maple Grove Drainage Ditch; Thence Southeastly along the centerline of said Ditch 850 feet more or less to a point 82.50 feet South and 370 feet West of the Southeast corner of the Northwest Quarter of the Northeast Quarter of said Section; Thence East 370 feet to the point of beginning, in the City of Lawrence, Douglas County, Kansas.

306-2 & 306-10-2 USE REGULATIONS

"A" Agricultural District
319-Supplementary Use Regulations by Conditional Use Permit
319-4.34 Mini or Self Storage

"B2" General Business District
319-Supplementary Use Regulations by Conditional Use Permit
319-4.34 Mini or Self Storage
(140 total rental spaces as shown)

319-4.34 h. All storage will be kept within enclosed buildings, unless a portion is designated for covered (non-enclosed) or exterior storage. This area may be used for storage of trucks, autos, trailers, boats or RV's. Exterior storage of unregistered &/or disassembled vehicles is prohibited. Access ways & individual spaces must be shown on the plan & designated on the site. One vehicle & trailer will be permitted per stall. Any non-enclosed or exterior vehicle storage must be screened from adjacent public roads . . . with a view reducing wall, fence, landscaping materials or combination of these measures.

306-3 PARKING REGULATIONS

319-4.34 Mini or Self Storage Facilities
g. Off-street parking required = 5 minimum
Off-street parking provided = 5
1 Van-accessible (16'x18')
4 Full size (9'x18')

306-5 HEIGHT, AREA & BULK REQUIREMENTS

Zoning	Required	Proposed
Max Height (ft/stories)	35' 7/8	N/A
Min Front Yard Depth	100'	N/A***
Min Side Yard	10'	12'
Min Rear Yard Depth	30'	400' average
Min Lot/Parcel Size/Family	3 acres	3 acres N/A
Min Lot/Parcel Area	3 acres	3 acres
Min Lot Width at Easement	330'	330'
90% Min Lot Width	297'	297'
Min Lot Depth	250'	400' average

***Property which takes access from & has the required frontage on a Major Collector or Minor Arterial road

Zoning	Required	'B2' Conditional Use Permit
Max Height (ft/stories)	35' 7/8	45' 3/4
Min Front Yard Depth	100'	N/A
Min Side Yard	10'	12'
Min Rear Yard Depth	30'	400' average
Min Lot/Parcel Size/Family	15,000 sf	4.28 acres N/A
Min Lot/Parcel Area	15,000 sf	4.28 acres
Min Lot Width at Easement	75'	330'
90% Min Lot Width	N/A	N/A
Min Lot Depth	75'	400' average

319A-4.10 LANDSCAPING

Symbol	Name	Size	Quantity	Package
☉	GF5 Goldflame Spirea	24"/2 gal.	As Shown	container
☉	MBB Mentor Barberry	24"/2 gal.	As Shown	container
☉	WOB Winter Gem Boxwood	24"/2 gal.	As Shown	container
☉	GA Glossy Abelia	24"/2 gal.	As Shown	container
☉	CT Creeping Thyme	Flats	As Shown	container

The following is a list of approved Street Trees (STT) & Shade Trees (STH) for installation as shown.

Symbol	Common Name	Genus-Species
☉	Red Maple	Acer rubrum 'Autumn Blaze' or 'Columnar'
☉	Skyline Honeylocust	Gleditsia triacanthos 'Skyline'
☉	Norway Maple	Acer platanoides 'Emerald Queen'
☉	Bloodgood London Plane Tree	Platanus x acerifolia Bloodgood
☉	Northern Red Oak	Quercus borealis
☉	Eastern Redbud	Cercia canadensis
☉	Eastern White Pine	Pinus strobus

Note: Minimum Tree Size
Shade Trees 2"-2 1/2" # caliper
Coniferous Trees 6' tall minimum

Substitution of appropriate similar species shall be approved by the Lawrence-Douglas County Metropolitan Planning Office in advance of planting.

12-1328 Floodplain Management Regulations

Impervious Surfaces	Existing	Proposed
Buildings/roof	2,670 gsf	2,670 gsf
Pavement	4,850 gsf	58,453 gsf
Sub-total:	7,520 gsf	58,123 gsf
Perovius	235,722 gsf	235,722 gsf
	231,845 gsf	231,845 gsf

13-328-8.02
Application for a development permit shall be made by the property owner or his certified agent to the Director of Zoning & Codes upon appropriate forms. Such application shall be made at least ten days prior to the approval of the development permit.

General Notes

This site has been designed to comply with the provisions of the Americans With Disabilities Act (ADAAG) Accessibility Guidelines for Buildings & Facilities, Appendix A to 28 CFR Part 36. The Architect has used reasonable professional efforts to interpret & comply with applicable ADAAG requirements as they relate to this document. However, since the requirements of the ADAAG are subject to various and possibly contradictory interpretations, the Architect cannot and does not warrant or guarantee that this document will comply with all interpretations that may occur and revisions may be required to comply with those interpretations.

Uses Prohibited per Section 12-319-4.34.i

Garage Sales
Commercial Shipping &/or receiving
Service & repair of vehicles
Storage of industrial trucks &/or trailers
Hobby shops
Manufacturing or similar uses

Keynotes Notes

- Existing barn to remain
- Existing 27' wide asphalt access road to remain
- 3" asphalt paving over 5" compacted AB-3 base minimum
- 8" compacted AB-3 as shown
- 16'x18' Van Accessible parking stall, pavement markings & signage ADA Design Guidelines. Concrete bumper block pinned into pavement
- Four standard 9'x18' parking stalls, pavement markings as shown. Concrete bumper blocks pinned into pavement
- 8' high max. chain link security fence with 90% opaque view reducing mesh continuous extent as shown
- 8' high max. chain link security fence only extent as shown
- Secure entry/exit gate with keypad actuator
- LED security light on 12' pole, typical as shown
- FBI Fire Hydrant per submittal approved by Utilities Dept. 15NOV15
- FBI Pre-cost concrete catch basin w/ 12" # CMP pipe
- North limit of existing gravel access road located on adjacent property
- Confirm location of existing jumping gillow & portable cabin by survey and relocate to location shown on the Revised UPR dated 24JUN11 as required.
-

Allen Belot Architect
Suite 205 - Lawrence, KS 66044
785-843-4670
allen@allenbelotarchitect.com

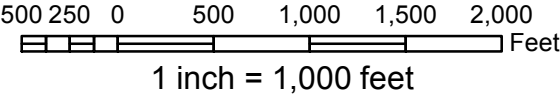
COPYRIGHT 2016
All drawn and written information duplicated disclosed or otherwise appearing herein shall not be used without written consent of ALLEN BELOT ARCHITECT

CONDITIONAL USE PERMIT
Motor Home Storage Facility
Jellystone Park
1473 Highway 40 Lawrence, KS 66044

PROJECT # 1515
DATE 26SEPT16
DRAWN BY:
CHECKED BY:
REVISIONS: 28OCT16
08NOV16

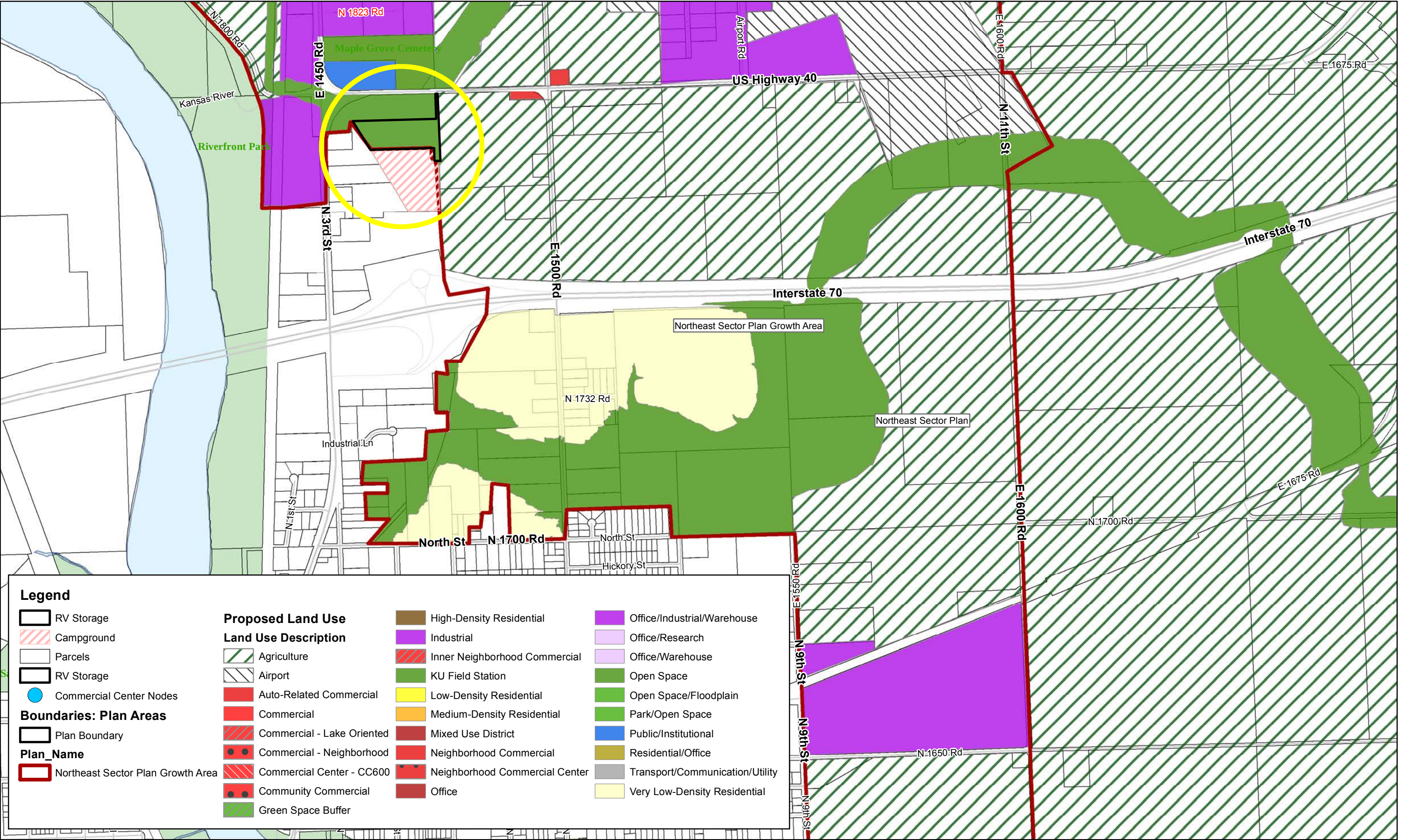
SITE LAYOUT

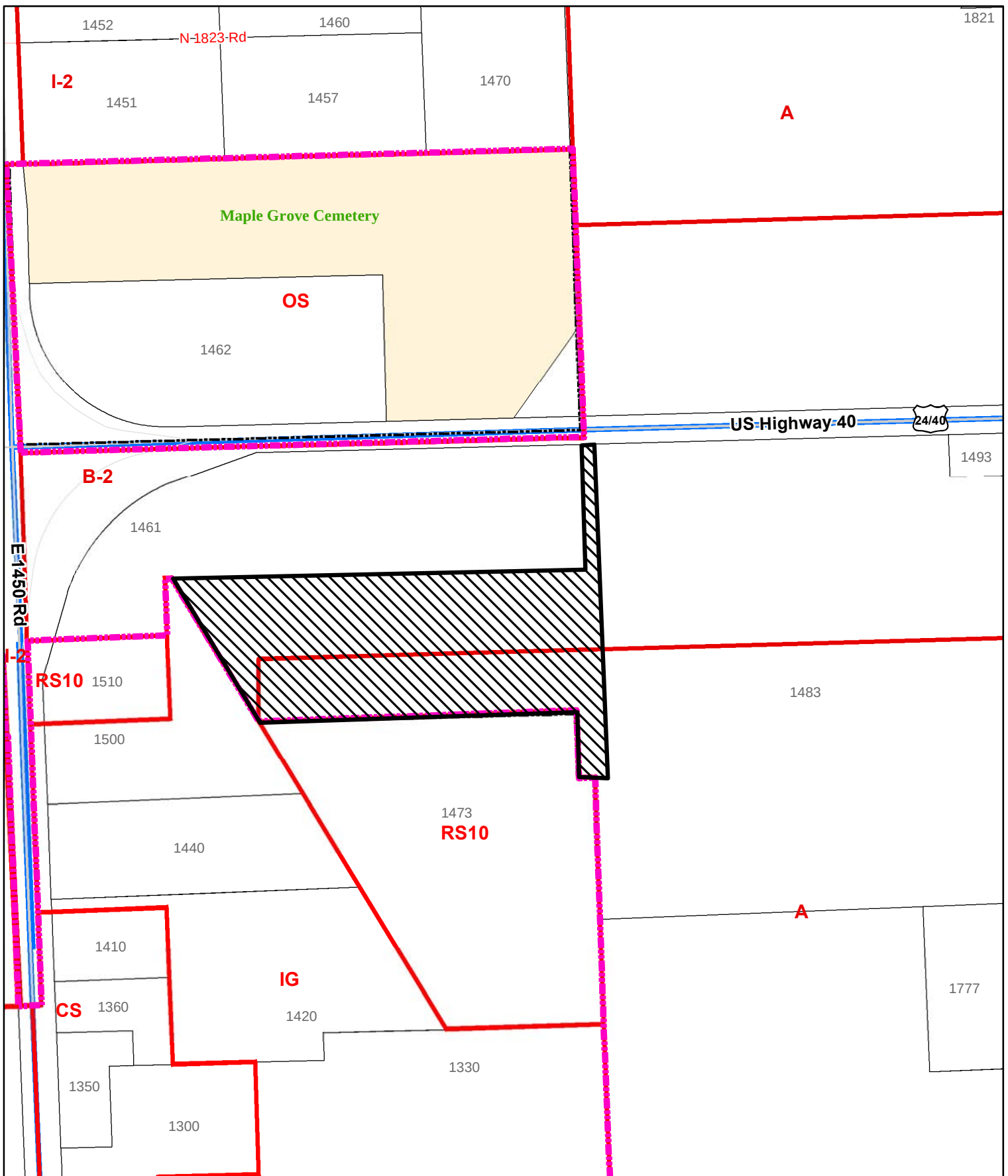
Sheet
A010
of Sheets



DISCLAIMER NOTICE
The map is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The City of Lawrence makes no warranties, express or implied, as to the use of the map. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts the limitations of the map, including the fact that the map is dynamic and is in a constant state of maintenance, correction and update.

Date: 11/3/2016





CUP-16-00425: Conditional Use Permit for a Motor Home Storage Facility at Jellystone Located at 1473 Highway 40



ITEM NO. 1 CONDITIONAL USE PERMIT; JELLYSTONE; 1473 HWY 40 (SLD)

CUP-16-00425: Consider a Conditional Use Permit for a motor home storage facility at Jellystone, located at 1473 Hwy 40. Submitted by Allen Belot, for Ralph E. and Kimberly K. Newell, property owners of record.

STAFF PRESENTATION

Ms. Sandra Day presented the item.

APPLICANT PRESENTATION

Mr. Allen Belot, Allen Belot Architect, agreed with the staff report and was present for questioning.

PUBLIC HEARING

No public comment.

COMMISSION DISCUSSION

Commissioner Culver said there appeared to be no utilities to the site.

Ms. Day said that was correct.

Commissioner Carpenter asked what would prohibit covered parking or covered structures.

Ms. Day said if the applicant wanted to provide covered structures it would be a revision to the site plan and would go to City Commission. She said Planning Commission could put a condition on it limiting it to only open storage.

Mr. Belot said there were no plans for covered parking. He said if a future owner wanted that it would require further review by the City.

Commissioner Kelly asked if Mr. Belot would you be opposed to that condition being added.

Mr. Belot said no because there were no plans for covered parking.

Commissioner Carpenter said he wanted to be sure open parking was explicit and that it would be reviewed if any shelters were put in.

Commissioner Willey asked if it was usual to allow for parking on turf in the county.

Ms. Day said in many instances it could be. She said it was use specific.

Commissioner Culver inquired about a storm shelter.

Mr. Belot said there were no plans for a storm shelter because nobody would be staying there, only dropping off and picking up their recreational vehicle.

ACTION TAKEN

Motioned by Commissioner Struckhoff, seconded by Commissioner Britton, to approve the Conditional Use Permit, CUP-16-00425, for Jellystone Campground *Mini-or Self Storage Facility*, and forwarding it to the Board of County Commissioners with a recommendation for approval based upon the findings of fact in the body of the staff report subject to the following conditions:

1. Provision of a light fixture detail to show the amount and direction of illumination and show what measures will be used to screen lighting and prevent glare; and
2. That the use shall be restricted to open storage only.

Unanimously approved 8-0.

DRAFT

CITY COMMISSION AGENDA ITEM



City of Lawrence

Department: Planning

Commission Meeting Date: Dec 6, 2016

Staff Contact: Mary Miller, Planner II

Recommendations/Options/Action Requested:

Approve Joint Ordinance No. 9318/Resolution No. ____.

Executive Summary:

On May 25, 2016, the Board of County Commissioners approved a text amendment to the *Subdivision Regulations for Lawrence and the Unincorporated Areas of Douglas County, KS* and the *Zoning Regulations of the Unincorporated Territory of Douglas County* to allow Accessory Dwelling Units (ADUs) with standards. A joint ordinance/resolution for the changes made to the joint Subdivision Regulations was provided to the City Commission and adopted on second reading on August 9, 2016. Due to County staffing issues, the joint ordinance/resolution was delayed in being provided to the County Commission. As a result, the date noted in the ordinance/resolution is no longer correct.

The joint ordinance/resolution contains Ordinance no. 9318 which will repeal the previously adopted ordinance, Ordinance No. 9264, and provide an updated effective date. The revised joint ordinance/resolution has been scheduled for the December 14th Board of County Commissioners' meeting, and this date has been added to the document.

Strategic Goal Area: n/a

**Fiscal Impact
(Amount/Source):** n/a

Attachments: Joint Ordinance No. 9318 / Resolution No. ____ and the Incorporation by Reference Document

Reviewed By:
(for CMO use only)

- ☐ TM
 - ☐ DS
 - ☐ CT
 - ☐ BM
-

ORDINANCE NO. 9318

RESOLUTION NO. _____

A JOINT ORDINANCE OF THE CITY OF LAWRENCE, KANSAS, AND RESOLUTION OF DOUGLAS COUNTY, KANSAS, AMENDING CHAPTER 20, ARTICLE 8, SECTIONS 20-804 AND 20-806 OF THE CODE OF THE CITY OF LAWRENCE, KANSAS, 2015 EDITION, AS AMENDED, AND CHAPTER 11, ARTICLE 1, SECTIONS 11-104 AND 11-106 OF THE CODE OF THE COUNTY OF DOUGLAS, KANSAS, AS AMENDED, PERTAINING TO SUBDIVISION REGULATIONS, BY ADOPTING AND INCORPORATING HEREIN BY REFERENCE "SUBDIVISION REGULATIONS FOR LAWRENCE AND THE UNINCORPORATED AREAS OF DOUGLAS COUNTY, KANSAS, DECEMBER 16, 2016 EDITION, TEXT AMENDMENTS," AS PREPARED BY THE LAWRENCE-DOUGLAS COUNTY METROPOLITAN PLANNING OFFICE, AND REPEALING EXISTING SECTIONS 20-804 AND 20-806 OF THE CITY CODE, SECTIONS 11-104 AND 11-106 OF THE COUNTY CODE, AND ORDINANCE NO. 9264.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAWRENCE, KANSAS, AND BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS:

SECTION 1. Chapter 20 of the Code of the City of Lawrence, Kansas, 2015 Edition, and amendments thereto, and Chapter 11 of the Code of the County of Douglas, and amendments thereto, are hereby amended as follows:

There is hereby adopted and incorporated herein by reference, as if fully set forth herein, for the purpose of amending Chapter 20, Article 8, Sections 20-804 and 20-806 of the Code of the City of Lawrence, Kansas, 2015 Edition, and amendments thereto, and Chapter 11, Article 1, Sections 11-104 and 11-106 of the Code of the County of Douglas, Kansas, and amendments thereto, "Subdivision Regulations for Lawrence and the Unincorporated Areas of Douglas County, Kansas, December 16, 2016, Edition, Text Amendments," as prepared and published by the Lawrence-Douglas County Metropolitan Planning Office.

SECTION 2: Two copies of "Subdivision Regulations for Lawrence and the Unincorporated Areas of Douglas County, Kansas, December 16, 2016, Edition, Text Amendments," shall be marked "Official Copy as Adopted by Joint Ordinance No. ____ and Resolution No. ____" and to which shall be attached a copy of this joint resolution and ordinance, and filed each with the City Clerk and County Clerk, to be open for inspection and available to the general public at all reasonable business hours. One additional copy of the "Official Copy as Adopted by Joint Ordinance No. ____ and Resolution No. ____" shall, at the cost of the City of Lawrence, Kansas, be made available to the Lawrence-Douglas County Planning Office.

SECTION 3. The amendments to the Subdivision Regulations made by this joint resolution and ordinance shall be included as a supplement to the Code of the City of Lawrence, Kansas, 2015 Edition, and amendments thereto, and to the Code of the County of Douglas, Kansas, and amendments thereto. For the purposes of numbering sections in the Code of the County of Douglas, Kansas, the first two digits of each section shall be changed from 20 to 11 and the third digit (the first digit following the hyphen) shall be changed from 8 to 1. For instance, Sections 20-804 and 20-806 of the City Code shall be numbered Sections 11-104 and 11-106, respectively, in the County Code.

SECTION 4. Existing sections 20-804 and 20-806 of the Code of the City of Lawrence, Kansas, 2015 edition, and amendments thereto, sections 11-104 and 11-106 of the Code of Douglas County, Kansas, and amendments thereto, and Ordinance No. 9264 are hereby repealed in their entirety, it being the intent of the Governing Bodies of the City and the County that the provisions of this joint ordinance and resolution supersede those sections and that Ordinance.

SECTION 5. If any section, sentence, clause, or phrase of this joint ordinance and resolution is found to be unconstitutional or is otherwise held invalid by any court of competent jurisdiction, it shall not affect the validity of any remaining parts of this joint ordinance and resolution.

SECTION 6. This joint ordinance and resolution shall be in full force and effect from and after its passage and publication as provided by law.

PASSED by the Governing Body of the City of Lawrence, Kansas, this ____ day of December, 2016.

APPROVED:

Mike Amyx
Mayor

ATTEST:

Sherri Riedemann
City Clerk

APPROVED AS TO FORM:

Toni R. Wheeler
City Attorney

ADOPTED by the Board of County Commissioners of Douglas County, Kansas, this ____ day of December, 2016

**BOARD OF COUNTY COMMISSIONERS OF
DOUGLAS COUNTY, KANSAS**

James Flory, Chair

Nancy Thellman, Commissioner

Mike Gaughan, Commissioner

ATTEST:

Jameson D. Shew, County Clerk

NOTICE TO PUBLISHER

Publish once and return one Proof of Publication to the City Clerk, one to the City Attorney, and one to the County Clerk.

**SUBDIVISION REGULATIONS FOR LAWRENCE AND
THE UNINCORPORATED AREAS OF DOUGLAS COUNTY, KS**

Amending Article 8, Sections 20-804 and 20-806
OF CHAPTER 20 OF THE CODE OF THE CITY OF LAWRENCE, KANSAS

These Sections are labeled as Sections 11-104 and 11-106
Of CHAPTER 11 OF THE CODE OF DOUGLAS COUNTY, KANSAS



City of Lawrence



Douglas County

Incorporated By Reference Pursuant to K.S.A. 12-3009, *et seq.*, K.S.A. 12-3301 *et seq.*, and
the Home Rule Authority of the City

Passed by the Governing Body of the City of Lawrence, Kansas

Ordinance No. 9318

First Reading: December ____, 2016

Second Reading: December ____, 2016

Adopted by the Governing Body of Douglas County, Kansas

Resolution No. _____

Date: December ____, 2016

Date of Publication: _____

20-804 Cluster Developments in the Urban Growth Areas

(a) Purpose

The purpose of this Section is to allow an administrative approval procedure for divisions of land to accommodate rural residential development on land [Parcels](#) that are located within the [Urban Growth Areas](#) of cities in Douglas County. The procedure contemplates that forethought and design considerations will be employed to identify the future [Urban Density](#) residential development of the land [Parcel](#) prior to any division occurring, and that based on these considerations, 3 acre or larger [Residential Development Parcels](#) may be created when they allow for future divisions through a 'Build Out Plan' of the [Residential Development Parcels](#), at some future time, to create [Urban Blocks](#) and connective [Street](#) networks in accordance with the Design Standards in the [Subdivision Regulations](#) for the city associated with the [Urban Growth Area](#). These regulations will result in [Residential Development Parcels](#) that retain their rural character for the immediate future, but will also allow for more efficient transition to [Urban Density](#) development as subsequent circumstances dictate. The clustering of development [Parcels](#) within the [Urban Growth Areas](#) on [Parcels](#) that contain at least 20 acres is intended to mitigate the strain on [Infrastructure](#) and public services and to anticipate future development patterns for the remainder of the property after annexation.

(b) Applicability

- (1) The division of a [Parcel](#) of land that contains at least 20 acres in area, and that is located in Service Areas 2-4, of Lawrence's [Urban Growth Area](#) or in another City's [Urban Growth Area](#), may be approved according to the [Cluster Development](#) provisions of this Section.
 - (i) For purposes of determining compliance with the 20 acre minimum [Parcel](#) area, an entire half of a quarter-quarter section (e.g. West $\frac{1}{2}$ of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$) shall be deemed to be a 20 acre [Parcel](#).
 - (ii) In calculating the size of a [Parcel](#), the [Parcel](#) size shall be deemed to include $\frac{1}{2}$ of the adjoining [Road Right\(s\)-of-Way](#) if this inclusion is necessary for the [Parcel](#) to conform to the applicable minimum [Parcel](#) size.

(c) Immediate Development Acreage and Future Development Acreage

Lands divided pursuant to this Section shall be developed as a [Cluster Development](#) and shall be identified as either the Immediate Development Area or the Future Development Area in accordance with the following requirements.

- (1) Immediate Development Area.

The Immediate Development Area of a [Cluster Development](#) shall not exceed 60% of the total acreage of the proposed development included in the [Certificate of Survey](#). The Immediate Development Area may further be divided into [Residential Development Parcels](#) (RDPs) subject to the requirements of this Section. [Residential Development Parcels](#) shall be located only in the Immediate Development Area. Individual [Residential Development Parcels](#) shall only take [Access](#) from a [Cross Access Easement](#) and shall be laid out in a manner that minimizes adverse impacts to the Future Development Area. Development of the Immediate Development Area, to the greatest extent practicable, shall conform to the following requirements:

- (i) Minimum [Parcel](#) Acreage and dimensional standards
[Residential Development Parcels](#) shall be laid-out and designed to comply with all applicable zoning district regulations listed in the County [Zoning Regulations](#). The minimum [Residential Development Parcel](#) size shall be 3 acres.
- (ii) Location of Residential Development Parcels
Within the [Cluster Development](#), each [Residential Development Parcel](#) shall be designed and developed in accordance with the requirements in this sub-section:
 - a. Clustered to take [Access](#) from [Cross Access Easements](#) to minimize [Access](#) points to the adjacent public [Right\(s\)-of-Way](#).
 - 1. [Cross Access Easements](#) shall be established by a separate legal instrument, acceptable to the legal counsel of the nearby city and the [Easement](#) shall be filed recorded at the Register of Deeds as a [Restrictive Covenant](#) of the [Cluster Development](#) that prohibits development of the Future Development Area until, upon annexation, the [Cross Access Easement](#) is dedicated to the annexing city as public [Road Right-of-Way](#).
 - 2. The [Cross Access Easements](#) shall be written so that, upon annexation by a city, the [Cross Access Easement](#) shall be in acceptable form and dimensions to be dedicated to the City as public [Road Right\(s\)-of-Way](#), to allow for construction of [Streets](#) within the [Cross Access Easements](#) to meet the then current city [Street](#) standards.
 - b. Planned and laid out to allow for future [Subdivision](#) of the [Residential Development Parcel](#) s into [Platted Lots](#) at an [Urban Density](#) commensurate with the zoning and [Subdivision Regulations](#) of the annexing city.
- (iii) Utility – Water
All [Residential Development Parcels](#) shall obtain [Publicly Treated Water](#) delivered through a water meter.
- (iv) Utility – Wastewater
All [Residential Development Parcels](#) shall have an [On-Site Sewage Management System](#) approved by the Director of Lawrence/Douglas County Health Department or a connection to a wastewater disposal system approved by the Kansas Department of Health and Environment.
- (v) County Health Code Restriction in [Floodplain](#)
[On-Site Sewage Management Systems](#) shall be located outside the FEMA designated regulatory [Floodplain](#).
- (vi) Building Envelopes
The buildable area for each [Residential Development Parcel](#) within the Immediate Development Area shall be defined by [Building Envelopes](#) and structure placement is governed by the setbacks established in the Douglas County [Zoning Regulations](#).
 - a. [Residential Development Parcels](#) shall be planned and arranged to allow for the future [Subdivision](#) of these [Parcels](#) into [Urban Streets](#) and [Blocks](#)

that conform to the development regulations of the city associated with the [Urban Growth Area](#).

- b. The buildable area for each [Residential Development Parcel](#) shall be defined by [Building Envelopes](#) which accommodate the future [Block](#) layout and exclude lands which have been identified for protection as Environmentally Sensitive Lands.
- c. The [Building Envelopes](#) for each RDP shall be shown on the [Certificate of Survey](#).

(vii) Access

- a. When the [Cluster Development](#) is located within the Lawrence [Urban Growth Area](#) or in the [Urban Growth Area](#) of another city, the development shall have direct [Access](#) to a [Road](#) that meets or exceeds the [County's Rock Road Standard](#).
- b. When established as part of a [Cluster Development](#) in Lawrence's UGA, the service drive constructed within the [Cross Access Easement](#) shall be constructed, at a minimum, to meet the [County's Rock Road Standard](#), and the minimum width of traveled-way plus shoulder shall be 20 feet.
 - 1. As an alternative, when a [Cross Access Easement](#) provides [Access](#) to only one or two RDPs in the Immediate Development Area, a waiver from this construction standard may be permitted if approved by the County Engineer and when provisions for future improvement to [Road](#) standards are included in the [Restrictive Covenants](#).
- c. Only one [Access](#) point shall be allowed for the entire development unless a separate [Access](#) point is necessary to allow [Access](#) to prevent intrusion or damage to the Environmentally Sensitive Lands being conserved and protected.

(viii) Steep Slopes

The [Building Envelopes](#) of [Residential Development Parcels](#) shall not contain any slopes greater than 15%.

(ix) Minimum Road Right(s)-of-Way

- a. If the [Cluster Development](#) is located adjacent to public [Road Right-of-Way](#) that does not meet the minimum width standards of Section 20-810(e)(5), approval of the application for division pursuant to this Section 20-804 shall be subject to a condition that the [Subdivider](#) dedicate, by separate instrument to the County, $\frac{1}{2}$ the additional land necessary to bring the [Road\(s\)](#) adjoining the [Cluster Development](#) to the required [Right-of-Way](#) standard based on the [Road's](#) classification established in the [County's Access Management Standards](#).
- b. All necessary [Dedications](#) shall be by separate instrument, satisfactory to the County Counselor, and recorded with the Register of Deeds.
- c. No final action may be taken on the [Certificate of Survey](#) until this additional [Road Right-of-Way](#) has been dedicated.

(x) Minimum Frontage and Entrance Spacing Requirements

- a. The [Cluster Development](#) must meet the minimum [Frontage](#) and Entrance Spacing Requirements established in the [County's Access Management Standards](#). The [Frontage](#) and Entrance Spacing Requirements are based on the classification of the [Road](#) upon which the [Cross Access Easement](#) is proposed to take [Access](#).
- b. Minimum RDP [Frontage](#) on the [Cross Access Easement](#) is not subject to the [Frontage](#) requirements in Section 12-318 of the Douglas County [Zoning Regulations](#).

(xi) Drainage [Easements](#)

If any portion of the [Residential Development Parcel](#) lies in a FEMA designated regulatory [Floodplain](#), or if drainage [Channels](#) or [Swales](#) exist on the [Residential Development Parcel](#) that carry runoff from adjacent property or [Public Street/Roads](#), the FEMA designated regulatory [Floodplain](#) or drainage [Channel](#) or [Swale](#) shall be protected by grant of an [Easement](#), or other similar device, evidenced by separate legal instrument, as may be required by the [Planning Director](#) and acceptable to the County Counselor.

(xii) Restrictive Covenants

Property in the Immediate Development Area shall be subject to a [Restrictive Covenant](#) as set forth in Section 20-804(d).

(2) Future Development Area

The Future Development Area shall meet the requirements set forth in this sub-section:

(i) Minimum Requirement.

A minimum of 40% of the total [Cluster Development](#) shall be designated as Future Development Area. To the extent practical, the Future Development Area should be one contiguous area of land for future planning purposes.

(3) Conservation of Natural Resources

No matter where located within the boundaries of the [Certificate of Survey](#), land that is or contains Environmentally Sensitive Lands identified in Section 20-810(k), to the greatest extent reasonably practicable, shall be conserved and protected through the recording with the Register of Deeds of either a [Temporary Set Aside Agreement](#) or a permanent [Conservation Easement](#).

(i) Temporary Set Aside Agreement

- a. A [Temporary Set Aside Agreement](#) shall prohibit development, while the lands are located within the [Urban Growth Area](#) that would significantly impair or interfere with the environmental, geographical or historical characteristics of the identified natural resources.

- b. The [Temporary Set Aside Agreement](#) shall be provided to the City and County by separate legal instrument, satisfactory to the County Counselor and City Manager or other appropriate city official.
- c. The City will have regulatory authority over the [Temporary Set Aside Agreement](#) only after the property has been annexed into the City.
- d. Within 2 years of the date of annexation into the City, the [Temporary Set Aside Agreement](#) will expire unless further action is taken by either the City or the property [Owner](#) to secure its continuance.

(i) Conservation Easement

- a. A permanent [Conservation Easement](#) may be established by an [Owner](#) that desires a more permanent and perpetual method of protecting and conserving natural resources. The areas of land that a permanent [Conservation Easement](#) may cover include those lands identified in Section 20-810(k), or similar sensitive lands.
- b. A permanent [Conservation Easement](#) shall be established to retain the environmental, geographical or historical characteristics of the land.
- c. It shall be conveyed to a public or nonprofit organization that protects and preserves lands of ecological, scenic, historic, agricultural, or recreational significance.
- d. A permanent [Conservation Easement](#) created for protecting natural resources may or may not be sufficient to meet the requirements for re-evaluation by the county for land appraisal and taxation purposes.

(4) Restriction on Subsequent Divisions

Any further division for development purpose is prohibited until annexation or until an amended [Certificate of Survey](#) is approved and filed recorded with the Register of Deeds.

(5) Restrictive Covenant

The Immediate and Future Development Areas shall be subject to a [Restrictive Covenant](#) as set forth in Section 20-804(d).

(d) Restrictive Covenant

The Immediate Development Area and Future Development Area each shall be restricted by a separate instrument, satisfactory to the County Counselor, which shall:

- (1) Incorporate by reference and have attached as an exhibit the [Build Out Plan](#);
- (2) Require future division of the [Residential Development Parcel](#) s to conform to the [Build Out Plan](#) or the [Subdivision Regulations](#) in place at that time;
- (3) For the Immediate Development Area, limit each [Residential Development Parcel](#) to one principal [Dwelling](#), [one accessory dwelling unit](#), and accessory buildings until annexation into a city and municipal water and Sanitary Sewer service are extended to the property;
- (4) For the Future Development Area, any further division for development purposes is prohibited until annexation or until an amended [Certificate of Survey](#) is approved and recorded with the Register of Deeds;
- (5) Restrict the location of structures within the Immediate Development Area to [Building Envelopes](#) that have been created to allow for the future [Subdivision](#) of the Immediate Development Area into [Blocks](#) of an [Urban Density](#) that avoids interference with planned future [Street/Roads](#), [Easements](#) and setbacks;
- (6) Be binding upon the [Owner](#) and all of its successors and assigns, and shall constitute a covenant running with the land, expiring at the time the subject property is annexed by a city; and
- (7) Be in a recordable form and be recorded with the Register of Deeds.

(e) Notice to Nearby Property Owners

- (1) Written notice of the proposed division for rural residential purposes shall be mailed to the [Owner](#) of record of all property within $\frac{1}{4}$ mile of the subject property. The notice shall be sent by the applicant by regular mail, postage pre-paid. The mailing addresses for property [Owners](#) within the $\frac{1}{4}$ mile notification area shall be obtained from the Douglas County Clerk. The applicant shall submit a Certificate of Mailing, at the time of submission of the [Certificate of Survey](#) application. A [Certificate of Survey](#) application shall be considered incomplete without an executed Certificate of Mailing. The notice shall provide:
 - (i) A brief description of the location of the property proposed for division;
 - (ii) The projected date a [Certificate of Survey](#) application will be submitted to the Lawrence/Douglas County Planning Office;
 - (iii) A contact telephone number and address for the property [Owner](#) proposing the division for rural residential purposes; and,
 - (iv) The letter shall include the following statement and information:

Notice of Proposal to divide land located at [road address or general description such as; $\frac{1}{2}$ mile north of the intersection of x road and y road, on the east side] for rural residential development purposes.

This letter is being sent to the Owner of property adjoining and within $\frac{1}{4}$ mile of the boundaries of the property proposed for division for rural residential Cluster Development. The purpose of this letter is to provide general information to the recipient and/or Owner of property of a proposed or potential change in land use.

- (2) The failure of a property [Owner](#) within the ¼ mile mailing distance to receive the written notice will not affect the validity of the application for a [Certificate of Survey](#).

(f) Cluster Developments – After Annexation

- (1) Upon Annexation, development shall occur in accordance with the [Build Out Plan](#) or an approved plan meeting the [Subdivision Regulations](#) in place at the time. If, however, the appropriate city's plans or regulations for the area covered by the [Build Out Plan](#) recommend a different type of land use or scale of development, the property shall be [Platted](#) to conform to the city's current plans and regulations.
- (2) Upon Annexation, all future divisions of land in the Immediate Development Area or Future Development Area shall be made in accordance with Section 20-809, [Major Subdivisions](#) for the City of Lawrence, or in accordance with the applicable procedures set forth in the annexing city's [Subdivision Regulations](#).

(g) Application

Any person having legal or equitable interest in property that meets the criteria required by this Section may file, with the [Planning Director](#), an application for a division of land in conformance with this Section. The completed application must:

- (1) Satisfy the requirements of Section 20-801;
- (2) Be submitted with an approved application form supplied by the Planning Department;
- (3) Be submitted in both print and electronic format; and,
- (4) Shall be accompanied by the application materials listed in 20-807(d).

(h) Administrative Review and Consideration Procedures

The [Planning Director](#) shall review all applications for [Cluster Developments](#) pursuant to this Section in accordance with the [Certificate of Survey](#) administrative review procedures set forth in Section 20-807.

20-806 Property Divisions in the Rural Area (Outside the UGAs)

(a) Purpose

Horizon 2020, the Comprehensive Land Use Plan, strongly encourages that residential development be located in the Lawrence [Urban Growth Area](#) or within the [Urban Growth Areas](#) of the other incorporated cities in the County. Horizon 2020 also recognizes the need for suitable residential development in the [Rural Area](#) of Douglas County.

(b) Definitions

When used in this Section 20-806, the following terms have the following meanings:

- (1) [Original Tract](#) – shall be composed of a [Parcel](#) or a combination of all adjacent [Parcels](#) under a single [Ownership](#) [not separated by public [Right\(s\)-of-Way](#)] that share common boundary lines or two separate [Ownerships](#) that share a common boundary line, for the purpose of creating one [Parent Parcel](#).
- (2) [Parent Parcel](#) – an area of 20 acres or more surveyed solely for the purpose of creating one or more [Residential Development Parcels](#).
- (3) [Residential Development Parcel](#) – a [Parcel](#) created from the [Parent Parcel](#) through the administrative [Certificate of Survey](#) process to make the new land division eligible for a residential building permit.
- (4) [Rural Area](#) – the area of Unincorporated Douglas County lying outside the [Urban Growth Areas](#) of Lawrence, Baldwin City, Eudora and Lecompton.

(c) Applicability

[Residential Development Parcels](#) may be created within the [Rural Area](#) according to the following requirements:

- (1) The [Owner](#) of the land must identify a [Tract](#) of land, which shall be a minimum of 20 acres and take [Access](#) to a [Full Maintenance Road](#), in accordance with this Section. The [Tract](#) containing the area for the proposed [Residential Development Parcel\(s\)](#) shall be known as the “[Parent Parcel](#)”. The land from which the [Parent Parcel](#) is identified shall be known as the “[Original Tract](#)”.
 - (i) For purposes of determining compliance with the 20 acre minimum [Tract](#) area, entire half of a quarter-quarter section (e.g. West $\frac{1}{2}$ of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$) shall be deemed to be a 20 acre [Tract](#).
 - (ii) In calculating the size of a [Tract](#), the [Tract](#) size shall be deemed to include $\frac{1}{2}$ of the adjoining [Road Right\(s\)-of-Way](#) or [Easements](#) if such inclusion is necessary for the [Tract](#) to conform to the applicable minimum [Tract](#) size.

(d) **Residential Development Parcel (RDP)**

- (1) Up to 3 **Residential Development Parcels** (RDP) may be created by dividing a **Parent Parcel**, depending on the classification of the **Full Maintenance Roads** bounding the property.
 - (i) Up to 2 RDPs may be created by dividing the **Parent Parcel** if the **Parent Parcel** is bounded on only 1 side by a **Road** or the **Parent Parcel** is bounded on 2 or more sides by **Roads** and any of the **Roads** are classified as other than Local **Roads**.
 - (ii) Up to 3 RDPs may be created if the **Parent Parcel** is bounded on 2 or more sides by Local **Roads**.
- (2) **Residential Development Parcels** can be created through the **Certificate of Survey** process only when the **Planning Director** finds: the property is being divided for single-family residential purposes *(limited to a maximum of one principal dwelling and one accessory dwelling unit for each Residential Development Parcel)*; the division does not involve or result in the creation of any minimum maintenance or Full Maintenance new **Roads** or **Road Rights-of-Way** or **Easements**; and, the division is made in accordance with the following requirements:
 - (i) Minimum **Residential Development Parcel** Area and dimensional standards

Residential Development Parcels shall be laid-out and designed to comply with all applicable zoning district regulations listed in the County **Zoning Regulations**. Each **Residential Development Parcel** shall have the minimum area required in Section 12-318 in the County **Zoning Regulations**. The minimum **Parcel** area shall also meet the County Sanitary Code minimum requirements for residential development that has an **On-Site Sewage Management System**;
 - (ii) Development **Access**

Each **Residential Development Parcel** shall have direct **Access** to a **Full Maintenance Road**;
 - (iii) County Health Code Requirements
 - a. The applicant has provided evidence that each **Residential Development Parcel** will satisfy all applicable health and sanitation requirements of the Lawrence/Douglas County Health Department;
 - b. **On-Site Sewage Management Systems** shall be located outside the FEMA designated regulatory **Floodplain**.
 - (iv) Grouping Divisions

When a **Parent Parcel** has previously been identified and filed of record from an **Original Tract**, any subsequent **Parent Parcel** identified from that **Original Tract** shall, where practicable, be located with one boundary line adjacent to the previously created **Parent Parcel** to

encourage the grouping of [Residential Development Parcels](#) to facilitate the efficient provision of [Infrastructure](#) and other public services.

(v) Minimum [Frontage](#) and Entrance Spacing Requirements.

Each [Residential Development Parcel](#) must meet the minimum [Frontage](#) and Entrance Spacing Requirements established in the [County's Access Management Standards](#). The [Frontage](#) and Entrance Spacing Requirements are based on the classification of the [Road](#) upon which the [Residential Development Parcel](#) is proposed to take [Access](#).

(vi) Minimum [Road Right\(s\)-of-Way](#)

- a. If the [Original Tract/Parent Parcel](#) Division is located adjacent to public [Road Right\(s\)-of-Way](#) that does not meet the minimum width standards of Section 20-810(e)(5), approval of the application for division of land pursuant to this Section 20-806 will be subject to the condition that the [Owner](#) dedicate, by separate instrument to the County, $\frac{1}{2}$ the additional land necessary to bring the [Road\(s\)](#) adjoining [Original Tract/Parent Parcel](#) to the required [Right-of-Way](#) standard based on the [Road's](#) classification established in the [County's Access Management Standards](#).
- b. All necessary [Dedications](#) shall be by separate instrument, satisfactory to the County Counselor, and recorded at the Register of Deeds.
- c. No final action may be taken on the [Certificate of Survey](#) until this additional [Road Right-of-Way](#) has been dedicated.

(vii) [Building Envelope](#)

- a. When a [Residential Development Parcel](#) includes lands identified for Protection of Environmentally Sensitive Lands in Section 20-810(k), a [Building Envelope](#) is required to be shown on the [Parcel](#) and it shall not include the areas and sites identified for resource preservation.
- b. A [Building Envelope](#) is not required on a [Residential Development Parcel](#) that does not include lands within the categories identified for resource preservation in Section 20-810(k); however, structure placement is governed by the setbacks established in the Douglas County [Zoning Regulations](#).

(viii) [Conservation Easement](#)

- a. A permanent [Conservation Easement](#) may be established by an [Owner](#) that desires a more permanent and perpetual method of protecting and conserving natural resources. The areas of land

that a permanent [Conservation Easement](#) may cover include those lands identified in Section 20-810(k), or similar sensitive lands.

- b. A permanent [Conservation Easement](#) shall be established to retain the environmental, geographical or historical characteristics of the land.
 - c. It shall be conveyed to a public or nonprofit organization that protects and preserves lands of ecological, scenic, historic, agricultural, or recreational significance.
 - d. A permanent [Conservation Easement](#) created for protecting natural resources may or may not be sufficient to meet the requirements for re-evaluation by the county for land appraisal and taxation purposes.
- (3) With respect to any division made according to this Section, the subsequent [Residential Development Parcels](#) shall be considered [Parcels](#) but shall not be considered [Platted Lots](#) created through a Major or [Minor Subdivision/Replat](#) process. Each [Residential Development Parcel](#) shall be eligible for the issuance of building permits for one single-family [Dwelling](#), *one single-family accessory dwelling unit*, and *other* permitted accessory uses, buildings and structures. Use for any other purpose (other than agricultural use), construction of more than one single-family *principal Dwelling*, *or one single-family accessory dwelling unit* or further division of the [Residential Development Parcel](#) shall be prohibited. Development for any other use will require review through the [Major Subdivision](#) process.



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5286 Fax (785) 838-2480
www.douglas-county.com

MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: Consider Recommendation of Contract for HVAC Upgrades at United Way

DATE: December 9, 2016

Funds have been allocated in the Special Building and United Way Funds to replace the air handlers and three air conditioning units at United Way.

The existing air handlers are the originals installed in the 1950's, one of the AC units is 35 years old and the other two are at least 25 years old, all exceeding their life expectancy.

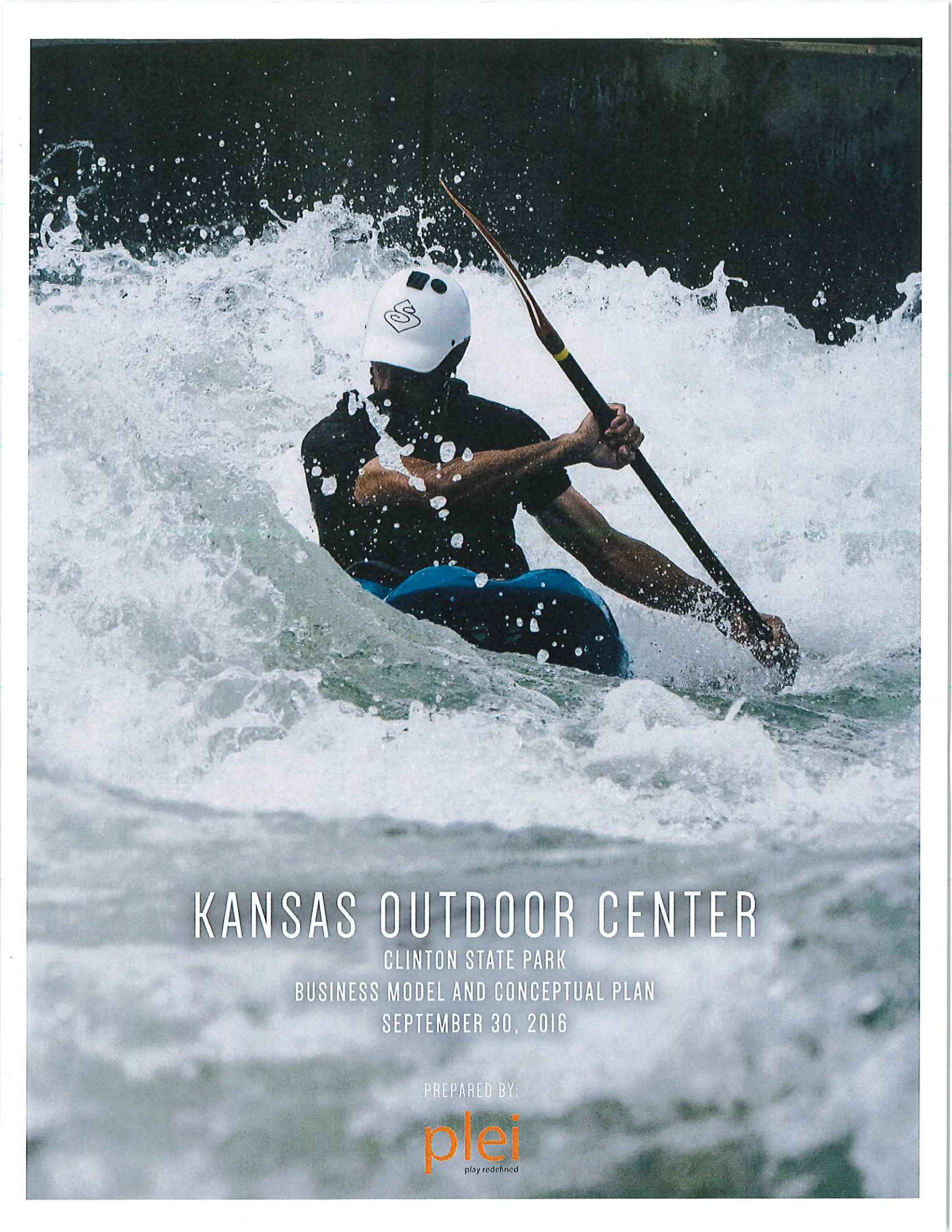
We solicited bids giving preference to Carrier brand as the base bid, but allowed a deduct alternate to consider other acceptable brands. Staff feels it is important to standardize our equipment to minimize inventory of spare parts, and to ensure staff's ability to maintain the equipment. Smith & Boucher Engineers was hired to help the County determine the model and specifications needed to meet our requirements. Smith and Boucher estimates improved efficiencies to be in the 20% range, and had their engineer's estimate at \$205,000. The table below summarizes the three bids that were submitted:

	The Wilson Group	Lippert Mechanical	PCI- Piping Contractors
Base Bid (Carrier)	\$390,513	\$256,500	\$287,525
Alternate Deduct	No bid	\$ 3,500 (Diakin)	No Bid
Project Timeline	150 Days	120 Days	160 Days

After reviewing the bids with Smith & Boucher Engineers and David Sparkes, it was determined that the low bid of \$256,500 was acceptable. As you can see, all the bids exceeded the engineer's estimate. Staff will be looking to cover the cost difference of \$51,500 from other funding sources.

To accommodate for any unknown expenses or circumstances that could increase our cost, we are asking you to provide the Assistant County Administrator with the authority to approve change orders up to 5% (\$12,825) of the total cost.

RECOMMENDATION: The Board of County Commissioners accepts the low bid and approves a contract with Lippert Mechanical Services Corporation in the amount of \$256,500 and authorizes the Assistant County Administrator to approve change order up to 5% of that amount..

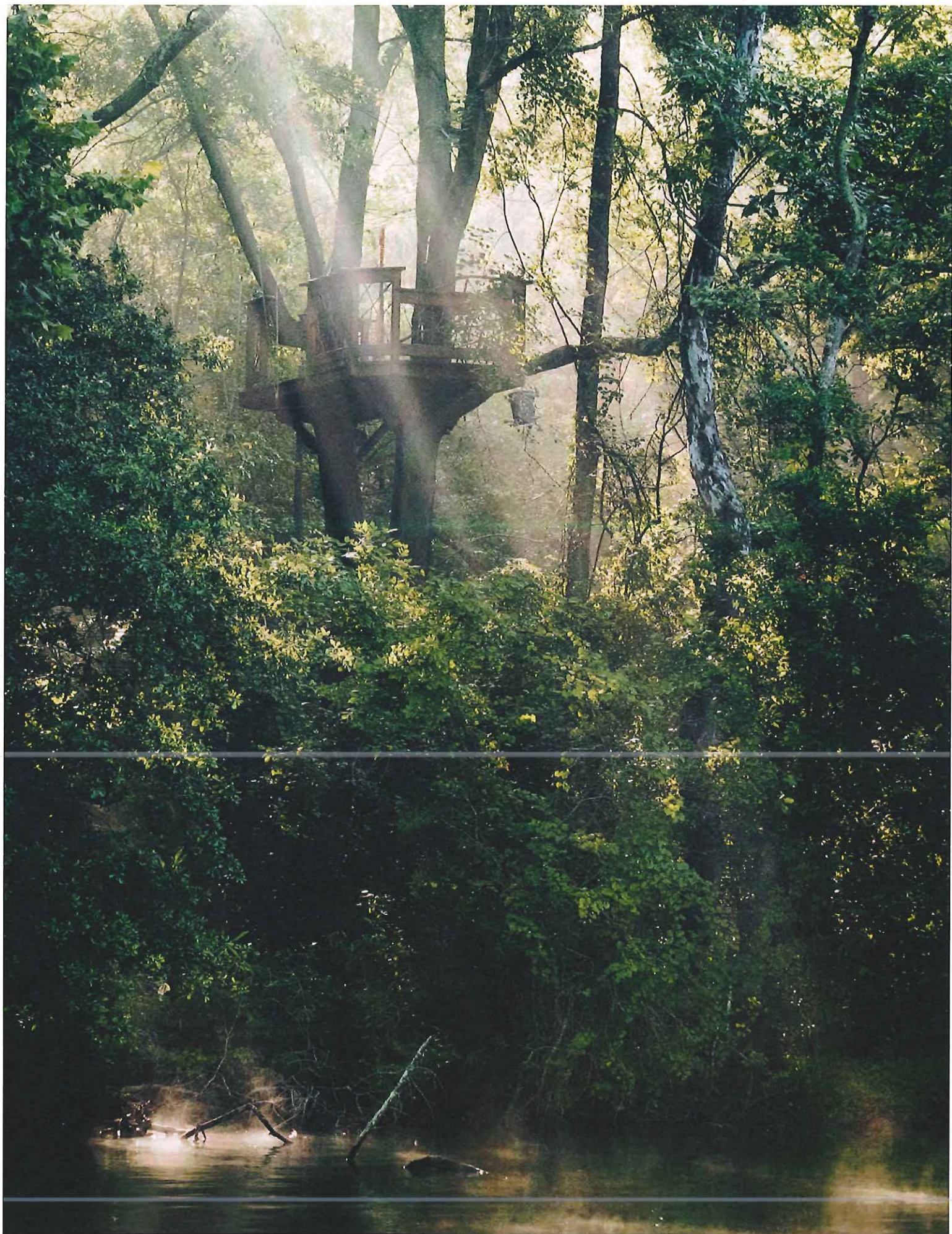
A full-page background image showing a kayaker in a white helmet with a logo, a black shirt, and blue pants, paddling through white water rapids. The kayaker is holding a black paddle with yellow accents. The water is splashing and turbulent, creating a dynamic and energetic scene.

KANSAS OUTDOOR CENTER

CLINTON STATE PARK
BUSINESS MODEL AND CONCEPTUAL PLAN
SEPTEMBER 30, 2016

PREPARED BY:

plei
play redefined





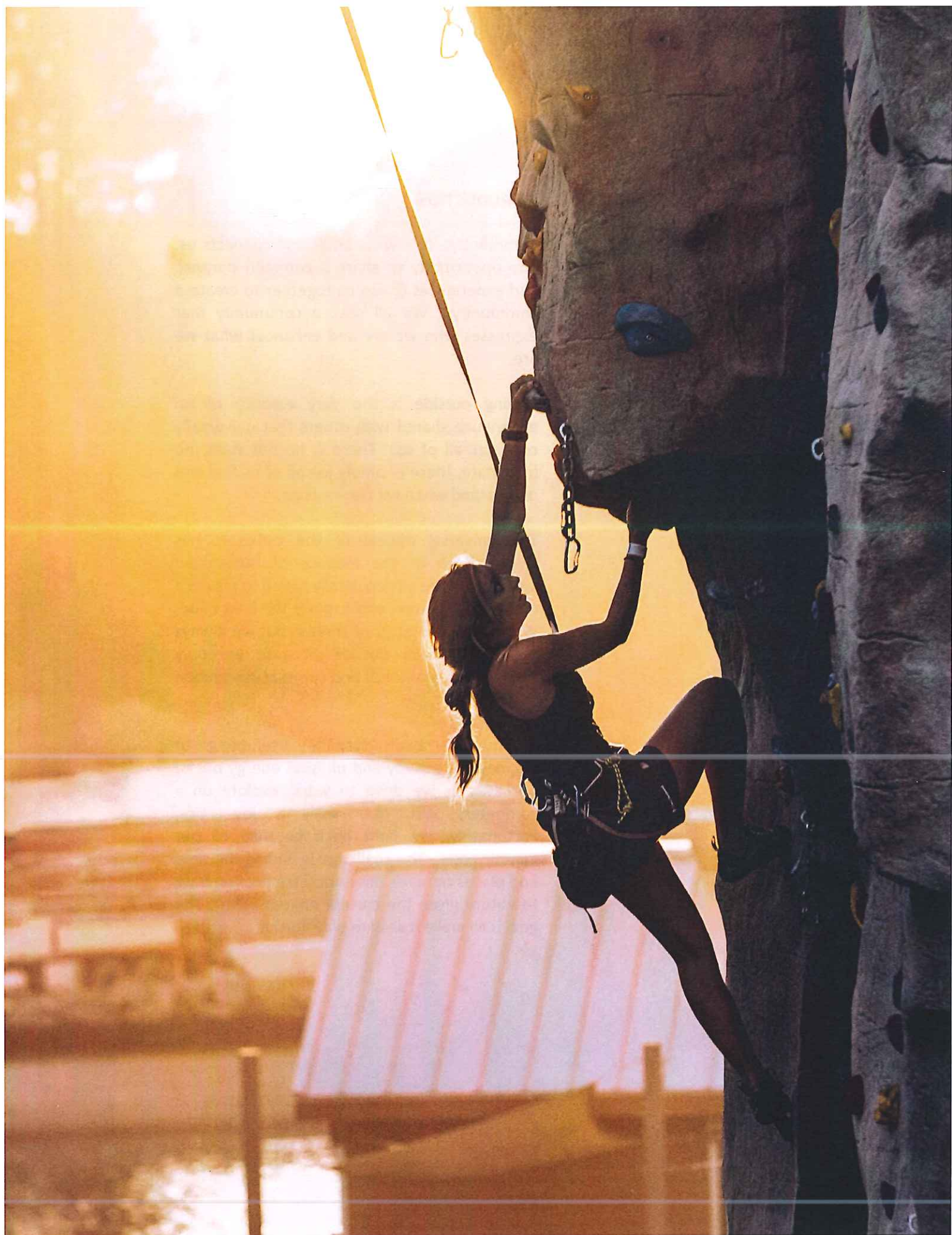
INTRODUCTION

Community. It is what binds and connects us. The opportunity to share a common purpose and experiences draws us together to create a community. We all seek a community that expresses who we are and enhances what we are.

Playing outside is the very essence of an experience shared with others that universally connects all of us. There is no red state, no blue state, there is simply joy all of us feel and understand when we play outside.

The universal appeal of the outdoors has always been at the essence of humankind because we are all genetically coded to play in a creek, climb a tree, and explore the next bend. We seek the comfort of shelter, but we always are drawn back outside because we only survive with a physical and spiritual connection to nature.

Society has been steadily attempting to engineer all activity and physical energy out of our lives as we drive to work, explore on a computer, and play with a joy stick. Fortunately, we fight back because of our genetic code. The challenge is finding the time and places to make this critical connection back to nature given the current environment. The goal is to make it easy to play outside.



The Kansas Outdoor Center is a 1,500 acre facility dedicated to cultivating the outdoor lifestyle and making it easier to play outside. Located just outside of Lawrence, Kansas, the Center will promote the activities and elements commonly associated with the outdoors such as whitewater rafting and kayaking, biking, running, hiking, climbing and paddle boarding. The Center will also provide a place to come together to listen to music, enjoy exciting foods and beverages, and engage others outside. The Center is dedicated to making the outdoors more accessible.

The Kansas Outdoor Center will be a significant part of how Kansas, the City of Lawrence and the region as a whole defines itself to the world as a vibrant and compelling place. Defining itself through the active outdoor lifestyle will draw others to the region and allow those in the area to share experiences and an identity that creates the binds and connections on which to build a strong and appealing community. This will be a community that others will seek to join and make their own.

The following is an outline of the elements and the concepts contemplated for the Kansas Outdoor Center. The Center will need to reflect the particular needs and opportunities of the region and the elements will evolve during the planning and development of the project. This information is intended to provide a framework and a catalyst for creating a defining brand for Kansas and the Lawrence region using the unique and compelling natural elements of Clinton Lake and the surrounding area.



TEAM BACKGROUND AND OUTLINED SCOPE OF SERVICES

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas



RELEVANT EXPERIENCE WORKING TOGETHER

Jeff Wise and Michael Williams have been working together on lifestyle recreation venues since 2002 when they teamed together to design the US National Whitewater Center, located in Charlotte, NC. Not only is the USNWC the world's largest man-made whitewater facility but it is also designated as an official U. S. Olympic Training Site.

The USNWC is designed and operated as a true active outdoor lifestyle center. Every element designed and activity structured is focused on supporting an all-encompassing theme for the active outdoor experience and vibe. Not only is this experience evident during daily activities but also during festivals and large competitive events.

Together we have mastered both the man-made whitewater venue and the outdoor recreational lifestyle experience. Jeff focuses on the operational complexities of the product and Michael focuses on the built environment. This experience and background is required to create a unique experiential "spot on" design solution based on the operational model of not only the whitewater venue and its support elements but all of the desired venues to ensure a profitable and functional legacy project masterplan.

Together with a dedicated team of consultants, we work back and forth between the two environments to ensure that the access, views, participant experience, viewer experience, and operational functionalities are maximized for a comprehensive and cohesive design solution. With the completion of the US National Whitewater Center and the other outdoor / adventure sports oriented projects that we currently have on the boards, Plei has become an industry leader in the design and implementation for outdoor lifestyle facilities.



Team Bios

Jeffrey T. Wise, J.D. *(Managing principal at PLEI)*

Jeff graduated from the University of Richmond and Emory University School of Law. Jeff was in private practice as an attorney in Atlanta, GA for six years and later was part of the start up team that created First Commerce Bank. He later co-founded and became president of Consentsys, a healthcare information systems company. Jeff oversaw and had direct management over all aspects of the development of the US National Whitewater Center starting in 2001 and now oversees all operational aspects of the Center.

Design & Development

Michael Williams, AIA. LEED AP *(Managing principal at PLEI)*

Michael is a registered architect with over 15 years experience designing and project managing various projects throughout the US. He is a graduate of the University of Tennessee and is licensed in over 7 states. He is the architect of record for the US National Whitewater Center. Michael is directly responsible for managing design aspects of all physical, both wet and dry, elements of the projects.

Jeffrey Gustin

Jeffrey graduated from the University of Illinois, Champaign-Urbana with a Master's of Architecture. His vast and varied experience in all aspects of the AEC and development industry has positioned him well as program and process manager. Jeffrey was the project manager for the development of the US National Whitewater Center.

Operations

Jeff Shelton

Jeff is a CPA who graduated from Western Kentucky University. He has worked in financial, operational and development roles for small start-up and large publicly-traded companies including MedCath and PhyCor, two national healthcare companies. Jeff began his career as a certified public accountant with KPMG. Jeff oversees all financial aspects of the US National Whitewater Center.

Jesse Hyde

Jesse graduated from Wake Forest University and received his MBA from the University of North Carolina at Charlotte. Jesse is the marketing and strategic development manager for the US National Whitewater Center.

Mike Kafsky

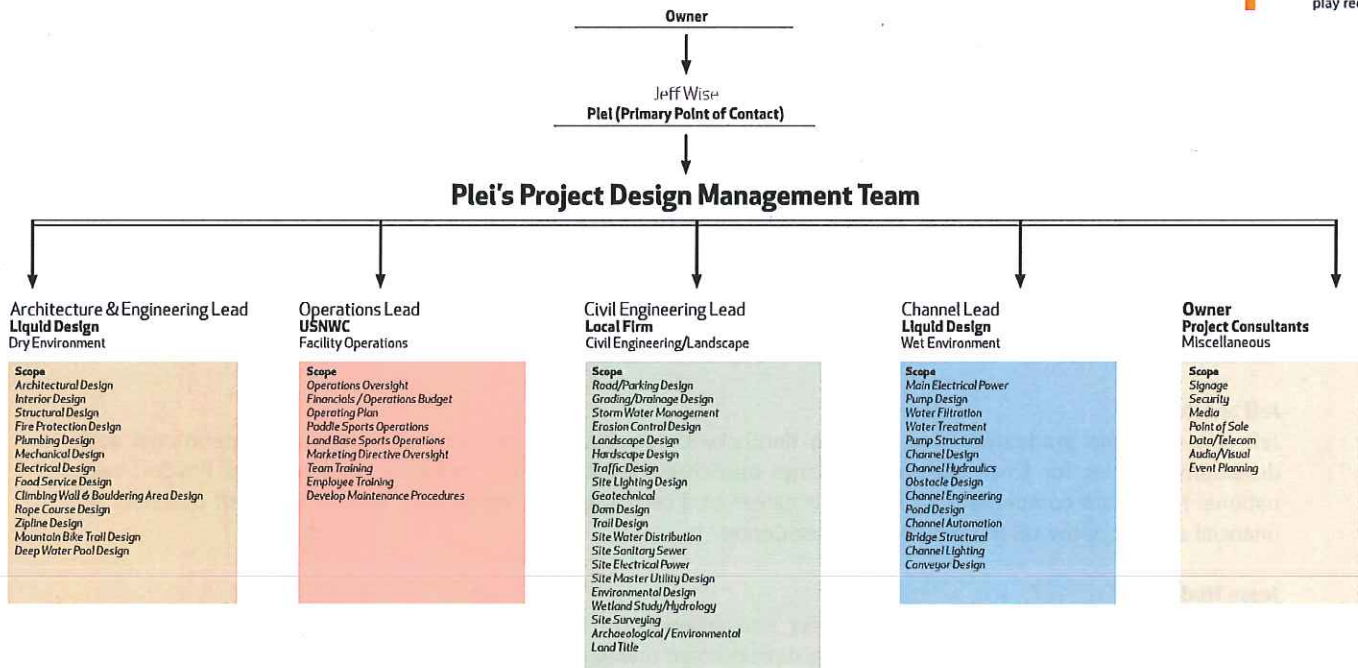
Mike received his Masters Degree in Physical Education & Recreation and his Bachelor of Science Recreation Studies with Concentration in Adventure Recreation, Summa cum Laude, from Ohio University. For over 24 years Mike has worked in the outdoor recreation industry as a guide, instructor, and manager in five states and Canada. Mike currently manages the operations of the US National Whitewater Center.

John Bell

John graduated from Colorado Mesa University with a degree in Parks and Recreation Resource Management. John has been in the outdoor industry with a focus in climbing for over 20 years. He currently manages all land activities at the US National Whitewater Center including the Team Development Center, Trail System, and Climbing Center.

Outdoor Lifestyle Facility

Design Team Organizational Flow Chart



Kansas Outdoor Center

Clinton State Park

28-Sep-16



PROJECT PLAN

I. Development Services / Project Management	
Appraisal	
	Develop high level project vision with Owner/Developer
	Site analysis- project specific
	Oversee the siting process
	Regulatory inventory
	High level operating proforma
	High level development budget
Strategic Briefing	
	Detailed program
	Coordinating with Owner/Developer to integrate design and operation with the overall goals and objectives of the Development
	Identify and hire design team
	Develop project schedule
	High level value engineering
	Sustainable development policy/opportunities
	Preliminary identification of key materials
Management	
	Manage all contracts for all design team members
	Coordinate and manage the design schedule with the various design team members and the Owner and GC
	Serve as liaison between design team, Owner and GC

Notes:

Project communication will be consistent with the project team organization structure.

Design leads are responsible for generation of specifications consistent with their outlined scope.

Design leads are responsible for ALL permitting and approval processes applicable to their outlined scope.

Kansas Outdoor Center

Clinton State Park

28-Sep-16



PROJECT PLAN

II. Design - Pre-Construction and Construction Period	
Whitewater Course	
	Channel Layout Design
	Channel Obstacle Design
	Channel Structural Design
	Pond Design
	Dam Design
	Water Filtration Design
	Channel Hydraulic Design
	Pump Design
	System Power Design
	Channel Automation
	Conveyance System
Site Development, Infrastructure and Utility Design	
	Outstanding Due Diligence/ Site Analysis
	Survey Coordination
	Geotechnical Analysis
	Environmental/ Wetland Analysis
	Grading/Drainage Design (establish ALL site and building elevations)
	Storm Water Management Design
	Erosion Control Design
	Streetscape/Hardscape Design (including patios, plazas, walks and circulation paths)
	Hiking and Biking Trail Design
	Landscape Design (inclusive of areas within channel envelope)
	Irrigation Design (if required by Owner)
	Traffic Analysis
	Parking Area Design
	Service Drive Design
	Interior Flatwater Service Drive Design
	Road Design entrance road (including bridges, culverts, and intersections)
	Coordination of entranceways
	Drainage Design entranceways and parking lot
	Grading for entrance road and parking areas
	Site Water Distribution Design
	Site Sanitary Sewer Collection and Disposal System Design
	Site Electrical Power Design
	Site Natural Gas Design
	Site Master Utility Design
	Site Electrical Lighting Design

Building Design	
	Architectural
	Interior Design
	Kitchen Design
	Structural
	Fire Protection
	Plumbing
	Mechanical
	Electrical
	Interior Lighting Design
Specialty Design	
	High Ropes and Climbing Design
	Trail Layout
	Zipline Tower Systems
	Signage
	Security
	Media/ Audio/ Visual
	Point of Sale
	Data/ Telecommunication
	Archaeological
	Furniture

Notes:

Project communication will be consistent with the project team organization structure.

Design leads are responsible for generation of specifications consistent with their outlined scope.

Design leads are responsible for ALL permitting and approval processes applicable to their outlined scope.

Kansas Outdoor Center

Clinton State Park

28-Sep-16



PROJECT PLAN

III. Operations	
	Coordinate with design team to integrate design with operations
	Provide supporting services for project financing
	Development of detailed proforma
	Creation of operating budget
	Creation of operating plan
	Recruit operations team
	Hire and train all employees
	Development of marketing plan and materials
	Establish financial controls and management procedures and systems
	Develop and implement risk management procedures and safety plan
	Development of operations reports and analytics
	Creation of materials and equipment list and procurement of same
	Establish vendor relations
	Develop maintenance plans and procedures
	Market and manage sponsorships
	Develop professional affiliations (e.g. ICF)
	Coordinate with the design and construction team to facilitate the transfer from development to operations
	Oversight of day to day operations upon opening of the resort
	Work with design and construction team regarding the staging of the resort



PROJECT SCOPE REQUIREMENTS

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas

Kansas Outdoor Center

Clinton State Park

28-Sep-16



SCOPE REQUIREMENTS

FACILITY PROGRAM

NET SF.

1. WHITEWATER SYSTEM

- 1.1 UPPER POND (w/ 21 to 25 feet of Head) (+/-1 ACRES)
- 1.2 (3) ACTIVE CHANNELS (+/-4,800 LF)
- 1.3 LOWER POND (+/-4 ACRES)
- 1.4 CHANNEL EQUIPMENT STORAGE 800 SF
- 1.5 PUMP STRUCTURE AREA (w/ 7 to 8 pumps) AS REQUIRED
- 1.6 CONVEYOR BELT SYSTEM (1) ACTIVE
- 1.7 ELECTRICAL SUBSTATION AS REQUIRED
- 1.8 WATER TREATMENT SYSTEM AS REQUIRED
- 1.9 HEAD GATES (3) ACTIVE
- 1.10 HEAD GATE EQUIPMENT VAULT (3) 80 EACH

2. RIVER CENTER (Point of Entry)

16,200

- 2.1 WELCOME AREA / PRIMARY CHECK-IN (Exterior Space) 2400
- 2.2 RETAIL / GUEST SERVICES / TICKETING 8000
- 2.3 RESTROOM & CHANGING AREA (w/ Showers) 4600
- 2.4 STORAGE / LOCKER RENTAL 1200

3. KAYAK BOATHOUSE

3,800

- 3.1 KAYAK STORAGE 1600
- 3.2 EQUIPMENT STORAGE 400
- 3.3 CHECK-IN 800
- 3.4 OFFICES 100
- 3.5 RESTROOMS 400
- 3.6 PERSONAL LOCKER AREA 400
- 3.7 JANITORS CLOSET / SERVER ROOM 100

4. RAFTING BOATHOUSE 5,520

- 4.1 RAFT STORAGE 2800
- 4.2 RAFT EQUIPMENT STORAGE 1000
 - PERSONAL FLOATATION DEVICE (P.D.F.) STO. 400
 - HELMET STORAGE 200
 - PADDLE STORAGE 200
 - COLD WEATHER CLOTHING 200
- 4.3 REPAIR AREA 800
- 4.4 RESTROOMS 400
- 4.5 GUIDE LOUNGE 120
- 4.6 FIRST AID STATION 120
- 4.7 JANITORIAL / SUPPLY CLOSET 80
- 4.8 OFFICE (SHARE WITH KAYAK) 200

5. FLATWATER BOATHOUSE 4,700

- 5.1 BOAT STORAGE 2100
- 5.2 EQUIPMENT STORAGE 500
- 5.3 ADMINISTRATIVE AREA 100
- 5.4 CHECK-IN 800
- 5.5 RESTROOMS 400
- 5.6 PERSONAL LOCKER AREA 400
- 5.7 ORIENTATION AREA (COVERED) 400
- 5.8 DOCK AREA TBD

6. CLIMBING CENTER / DEEP WATER SOLO 2,240

- 6.1 CHECK-IN / ORIENTATION 1200
- 6.2 CLIMBING AREA (+/- 12,000 SF OF CLIMBING SURFACE) TBD
- 6.3 STORAGE 120
- 6.4 RESTROOMS 400
- 6.5 PERSONAL LOCKER AREA 400
- 6.6 ADMINISTRATIVE AREA 120
- 6.7 BOULDERING GARDEN (+/- 6,000 SF OF SURFACE) TBD
- 6.8 DEEP WATER SOLO WALL AND POOL AREA TBD

7. SITE MAINTENANCE AND REPAIR FACILITY**7,060**

• 7.1 OFFICE AREA	400
• 7.2 REPAIR SHOP	600
• 7.3 TOOL STORAGE	400
• 7.4 GENERAL STORAGE (COVERED AREA)	4000
• 7.5 GARAGE	1600
• 7.6 EMPLOYEE RESTROOM	60
• 7.7 YARD STORAGE	TBD

8. BIKE / TRAIL / HIGH ADVENTURE CENTER**4,940**

8.1 BIKE STORAGE	1800
8.2 EQUIPMENT STORAGE	400
8.3 REPAIR AREA	900
8.4 RESTROOMS	400
8.5 ADMINISTRATIVE AREA	120
8.6 PERSONAL LOCKER STORAGE	400
8.7 JANITORIAL / SUPPLY CLOSET	120
8.8 CHECK-IN AREA	800
8.9 HIGH ADVENTURE SYSTEMS	TBD

9. ADMINISTRATION OFFICE BUILDING**15,000**

9.1 PRIVATE OFFICE SPACE	2,000
9.2 OPEN OFFICE SPACE	10,000
9.3 SMALL CONFERENCE ROOM (2 @ 200 SF EACH)	400
9.4 LARGE CONFERENCE ROOM	800
9.5 WORK / COPY ROOM	180
9.6 KITCHENETTE	140
9.7 JANITORIAL / SUPPLY CLOSET	80
8.8 NETWORK ROOM	80
8.9 RESTROOMS	360
8.10 STORAGE	400

8.11 MECHANICAL / ELECTRICAL ROOM	160	
8.12 ENTRY / RECEPTION	400	
10. BOATER ORIENTATION AREA (2 @ 1,200 EA) (adj. to the raft equipment)		2,400
11. VEHICULAR BRIDGE OVER CHANNEL (2-3)		TBD
12. PEDESTRIAN BRIDGES OVER CHANNEL (4-6)		TBD
13. CONFERENCE CENTER / MEETING FACILITY (expandable for future growth)		12,000
13.1 CHECK-IN / PRIMARY ENTRY GATHERING SPACE	2600	
13.2 MEETING SPACE	6000	
13.3 STORAGE	1200	
13.4 OFFICES	150	
13.5 RESTROOMS	1200	
13.6 FOOD PREP / RECEIVING AREA	600	
13.7 JANITORS CLOSET / SERVER ROOM	250	
13.8 EXTERIOR PATIO AREA	TBD	
14. RESTAURANT (w/ extensive outdoor patio environment)		6,000
14.1 DINING AREA	3200	
14.2 BAR	400	
14.3 KITCHEN	1000	
14.4 STORAGE	400	
14.5 RESTROOMS	600	
14.6 GRAB AND GO FOOD BAR	400	
14.7 EXTERIOR PATIO AREA	TBD	
15. PRIMARY FOOD SERVICE / CATERING KITCHEN (connected to restaurant)		6,000
15.1 CATERING KITCHEN	2000	
15.2 DRY STORAGE	1500	
15.3 REFRIGERATION STORAGE	1200	
15.4 OFFICES	100	
15.5 CLEANING	600	
15.6 MECHANICAL / ELECTRICAL	600	

15.7 LOADING DOCK / TRASH REMOVAL	TBD	
16. ADVENTURE PAVILIONS (w/ fireplaces and adjacent fire pits)		9,500
16.1 COVERED PAVILION SPACE (3 @ 2,400 SF EACH)	7,200	
16.2 STORAGE	1,000	
16.3 KITCHETTE / FOOD PREP	420	
16.4 JANITORIAL	80	
16.5 RESTROOMS	800	
16.6 EXTERIOR PATIO SPACE	TBD	
17. BIERGARTEN (w/ extensive outdoor patio environment)		5,200
17.1 KITCHEN	800	
17.2 BAR	600	
17.3 DRY STORAGE	600	
17.4 REFRIGERATION STORAGE	600	
17.5 RESTROOMS	800	
17.6 OFFICE	200	
17.7 COVERED DINING / PATIO AREA	1600	
17.8 EXTERIOR PATIO AREA	TBD	
18. STAGE AREA for events (w/ lawn seating)		3,600
19. AMPITHEATER INFRASTRUCTURE (support for stage area)		TBD
20. NATURAL TRAIL SYSTEM		TBD
21. SITE LIGHTING		as required
22. PARKING- Permanent		1,000 spaces
23. PARKING- Event / Overflow		2,000 spaces
24. Driveway Entry Gate Kiosks (3 permanent with bypass)		2,000 spaces

Kansas Outdoor Center

Clinton State Park

28-Sep-16



BUSINESS UNIT REQUIREMENTS

1. PADDLESPORTS		Item	Qty	Capacity	Daily Capacity
Rafting					
Rafts	8 Person	50	400	4,800	
	6 Person	10	60	720	
	4 person	6	24	288	
	Total	66	484	5,808	
Helmets		600			
Paddles		500			
PFDs		600			
Rafting Capacity (per Time Slot)		Time Slots	Boats per Slot	Daily Capacity	
		44	13	4576	
Kayaking					
Boats		80			
Paddles		80			
Skirts		80			
PFDS		80			
Helmets		90			
Flatwater					
Single Kayaks		100			
Tandem Kayaks		24			
SUP's		130			
Flatwater PFD's		500			
Flatwater Kayak Paddles		175			
Flatwater SUP paddles		150			

2. LAND SPORTS

Climbing

Roped Climbing Surace	13000 sq ft
Max Height	45/50 ft
Average Height	36 ft
Routes	35
Bouldering Surface	2500 sq ft
Max Height	13 ft
Avg Height	13 ft
Routes	25

Zip Lines

Dual Direction (Quads)	3
Distance	1,000-2,000 ft
Max Height	100 ft
Avg Height	50 ft

High Ropes

Continuous Belay Courses	7
--------------------------	---

Avg # stations	15	
Jumps	3	
Harnesses	700	
Helmets	700	
Auto Belays/Brakes	38	
Power Fans	3	
Deep Water		
Walls	5	
Average Height	30 ft	
Max Height	45 ft	
Routes	10	
Bikes and Trail Center		
Fleets Bikes	150	
Upgrades	50	
Repair Stations	4	
Beer and Snacks		
Trail length	>12 miles	

3. FOOD AND BEVERAGE

Full Service Restaurant

Indoor Seating Capacity	125
Outdoor Seating Capacity	200
Seated Bar Area Capacity	25
Covers	2,500

Biergarten

Indoor/Covered Seating Capacity	150
Outdoor Seating Capacity	300
Seated Bar Area Capacity	25
Food Covers	2,500
Beverage Covers (Units)	15,000

Catering Kitchen

Cooking Area (Hood Vented linear foot)	50 ft
Refrigeration Capacity Sq ft	1500

Additional F&B Units to Increase Capacity on Ad-hoc Basis

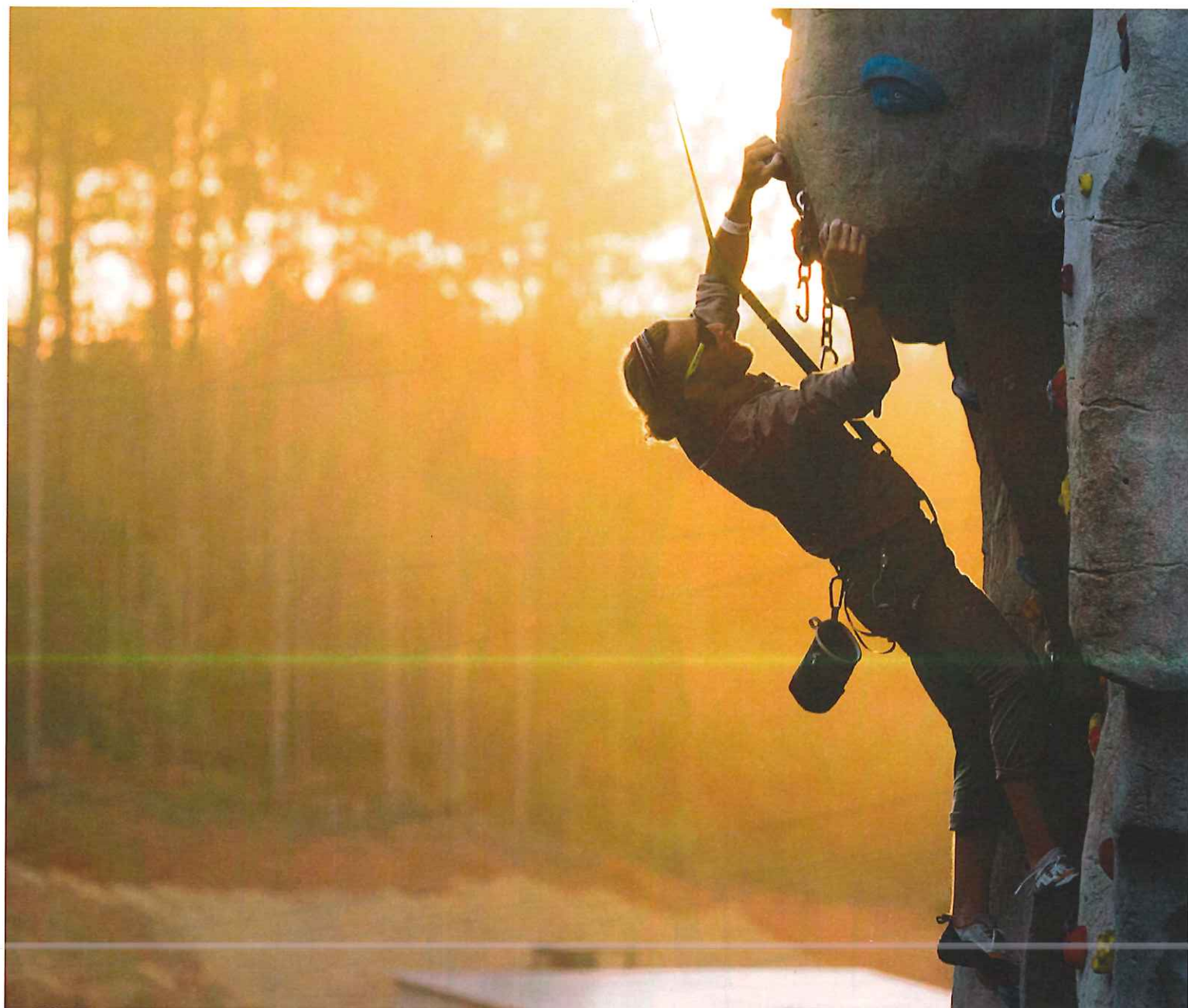
Meeting Facilities

Main Conference Facility Seating Capacity		400
Indoor/Outdoor Facility	3	125 each

4. OTHER OPERATIONAL ELEMENTS

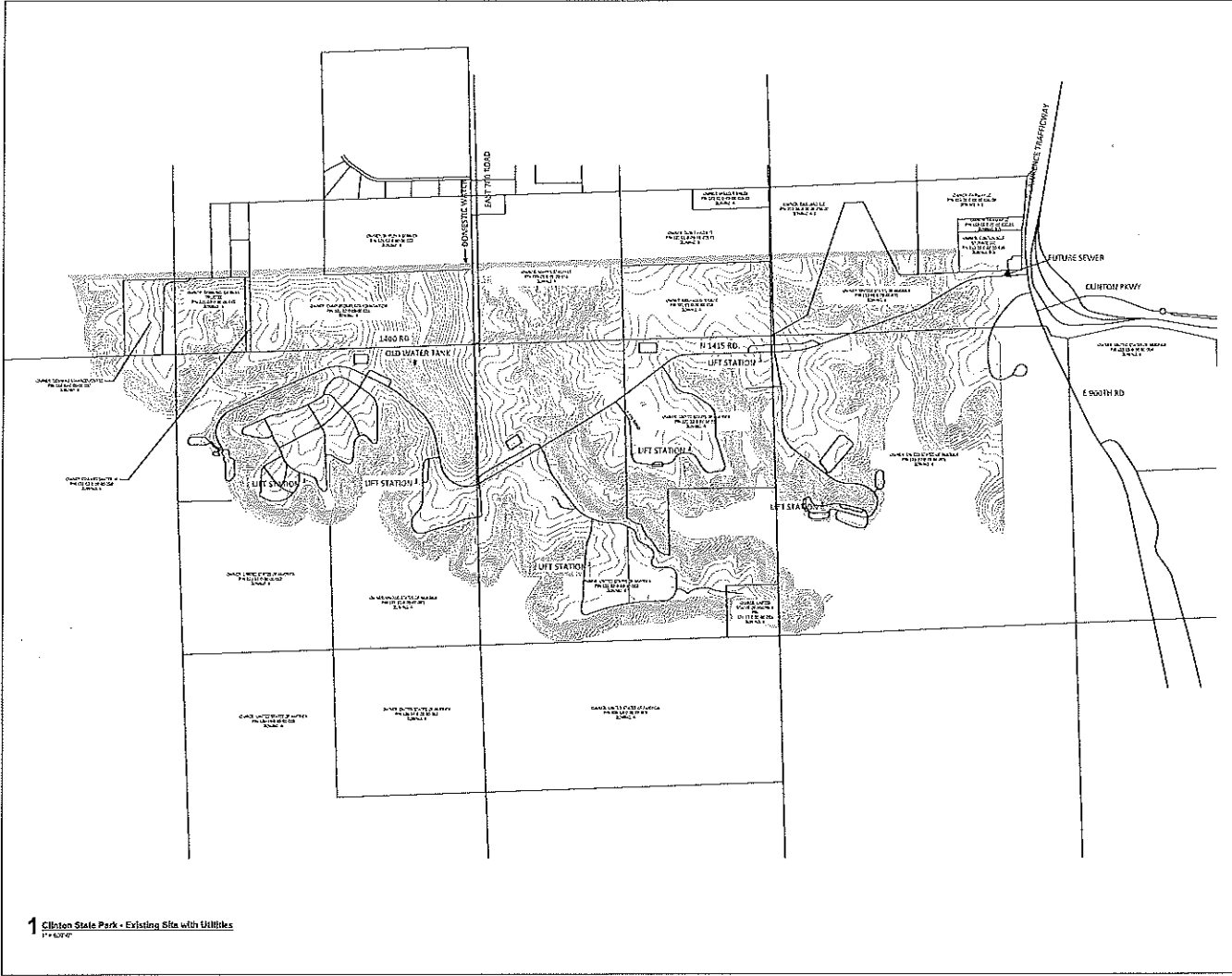
Waste Management	2	30 yard
Loading Dock	3	Bays
General Storage		5,000 sq ft





CONCEPTUAL DESIGN

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas



**Liquid
DESIGN**

LANDSCAPE ARCHITECTS

1000 N. 10th St., Suite 100
Olathe, KS 66061
Phone: 913.766.1111
Fax: 913.766.1112
www.liquiddesign.com

David L. Smith
Professional Engineer
No. 10000
Exp. 12/31/2024

KANSAS OUTDOOR CENTER

CLINTON STATE PARK, KANSAS

PROJECT # 2000

DATE: 10 September 2018

Existing Site Plan

as shown on sheet P-101 change
P-101/102

A1

KANSAS OUTDOOR CENTER

Clinton State Park

9/28/2016



Zoning Summary

The five parcels that make up Clinton State Park are located in Douglas County, Kansas and are zoned Agricultural (A). The adjoining parcels are zoned A, Suburban Home Residential District (A-1), and Limited Business District (B-3).

Allowable Uses

12-306-2.14. Public parks, playgrounds, golf courses (public or private, except miniature golf courses, putting greens, driving ranges, and similar activities operated as a business), non-profit, non-governmental, public recreation facilities, and community buildings.

The zoning ordinance limits buildings in the Agricultural zoning district to 35' height and 2.5 stories.

Setbacks

On all Federal, State and County highways, as designated on the Zoning Map of Douglas County, the Base Setback Line shall be located at a distance of sixty feet from the center line of the highway, plus the front yard requirements of Section 12-318-1 unless the right-of-way is in excess of 120 feet. In cases where the established right-of-way is in excess of one hundred and twenty feet, the Base Setback Line shall be one half of the established right-of-way plus the requirements of Section 12-318-2.

On all Township Roads and Section Line Roads, as designated on the Zoning Map of Douglas County, the Base Setback Line shall be located at a distance of forty feet from the centerline of the Road.

On all other streets, which shall be designated local streets and roads on the Zoning Ordinance Map of Douglas County, the Base Setback Line shall be located thirty-five feet from the centerline of such street or seventy feet from the center point of a cul-de-sac, unless specifically designated otherwise by action of the Board of County Commissioners.

Parking

Parking descriptions in the county ordinance describe some of the proposed uses but does not include a parking requirement for event or park space. Requirements for some uses below:

Use	Required Auto Parking	Required Bike Parking
Office or office building, studio, or clinic	1 per 400 sq. ft. of floor area	3 spaces minimum
Restaurant or other establishment for consumption of food or beverages on the premises	1 per 100 square feet	

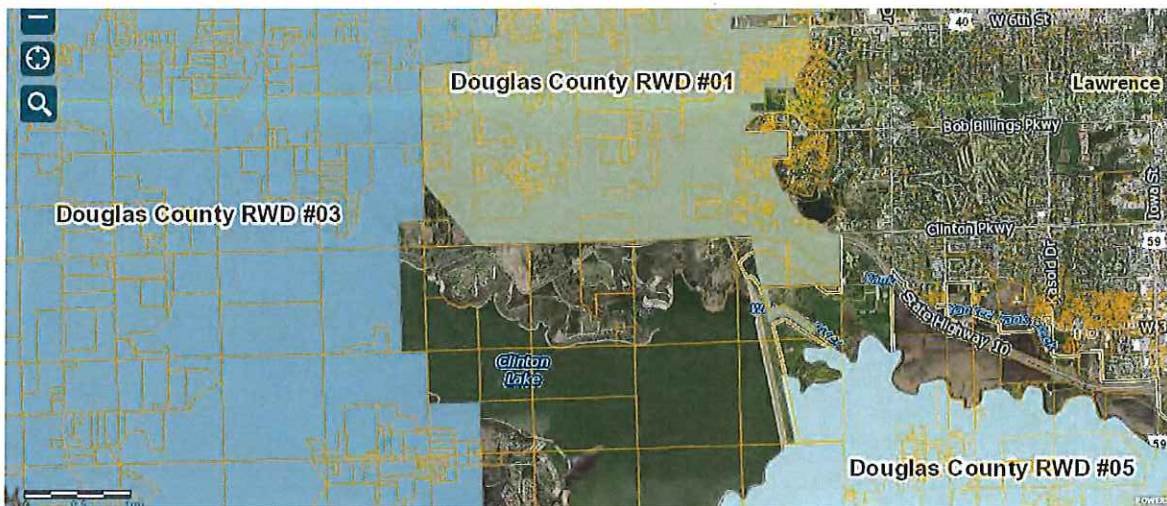
Retail store	1 per 200 square feet of floor area	
--------------	-------------------------------------	--

The City of Lawrence Zoning Ordinance provides a parking requirement that may be useful for planning purposes:

Use	Required Auto Parking	Required Bike Parking
Event Center, Large	1 per 4 Occupants	1 per 10 Max Occupancy
Participant Sports & Recreation	1 per 500 SF activity area	1 per 10 Auto Spaces

Utilities

Clinton State Park is not located within City of Lawrence however water is provided from East 700 Road. The service line size will need to be verified.



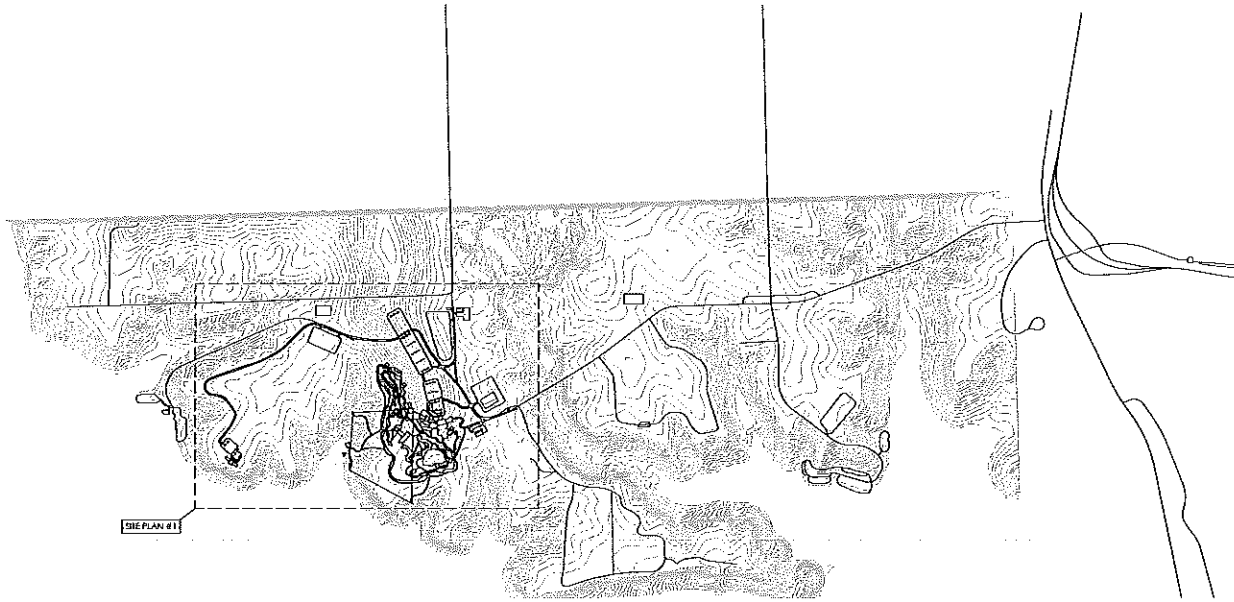
The park currently provides sanitary sewer treatment on site.

Future sanitary sewer treatment must be determined.

Per Zoning Ordinance, Plans for a proposed Septic lateral system and community water sources shall be approved by the Health Authority. Standards are available at the Lawrence-Douglas County Health Department.

1 Clinton State Park site reference map

not to scale - contours represent 1' change in elevation



Kansas Outdoor Center
Clinton State Park, Kansas

DATE: 26 SEPTEMBER 2018

PROJECT # 15400

Liquid
DESIGN

1402 N. 200TH ST. SUITE 100
OKLAHOMA CITY, OK 73124

TEL: 405.274.2742
WWW.LIQUIDDESIGN.NET

PROJECT MANAGER
www.liquiddesign.net

ALL RIGHTS RESERVED BY LIQUID DESIGN, INC. NO PART OF THIS DOCUMENT
OR THE INFORMATION CONTAINED HEREIN MAY BE REPRODUCED OR
TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR
MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY
INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE
WRITTEN PERMISSION OF LIQUID DESIGN, INC.



KANSAS OUTDOOR LIFESTYLE CENTER

CLINTON STATE PARK, KANSAS

DATE: 09-12-2016



1 Site Plan
1" = 400'-0"

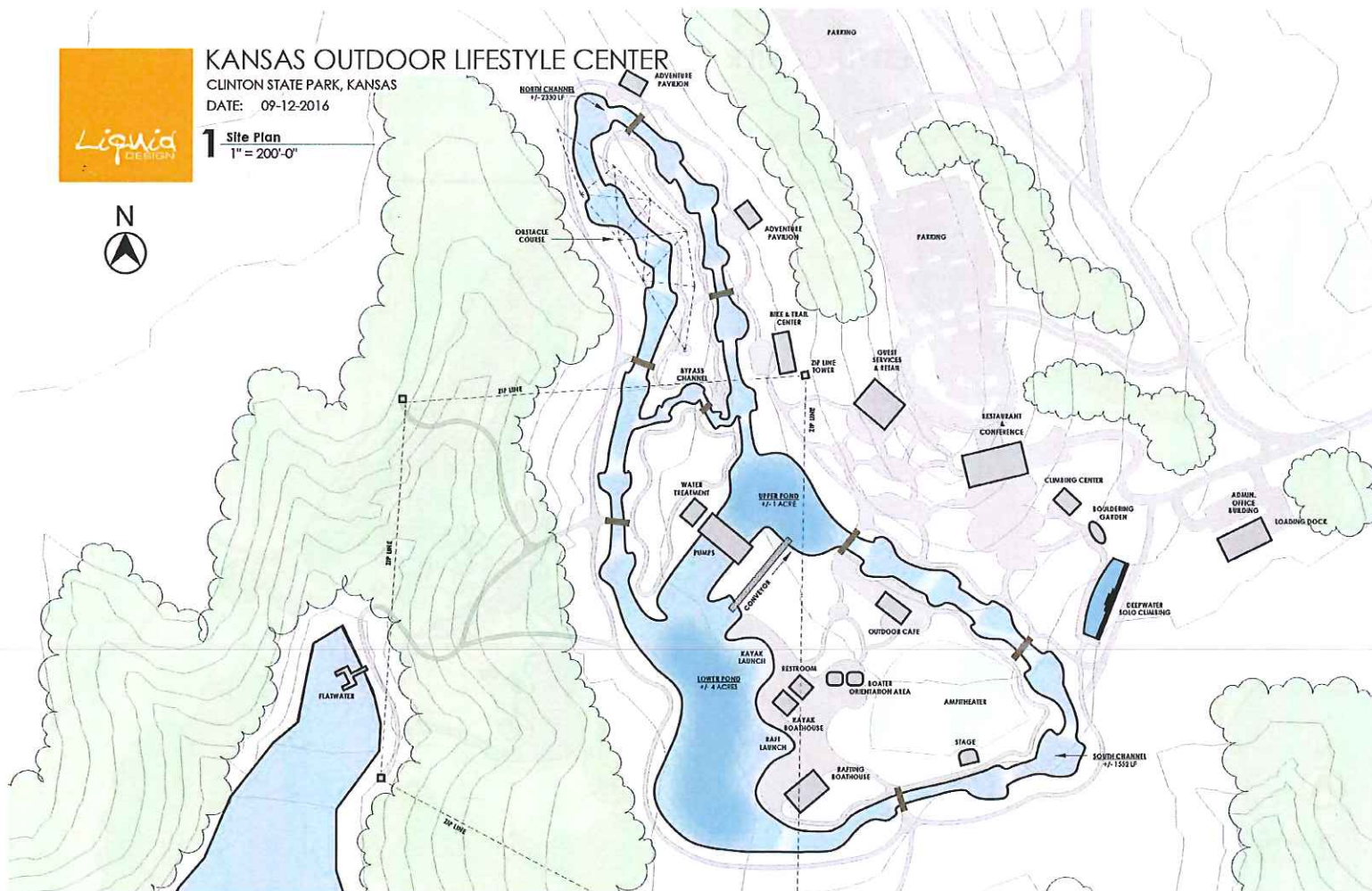


KANSAS OUTDOOR LIFESTYLE CENTER

CLINTON STATE PARK, KANSAS

DATE: 09-12-2016

1 Site Plan
1" = 200'-0"





Kansas Outdoor Center
masterplan 9/28/2016

plei
play redefined

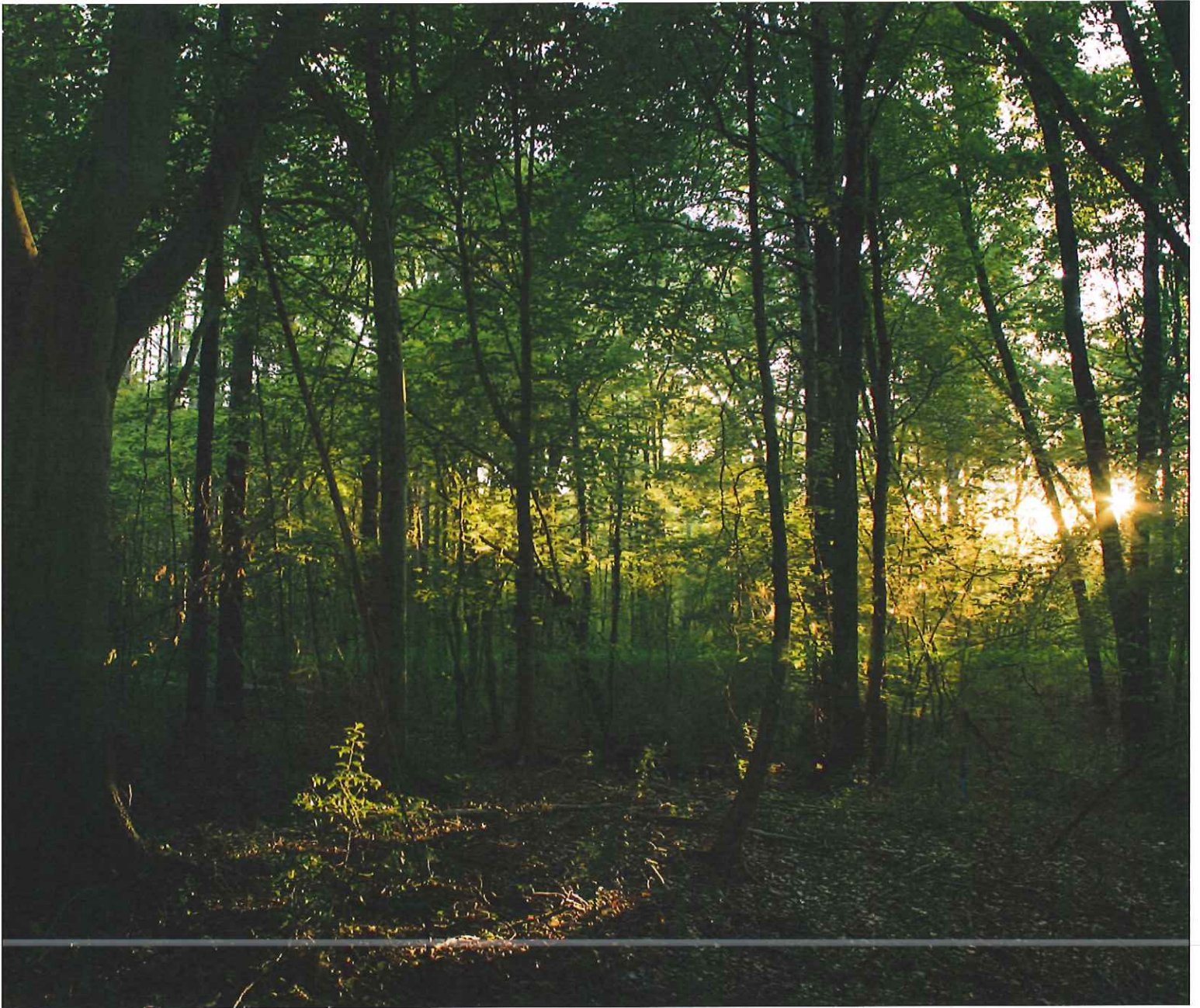




Kansas Outdoor Center
entrance [9/28/2016]



Kansas Outdoor Center
channel view [9/28/2016]



PROJECT BUDGET

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas

Kansas Outdoor Center

Clinton State Park

28-Sep-16



PRELIMINARY PROJECT BUDGET

CONSTRUCTION

Construction Fees	\$	4,100,000
Whitewater System	\$	10,500,000
River Center (Point of Entry)	\$	4,000,000
Climbing Center/DeepWater Solo	\$	4,500,000
High Adventure Systems	\$	3,200,000
Rafting Boathouse	\$	750,000
Kayak Boathouse	\$	600,000
Bike/Trail Center	\$	700,000
Boater Orientation Bldgs	\$	250,000
Site Maintenance & Repair Facility	\$	600,000
Adventure Pavilion Complex	\$	1,500,000
Sitework	\$	11,500,000
Administration Office Building	\$	2,700,000
Flatwater Boathouse	\$	1,200,000
Conference Center/Meeting Facility	\$	3,750,000
Restaurant	\$	2,000,000
Primary Food Service/Catering Kitchen	\$	2,000,000
Biergarten	\$	1,500,000
Stage	\$	300,000
Amphitheater Infrastructure	\$	500,000
Site Lighting	\$	250,000
Bridges	\$	550,000
Total Construction Costs		\$ 56,850,000

DEVELOPMENT COSTS

Architecture and Engineering	\$	3,750,000
Project Management	\$	1,100,000
Materials Testing and Inspection	\$	200,000
Financing & Legal	\$	150,000
FF&E	\$	4,750,000
Total Development Costs		\$ 10,250,000

PROJECT CONTINGENCY

Contingency (5%)	\$	2,842,500
------------------	----	-----------

Total Project Cost	\$	69,942,500
--------------------	----	------------

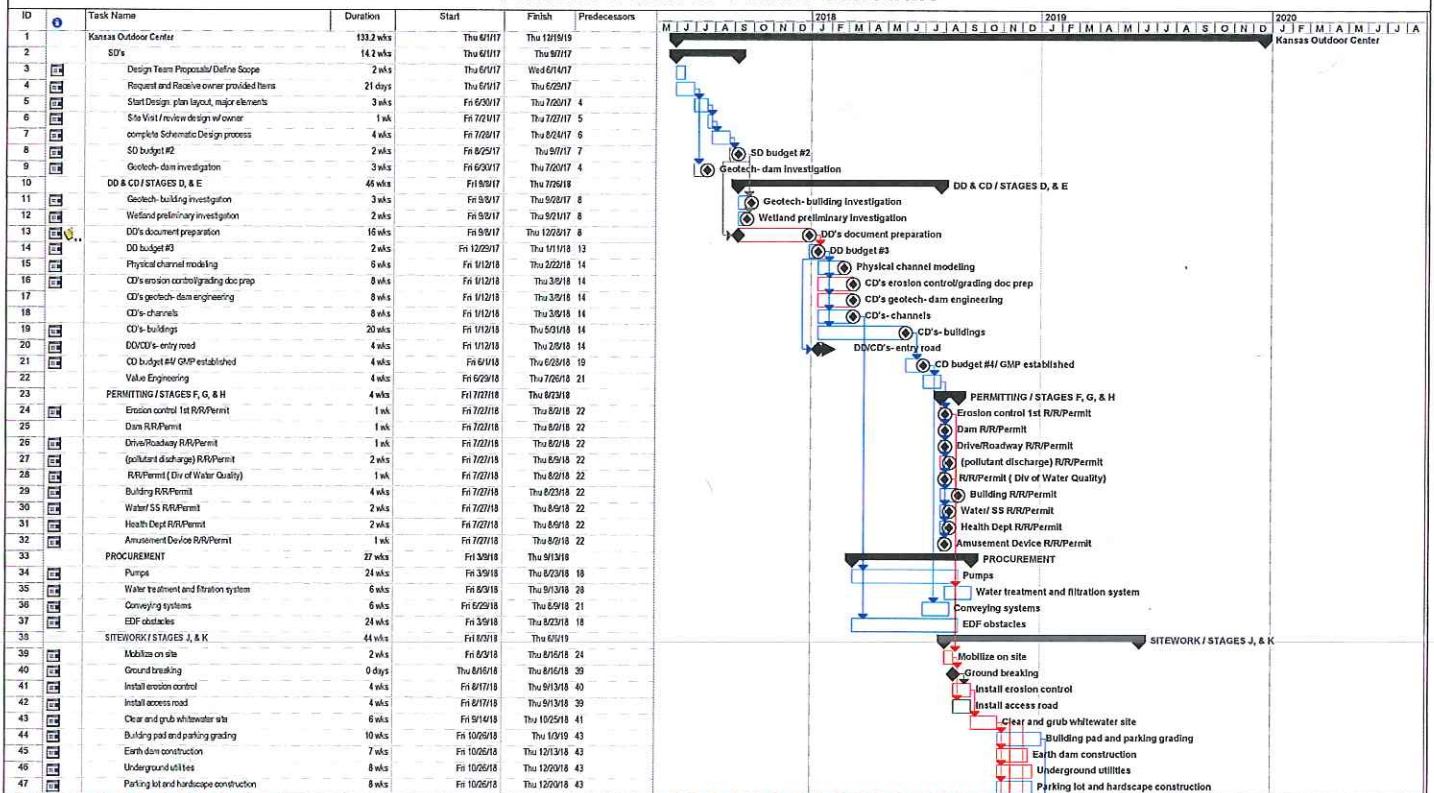




PROPOSED PROJECT SCHEDULE

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas

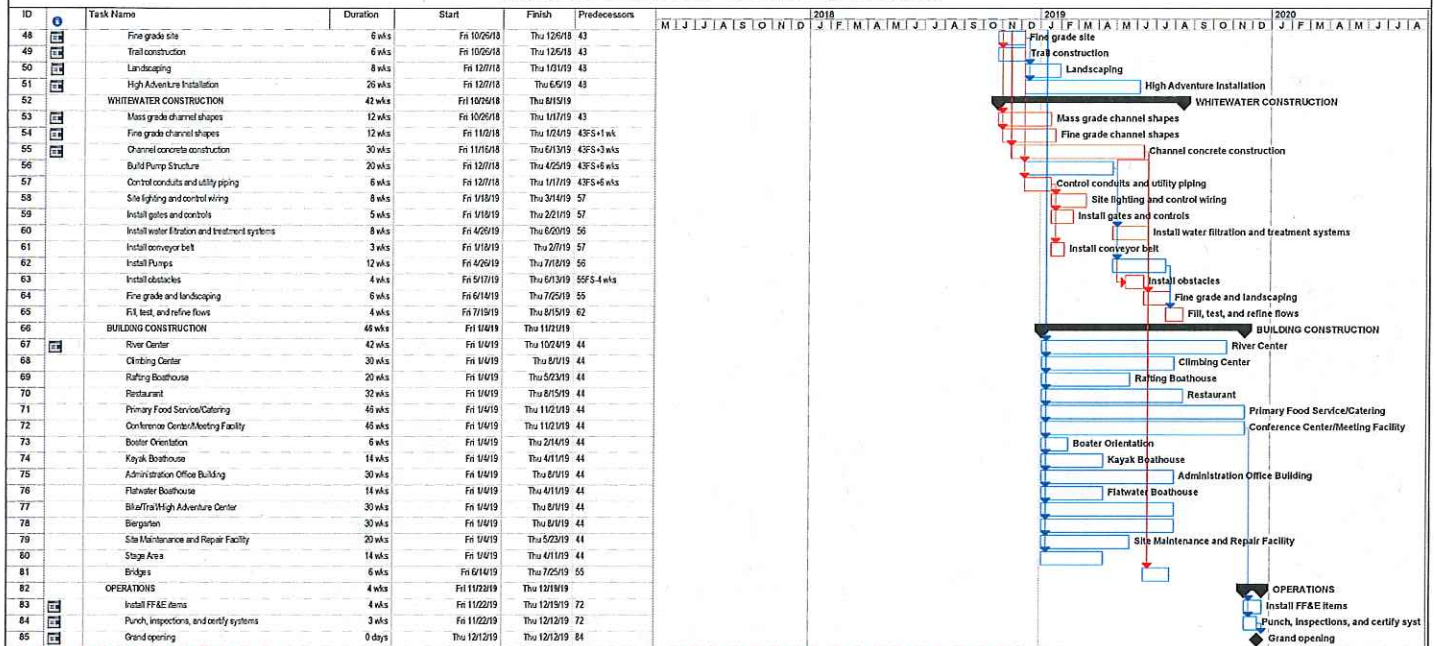
Kansas Outdoor Center schedule



Date: Thu 9/28/16

Task Split Progress Milestone Summary External Tasks Deadline

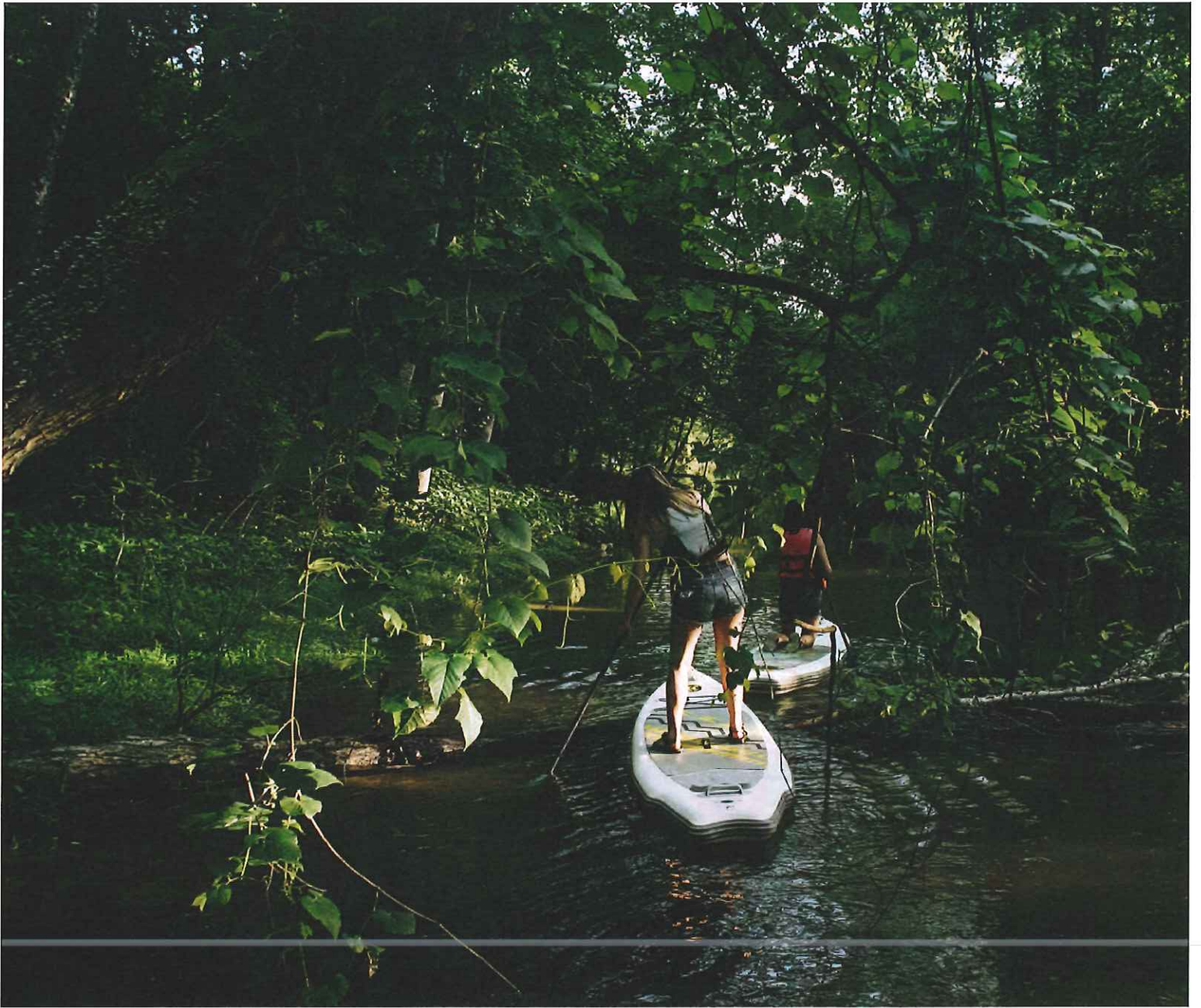
Kansas Outdoor Center schedule



Date: Thu 9/29/16

Task Split Progress Summary External Tasks Deadline

Milestone Project Summary External Milestone



BUSINESS PLAN

KANSAS OUTDOOR CENTER
Clinton State Park, Kansas

Executive Summary

The Kansas Outdoor Center is a sports and entertainment facility focusing on the outdoor lifestyle. The Center offers a multitude of outdoor sports such as whitewater and flatwater rafting/canoeing/kayaking, climbing, mountain biking, hiking, aerial adventure courses and trail running, with a multi-channel recirculating whitewater river serving as a central element. The Center will also offer other elements to support the outdoor lifestyles such as food and beverage, music, and other hospitality elements.

Revenues are based on a "day visit" style of operation such as that associated with ski resorts. This approach incorporates all of the activities for one price and the activity passes generate approximately 50% of the revenues. The other hospitality elements such as the conference elements, food and beverage, and retail comprise the majority of the remaining revenue sources.

The primary goals and objectives for the Center are:

- To serve as an economic development generator for the state and region
- Provide a compelling brand and increase the quality of life for the community
- Operate in a financially responsible and sustainable manner.

The target market for the Kansas Outdoor Center is anyone who likes to play outside. This is a vast market since humans are genetically coded to play and engage their environment. Therefore the market focus is on families with higher than average household incomes due to their greater resources necessary to recreate. Drilling down further, the female head of household and females in general are the primary target due to their tendency to drive the decision making for quality of life decisions and use of disposable income. Other market segments include active young adults of both genders and younger customers who can motivate their families to engage the brand.

Approximately 60% of the visitors will come from a two hour drive of Lawrence, Kansas. The local visitors will also drive a significant portion of the visitors coming from well outside of the region as these visitors are looking for unique and compelling experiences when visiting Kansas friends and family. The goal is to create a compelling experience that drives repeat visits and inspiring the locals to show off and share their favorite unique place with their visitors. The Kansas Outdoor Center will strive to be the place that Kansans believe represents who and what they are as an active and vibrant community.

The Kansas Outdoor Center represents an investment of over \$50,000,000 to develop in order to create the compelling destination described here. Visitor-ship should exceed 750,000 annually and over 1,000 people will be employed directly at the Center. The gross revenues should eventually exceed \$20,000,000 with over \$5,000,000 in net income annually.

The payoff to the State of Kansas, the City of Lawrence and the surrounding community will be the ability to define itself to the world as vibrant and exciting place to live and visit. The key to success for these communities in the future will be to attract and retain the best talent in the marketplace as today's workforce is ever more mobile. The active outdoor lifestyle is universally appealing to the generations of talent that are making decisions as to where they wish to make their mark on the world. Kansas and Lawrence have natural assets that can be leveraged in order to create an extremely

attractive draw to those seeking the outdoor lifestyle. The Kansas Outdoor Center is a substantial opportunity to enhance those assets and become the place and the brand that tells the market that this is the place to be.

Business Description

The State of Kansas along with the City of Lawrence, Kansas are considering developing an Outdoor Center at Clinton State Park (alternatively, the "Business"). The initial driver of the Outdoor Center concept has been the opportunity to utilize Clinton Lake and the surrounding undeveloped area, as a means of creating a recreation attraction of a national stature.

The Kansas Outdoor Center is a multi-sport facility focusing on outdoor recreation. These are human powered activities that take place outdoors and include: whitewater and flatwater rafting/canoeing/kayaking, climbing, mountain biking, hiking, aerial adventure courses, trail running and other elements as well. The key here is that no one activity is required but there must be a multitude of activities to support an active outdoor lifestyle.

In addition to the multiple sports, the Kansas Outdoor Center will also offer other elements to support the outdoor lifestylesuch as food and beverage, music, and other hospitality elements. These elements are critical parts of the lifestyle since the opportunity to relax and recover is as much a part of the outdoor experience as the sports themselves. The best example of this concept is relaxing by the campfire after a day in the woods backpacking, paddling etc. The ability to relax is the payoff for the work on the front end.

Making sure to offer a complete outdoor lifestyle experience is absolutely essential to the success of the Kansas Outdoor Center. Going only part of the way there will not offer enough to drive the guest for repeat experiences. In addition to the multiple elements, a real focus on creating an authentic experience is indispensable as well. This means the Center will not "dumb down" the experience by offering halfhearted or gimmicky attempts at the activities. The market knows the real deal and they will only accept this "urban" or manmade substitute if it is close in kind and effect to the "real" experience.

The Kansas Outdoor Center's operating model is focused on a multi-channel recirculating whitewater river that is a part of a much larger outdoor recreation playground. The whitewater is merely a significant feature at a much larger facility offering a multitude of various outdoor sports such as climbing, mountain biking, flat-water paddling, zip-lining, etc. Operations are based on a "day visit" style of operation such as that associated with ski resorts. This approach incorporates all of the activities for one price and the activity passes generate approximately 50% of the revenues. The other hospitality elements such as the conference elements, food and beverage, and retail comprise the majority of the remaining revenue sources.

The following are the primary goals and objectives for the Kansas Whitewater Project;

- **Economic Development-** at the peak of the season, the Kansas Outdoor Center would be expected to employ close to 1,000 people annually and serve as a primary recruiting tool for the State and local promoters.
- **Brand Building and Quality of Life-** Kansas can solidify its brand as an active and vibrant community with a focus on the healthy lifestyle. The Center can serve as the focal point for the region's active lifestyle.
- **Tourism Draw-**TheKansas Outdoor Center can expect to become one of the largest tourist attractions in the state (measured by visitor count), growing to over 725,000 visitors.
- **Financially Sustainable-** The Kansas Outdoor Center should be cash flow positive.

In order to achieve the business goals and objectives identified above, the scope of the business will need to be significant. Significant in this case is defined as a creating a compelling destination that will draw visitors from a 150 mile radius of the Center. In order to accomplish this effort, the Center will need to have the following characteristics:

- A broad and appealing set of outdoor activities to offer the visitors will be essential. This should include at least 5-6 different sports and multiple offerings within each of the sports. Particularly as this relates to the whitewater itself, there must be a compelling experience on the water. No one is going to drive for 3 hours and settle on a limited whitewater experience.
- The activities must be authentic outdoor experiences. In other words, the goal is to make sure that the destination is truly an "Outdoor Center" and does not drift into an amusement facility or try to become all things to all people. Stay true to the brand or value proposition that declares that the Kansas Outdoor Center will offer a first class outdoor experience.
- A compelling location for the Kansas Outdoor Center is critical. In order to support the brand of an authentic outdoor experience, the location must offer large amounts of open space that disconnect the visitor from the urban environment. This disconnection is critical because that is a key element the visitor seeks and is critical to their overall experience. Even though the Project can be located just a few minutes from the urban environment, the visitor needs to feel that connection to the outdoors by immersing themselves in a more natural environment. The location must provide the look and feel of all that is special about the outdoors. Connect with water, trees, other plant life, elevation and the opportunity to experience wildlife. In other words, be as close to the outdoors and the natural environment as possible.
- Offer creature comforts and relaxation elements. As much as the natural environment is critical, the visitor still needs to know that they have all of the comforts of home at their fingertips. They want to play outside but they want to get warm and dry and relax immediately afterwards. Food and beverage options are important, as well as the right environment in which to enjoy them. Guests need to have a place to keep their belongings or equipment; they need bathrooms and locker-rooms. They need the ability to acquire what they forgot or perceive they need for their day through a pro-shop or retail operation. Shade, seating as well as a place to get out of any weather condition is also critical.
- Special events will be a major opportunity to bring activity to the facility that will promote the brand and the economic impact for the community. Hosting races, competitions, concerts and other forms of entertainment will be significant revenue opportunities that will also serve as a significant means of exposing the facility to a broader market. It will be essential to factor in the infrastructure to accommodate these events (e.g. stage/amphitheater, power, lighting, vehicular access, parking etc.).
- There will be a significant opportunity to attract groups seeking meeting space and other amenities to handle their group needs. The Project will need to include facilities that offer both indoor and outdoor meeting space providing a variety of levels of experience (formal to informal). The more the space can integrate with the natural setting, the better. The need to locate group meetings as close to the water as possible is important.
- There will need to be a great deal of consideration to providing appropriate infrastructure to support the operations. For example the maintenance and upkeep of the facilities will require

warehousing and maintenance facilities. Rafting will require storage and repair facilities. These demands are obvious, but the degree is not, and the design and programming must support and be supported by the operational infrastructure. This infrastructure must be seamless with the day to day operation whereby the guest experience is not compromised by the back of house operations.

Based on the above stated characteristics, the Kansas Outdoor Center will be a noteworthy undertaking that will require a considerable investment. Regulatory issues will also create substantial challenges in respect to achieving the goals and objectives as well as an impact to the project budget and schedule. It is obvious but worth stressing that coordination and support from the various governmental jurisdictions will be critical in order to develop and operate the business.

Location

The proposed location for the Kansas Outdoor Center is 4 miles west of Lawrence, Kansas at Clinton State Park. The park is comprised of 1500 acres along Clinton Lake offering wooded areas and grasslands that support a variety of wildlife and offering an engrossing outdoor experience.



Market Analysis

Target Market

From a marketing standpoint the central question is: who is the consumer for this brand? In other words, who will be the primary focus of the marketing efforts? In this case, the Kansas Outdoor Center's target market is defined broadly as anyone who likes to play outside. With such a broad definition of the target market, it is important to drill down, and examine both:

- Who is the Kansas Outdoor Center's target market?
- Where will the Kansas Outdoor Center's target market come from?

For purposes of this analysis, the brand that is represented by the Kansas Outdoor Center is the exact same brand the US National Whitewater Center in Charlotte, NC (USNWC) has developed. Accordingly, the assumption is made for these discussions, that the target market of the Kansas Outdoor Center will look very similar to the USNWC target market. It is also assumed that the market will be comprised of roughly the same geographic breakdown as the USNWC. This assumption is based on the similarity of population size for the Lawrence and Charlotte metropolitan areas as well as an assumed similarity in travel characteristics.

The following is a brief analysis of the USNWC customer arrived at by an analysis of data gathered from USNWC Assumption of Risk Waivers. Every guest who participates in a pass activity at the USNWC must complete this waiver prior to his or her participation in an activity.

The USNWC tracked the addresses of its customers from this waiver, and used Census Data, Geographic Research, Inc. data, MRI's consumer surveys and ESRI Customer Geo-demographic Profiles to turn the addresses into usable marketing data. Addresses were tracked to a Census Tract, Address Point or ZIP code level. The USNWC then segmented its customers into the following five ESRI Customer Profiles ranked in order of frequency of visits:

Chart 1. Top Five Tapestry Segmentation Profiles at the USNWC		
Segmentation Profiles	Median HH Income	Description
1. Boomburbs	\$105,000	Well educated professionals comprised of generally young families living a busy upscale lifestyle. Average household size is 3.22 living on the suburban periphery of large metro areas.
2. Up and Coming Families	\$64,000	Young families at the beginning of their career life cycle and more ethnically diverse. Similar to Boomburbs in that they have young families and are on the suburban periphery but are lower in median household income. They represent one of the fastest growing markets in the country.
3. In Style	\$66,000	Professional couples, families and households without children. Enjoying staying fit and eating healthy. More urban and tend to travel and read extensively.
4. Enterprising Professionals	\$77,000	Single and/or married without kids. Well educated and mobile tending to climb the ladder in STEM occupations. Larger than average disposable income and tend to stay fit and connected electronically.
5. Exurbanites	\$98,000	Empty nesters and families with children. Well employed and educated residing in the suburban periphery of large metro areas.. The average age is approaching 50 but they stay fit and active

These profiles can be understood as psychographic and demographic types that are most likely to be a customer. For each segmentation profile, they can be further refined into core segments that can be specifically targeted.

Chart 2. Profile Core Traits	
Segmentation Profiles	Core Segments
Boomburbs	Women/Mom Young Professionals and Empty Nestors Active Individuals High Disposable Income
Up and Coming Families	
In Style	
Enterprising Professionals	
Exurbanites	

Women/Mom are identified as the most important segment, as they are the influencer of family and social units. Also, these segments tend to have a high average household income and are typically well educated. Active individuals, while important to the brand and operation of an outdoor

adventure destination, should not be the primary focus of the marketing message.

Based on analysis of the USNWC waiver data, about 59% of USNWC customers come from ZIP codes within the Charlotte MSA, roughly a 45-minute drive from the USNWC. Approximately 68% of the visitors are from within a 90 minute drive and roughly 79% of the USNWC customers come from within a 150-minute drive.

The 10 most common ZIP codes that frequent the USNWC; all of which are within the Charlotte MSA represent roughly 21% of USNWC customers. Chart 3 reveals the market size and average household income for that key group.

Chart 3. Top Ten Zip Codes at USNWC	
Top 10 ZIP Codes	Data Points
Average HH Income	\$73,000
Population	168,000

Where is the Customer

The next analysis examines where the USNWC market is located (where the customer comes from). Using the same address data collected from guest waivers, the vast majority of the USNWC customers come from within the Carolinas with roughly 70% of the USNWC customers coming from North and South Carolina. USNWC visitor-ship is even more localized when one reviews the Charlotte MSA, with roughly 60% of the pass traffic coming from that region.

The table below shows the exact percentage breakdown of USNWC customer geography.

Chart 4. USNWC Visitor Geographic Breakdown		
Regional MSA	Visits in 2014	Visits in 2015
Charlotte, Gastonia, Rock Hill	58.1%	55.2%
Greensboro, Winston, High Point	5.3%	5.0%
Raleigh, Durham, Chapel Hill	3.3%	3.0%
Greenville, Spartanburg,	2.0%	2.6%
Columbia	1.0%	1.0%
Carolinas (North and South)	72.0%	70.2%

The USNWC is located within the Charlotte Rock Hill, Gastonia MSA -- a major metropolitan area with a population of roughly 2,335,000 according to the 2013US Census estimate. Within that MSA, the USNWC is located roughly 15 minutes away from downtown Charlotte, which has a population of 793,000.

Based on the above analysis, the “sweet spot” for the USNWC target market is:

Who-Women/Mom, Young Professionals, Empty Nesters, Active Individuals that skew slightly higher than average in terms of household income.

Where-From the Charlotte MSA and the major urban areas within the Carolinas. Approximately 75 % of all visitors were located within a 150 minute drive of the USNWC

Definition and Location of the Kansas Outdoor Center Target Market

It is assumed that the target market of the Kansas Outdoor Center will look very similar to the USNWC target market based on the overlay of the brands. Through an analysis of the population of the region surrounding the Clinton Lake area, it is concluded that the Kansas Outdoor Center will have to pull its target market from roughly the same geographic footprint as what the USNWC has attracted to its facility. The only major distinction is the distance from the large population base of Kansas City to the proposed site of the Kansas Outdoor Center at Clinton Lake.

The distance of Kansas City and its large population from the proposed site is approximately 3 times greater than the distance of the USNWC from center city Charlotte.

Chart 5. Approximate Travel Time From Downtown	
Charlotte	15 min
Kansas City	45 min

This distance is not projected to present a problem from the standpoint of offering a viable market for the Project. The distance to Kansas City falls within the 45 minute drive time that represents one of

the primary geographic market areas. The concern that does arise is related to potential impact on the marketing strategy for the Kansas Outdoor Center. The USNWC relies heavily on event based marketing such as concerts, festivals and races in order to create a call to action. Many of these are evening based events and the travel time is a critical aspect for attendance. Specifically, the concern is related to whether the considerably longer distance between the two downtown areas will serve as a deterrent to the market’s willingness to drive in the evenings to these events. Additionally, to the extent that corporate and social events can be booked as a part of the activities and the conference and hospitality elements, there may be a drag on this market due to the longer drive time for much of the market.

The events have been a critical means of driving traffic to the USNWC. The greatest challenge facing the USNWC in its initial operating years was the difficulty associated with explaining what the USNWC actually is. In other words, why would the market be interested in the Center or, what was the value proposition. By offering free concerts, festivals and races, the USNWC was able to get the market to come out and check the place out with very limited investment other than time (a very critically limited resource for the target market). Once the guests came out and enjoyed the events that they already understood and valued, then they were able to see and connect with the other offerings of the USNWC. The events simply create market awareness as well as develop a brand connection.

The fact that the Kansas Outdoor Center is 3 times further from much of the population necessary to make the operation succeed could make it more difficult to use the event marketing to develop the necessary customer base. It is impossible to quantify this risk but it should be noted and is factored into the operation and marketing plan.

Population and Demographics

The demographics for the greater Lawrence metro area compare very favorably to Charlotte, NC in regards to the most relevant metrics such as average household income, education and homes with children. In fact, in many of the key demographic measures, the Lawrence market exceeds the Charlotte market (see chart 6). From this standpoint, Lawrence offers a very rich target market as defined by the USNWC based on its historical performance.

Chart 6. Population And Demographic Measures						
	45 Min Drive (59%)		90 Min Drive (68%)		150 Min Drive (79%)	
	Lawrence	Charlotte	Lawrence	Charlotte	Lawrence	Charlotte
Population	1,304,479	1,963,079	2,692,052	4,484,224	3,892,721	9,535,451
Race (White Alone)	77.4%	67.6%	80.2%	68.6%	81.9%	69.3%
Median Household Income	\$ 55,178	\$ 53,362	\$ 53,362	\$ 46,250	\$ 50,558	\$ 44,453
Median per capita Income	\$ 30,253	\$ 28,878	\$ 28,244	\$ 25,317	\$ 26,445	\$ 24,736
Household Income > \$75k	36.8%	34.3%	30.6%	27.9%	31.0%	26.7%
Education; Some College or More	67.2%	63.0%	62.7%	56.3%	60.0%	55.9%
Avg Household Recreation and Entertainment Exp.	\$ 3,426	\$ 3,484	\$ 3,301	\$ 3,029	\$ 3,112	\$ 2,936
All Households with Children	32.50%	36.4%	33.2%	34.5%	32.8%	33.2%

The significance of these demographic measures cannot be overstated. One of the single biggest drivers for the consumer of the outdoor lifestyle is disposable income. Many see outdoor recreation as a luxury and it takes financial resources to commit the time and the money to engage in the activities. In order to make recreation a priority, the essential elements of simply providing for a family or one's basic needs must come first. Only after those basic needs are met will an individual or family dedicate resources to recreation. Accordingly, the USNWC targets and has a greater degree of success with those individuals and families at the upper socio-economic echelons.

In addition to financial resources, another closely connected demographic trait that drives the consumer of the outdoor recreation is education. Generally speaking, those with a higher degree of education place a greater value on the benefits of recreation and will commit greater resources (both time and money) to attain the benefits associated with it. Given the fact that the USNWC charges \$59 to play all day, it does require an individual to commit both substantial dollars and time to the endeavor. Those sitting at the higher levels of the education and financial strata's are easier for the USNWC to attract and more willing to value the experience offered at an outdoor center.

Chart 6 provides substantial assurance that the greater Lawrence market at all driving radius would offer a very appealing market for an Outdoor Center. In addition, that population base would serve as a very effective means of driving visitors outside of the geographic market. Many of the visitors to the USNWC are introduced to the facility by locals that wish to introduce their guests to a unique and "fun" place of which they are proud. In other words, the locals that are the target market serve as the primary driver for the longer range visitor.

Psychographics

Another key method of analyzing the Lawrence population is to examine the Tapestry Segmentation Profiles represented in that market. The purpose of this analysis is to determine the size of the key

demographic groups that represent the highest potential likelihood of visiting the Kansas Outdoor Center. Chart 7 provided below ranks the top ten profiles based on that profile's characteristics that represent key indicators of market potential. There are two means of measure for the ranking. First, Plei has determined the top ranking profiles represented at the USNWC over the last 3 years. Secondly, by looking at the key characteristics of those profiles, Plei has included in the ranking those profile groups that share the same characteristics.

Chart 7. Tapestry Segmentation Profile- Measured by Number of Households							
Tapestry Segmentation		45 Min Drive (59%)		90 Min Drive (68%)		150 Min Drive (79%)	
Top Ranking by Potential		Lawrence	Charlotte	Lawrence	Charlotte	Lawrence	Charlotte
1	Professional Pride/Suburban Splendor	18,267	14,698	24,290	17,579	27,999	24,948
2	Boomburbs	16,817	41,414	24,448	43,964	28,420	95,455
3	Soccermoms/Sophisticated Squires	27,532	19,039	53,022	24,957	64,061	43,164
4	Exurbanites	13,965	18,969	18,030	40,180	20,391	87,488
5	Green Acres	26,426	39,539	64,646	76,763	86,686	128,879
6	Urban Chic	3,054	7,558	4,590	8,680	4,590	16,761
7	Up and Coming Families	10,322	114,465	26,005	151,731	33,213	222,301
8	In Style	31,460	25,159	45,324	45,787	55,918	78,570
9	Metropolitans/Metro Renters	11,944	14,741	13,618	25,513	13,618	64,877
10	Enterprising Professionals	4,328	41,784	4,328	48,187	4,328	100,519
Total		164,115	337,366	278,301	483,341	339,224	862,962

The Lawrence market has a significant population of households comprised of the top ten profiles. Using the Charlotte market as the norm or the median, Lawrence has roughly half the total number of households as compared to Charlotte at each radius. This lower population may limit the total growth potential for the Lawrence market but the market should be sufficient to meet the forecasts contained in the Kansas Outdoor Center proforma. This lower number of households is accounted for in the proforma and represents one of the primary reasons the proforma forecasts a lower total visitation for the Kansas Outdoor Center relative to the USNWC.

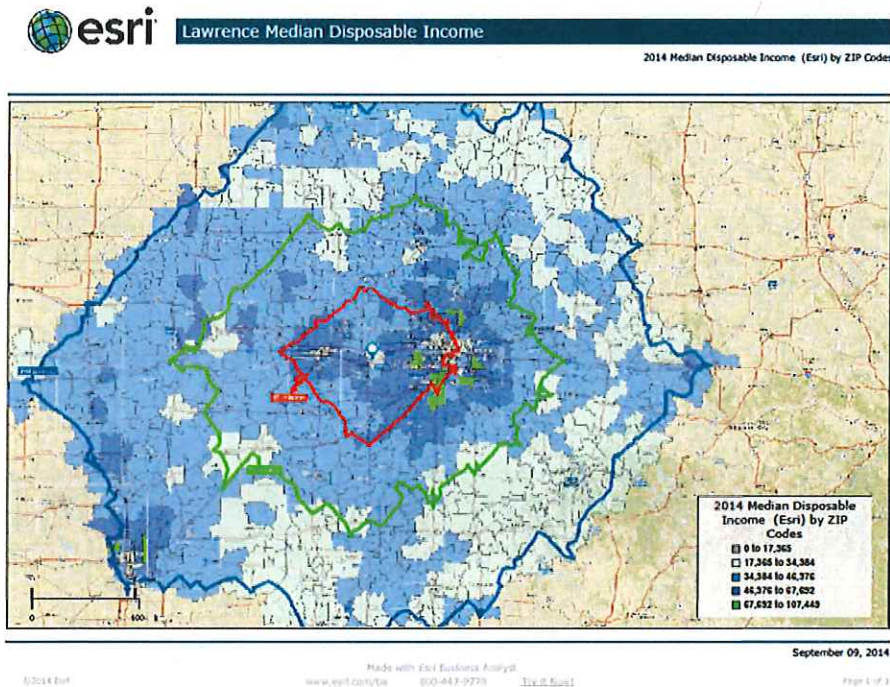
Chart 8 analyzes the top ten segmentation profiles in the 3 radius area for Lawrence ranked by number of households. The corresponding score is the number on a scale of 1-10 (10 representing the highest quality) that Plei has assigned to the profile based on a quality rating. In other words, the score reflects the quality of the profile and the ranking represents the volume of households for that respective profile in that radius. The highlighted profiles represent those found in the top ten presented in chart 7. Chart 8 simply tells us whether the dominate profiles in the Lawrence market are high quality profiles.

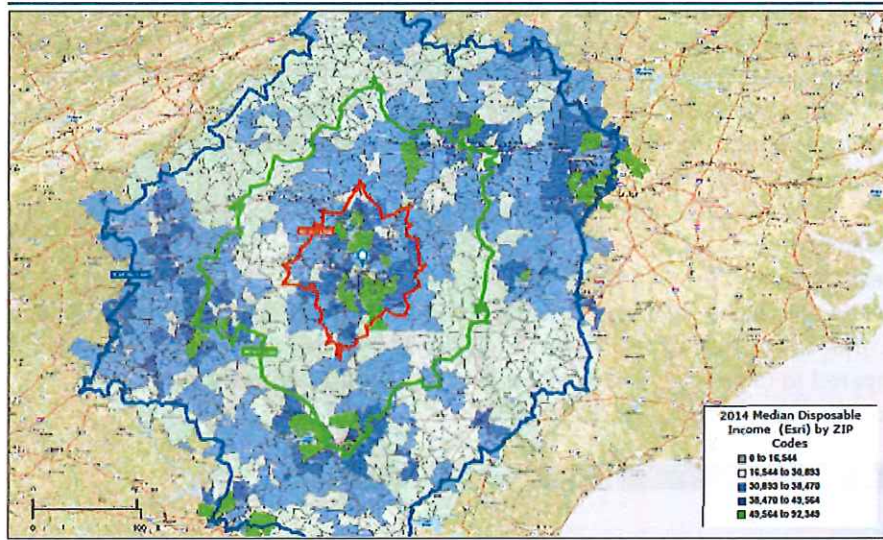
Chart 8. Top Ten Segmentation Profiles by Volume= Measured on 1-10 Scale (10 highest)						
45 Min Drive			90 Min Drive		150 Min Drive	
Lawrence= 49.2%		Score	Lawrence= 46.8%		Lawrence= 48.3%	Score
1	Young and Restless	3	Rustbelt Traditions	3	Traditional Living	3
2	In Style	7	Green Acres	7	Rustbelt Traditions	3
3	Old and Newcomers	4	Old and Newcomers	4	Heartland Communities	1
4	Soccer Moms	9	Soccer Moms	9	Green Acres	7
5	Rustbelt Traditions	3	Traditional Living	3	Prairie Living	3
6	Green Acres	7	Bright Young Professionals	5	Old and Newcomers	4
7	Bright Young Professionals	5	In Style	8	Soccer Moms	9
8	Emerald City	6	Middleburg	6	Midlife Constants	2
9	Comfortable Empty Nesters	2	Young and Restless	3	Middleburg	6
10	Professional Pride	10	Comfortable Empty Nesters	2	Salt of the Earth	2

Inside the 45 degree radius, the average ranking is a 6. In the 90 mile radius the average is a 5 and in the 150 radius, the average is a 4. This scoring suggests that the 45 min Lawrence market is certainly suitable but that suitability decreases in the more rural markets. This quality scoring is based on the demographic measures represented in high quantities at the USNWC. It could also be that more rural profiles will respond to marketing measures modified to those profiles. Without any direct experience to measure these more rural profiles, it is difficult to assess the viability of those markets. Accordingly, it is recommended that the lower quality scores should be taken into consideration and considered with awareness that the scoring is highly subjective.

Disbursement by Disposable Income

The two maps provided below compare the Charlotte and Lawrence markets in terms of median disposable income by zip code. As the key indicates, the darker blue and green shaded areas represent higher degrees of income. The Lawrence market clearly shows more zip codes with higher levels of disposable income as compared to Charlotte. This does present one important area where the Lawrence market offers an advantage over the Charlotte market.





September 09, 2014

Participation Levels

One additional measure worth noting are the participation levels in some of the key activities associated with outdoor recreation. While participation levels do not indicate a true level of interest in a market, if there were very low levels of participation that could create some concern. As the chart below indicates, in the key areas of participation, Lawrence exceeds the participation levels of Charlotte. Though not, dispositive, this measure is a helpful indicator that the Lawrence market is not significantly different from the Charlotte in this regard.

Chart 9. Product and Consumer Behavior

Product/Consumer Behavior (over last 12 months)	45 Min Drive (59%)		90 Min Drive (68%)		150 Min Drive (79%)	
	Lawrence	Charlotte	Lawrence	Charlotte	Lawrence	Charlotte
Participated in Mountain Biking	4.1%	4%	3.9%	3.4%	3.7%	3%
Participated in Road Biking	11.0%	10.3%	10.6%	9.3%	10.0%	9.1%
Participated in Canoeing/Kayaking	5.0%	4.8%	5.1%	5.0%	5.1%	5.1%
Participated in Running	14.5%	14.0%	13.3%	11.7%	12.3%	11.2%
Participated in Backpacking	3.0%	2.9%	2.9%	2.6%	2.8%	2.6%
Participated in Hiking	10.8%	10.3%	10.3%	9.2%	9.5%	9.0%
Attended Rock Music Concert	11.3%	10.6%	10.7%	9.3%	10.0%	9.0%

Population

While the demographics for Lawrence are quite suitable, the metro Lawrence area does not offer quite the same amount of population over the measured driving radius of 45 min, 90 min and 150 min. As chart 10 shows, the total population for each of these 3 radiuses is lower than the comparable radius for Charlotte. For the 150 mile radius, the Charlotte market is 145% larger and for the shorter 45 min radius, the Lawrence market is 34% smaller.

Chart 10. Population (percentage in parenthesis represents the percentage of visitors in that radius visiting USNWC)

2010 Census	45 Min Drive (59%)		90 Min Drive (68%)		150 Min Drive (79%)	
	Lawrence	Charlotte	Lawrence	Charlotte	Lawrence	Charlotte
Population	1,304,479	1,963,079	2,692,052	4,484,224	3,892,721	9,535,451

This lower population base in the Lawrence market does cause some concern in purely comparative terms to Charlotte. There are fewer bodies to attract through the turnstiles. However, the population size for Lawrence is considerably large and should serve as an adequate market size to sustain a sizable operation. The proforma in this report assumes a smaller population base than Charlotte and factors that into the analysis. Also other factors can come into play to help ameliorate the lower population base. Should the Kansas and the City of Lawrence play key roles in the development of the Project, they can both bring considerable resources in driving awareness of the facility and visitors. Both of those parties will have a strong interest in the success of the operation and will seek to make the Center a key part of its tourism and economic development programs. Those public resources cannot be underestimated and can play a pivotal role in driving business to the Center. These are resources that have not been available to the USNWC and if available in Kansas would most likely account for even greater attendance.

Chart 11 indicates the distribution of the guests at the USNWC paying to participate in activities (persons buying passes which represents approximately 22% of the visitors). These numbers are compared to the projected totals for the Kansas Outdoor Center. These projections, factor in the lower population base in the Lawrence market. It is believed that this market size, while less than Charlotte is still adequate to support the proforma provided and constitute a suitable market for the Kansas Outdoor Center to meet the revenue goals assumed in the proforma.

Chart 11. Geographical Distribution Estimate – Paying Guest Count

Location	Total Guests	45 min radius	90 min radius	150 min radius
Kansas Outdoor Center	150,000	90,000	105,000	120,000
US National Whitewater Center	215,000	127,000	147,000	172,000

Weather Factors

Weather is single handily the most important aspect to determining the success of an outdoor center. Ideally the longer the weather stays in the 60 degree or higher range, the better. The USNWC is open year round and generates sufficient traffic/revenue during April through October to remain cash flow positive during each of those months. The goal for the remaining months is to generate as much cash from operations as possible on a gross profit basis to minimize fixed operating costs. Accordingly, every day that the temperature is high enough to promote outdoor activity, the greater the chance to drive some traffic for revenue producing activities.

The ideal location for an outdoor center would offer no precipitation and constant 75 degree days. Short of this ideal, the goal is to have as many days comparable to this ideal as possible. The USNWC in Charlotte does have a generally favorable weather pattern for a successful operation and will serve as the "median" or prototype for comparing to the Kansas Outdoor Center.

As chart 12 provided below indicates, during the warmer months of May-Sept the average temperature for each month is roughly similar between the two locations. The variance should have no real impact on operations. The colder months of November through March, while considerably colder in Lawrence, should not have significant impact on overall performance since these are the relatively low revenue producing months (**these 5 months only represent 11% of the total annual revenue**). April in Kansas does offer a potential for the one month where temperature can create a drag on revenue on a relative basis.

Chart 13 also indicates that from a precipitation standpoint, the critical months of May and June typically have greater rainfall in Lawrence. This negative variance (3.7 inches more rain) is a concern and should be taken into account for a possible adverse impact on operational performance during those months. During the critical warmer months, Lawrence is receiving almost 5 more inches of rain. This factor has also been factored into the proformas and while not overly concerning, it should be noted. One positive weather note is that during the most important months of July and August, there is an average of almost 5% greater days of sunshine in Lawrence. The concern does arise however that April and May represent significantly fewer days of sunshine in Lawrence compared to Charlotte. Generally speaking, weather is not a factor that would negate the chances of operational success for Lawrence. The peak summer months are generally comparable on a temperature basis and the precipitation issue is worth noting but not a serious negative factor. Overall, the weather was factored into the proforma on a basis of -10%.

Chart 12. Average Monthly Temperatures

Average Temp.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lawrence	29.1	33.6	44.2	54.7	64.5	73.5	78.4	77.1	68.2	56.3	43.5	31.3
Charlotte	39.8	43.3	50.7	59	67.2	75.1	78.6	77.4	70.7	60.1	50.6	41.8
Variance	10.7	9.7	6.5	4.3	2.7	1.6	0.2	0.3	2.5	3.8	7.1	10.5

Chart 13. Average Monthly Precipitation

Precipitation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lawrence	1.2	1.1	2.5	3.6	5.3	5.7	3.9	3.9	4.4	3.4	2.5	1.7
Charlotte	3.1	2.8	3.3	3	3.7	3.6	4	3.7	3.9	3.7	3.3	3.2
Variance	1.9	1.7	0.8	-0.6	-1.6	-2.1	0.1	-0.2	-0.5	0.3	0.8	1.5

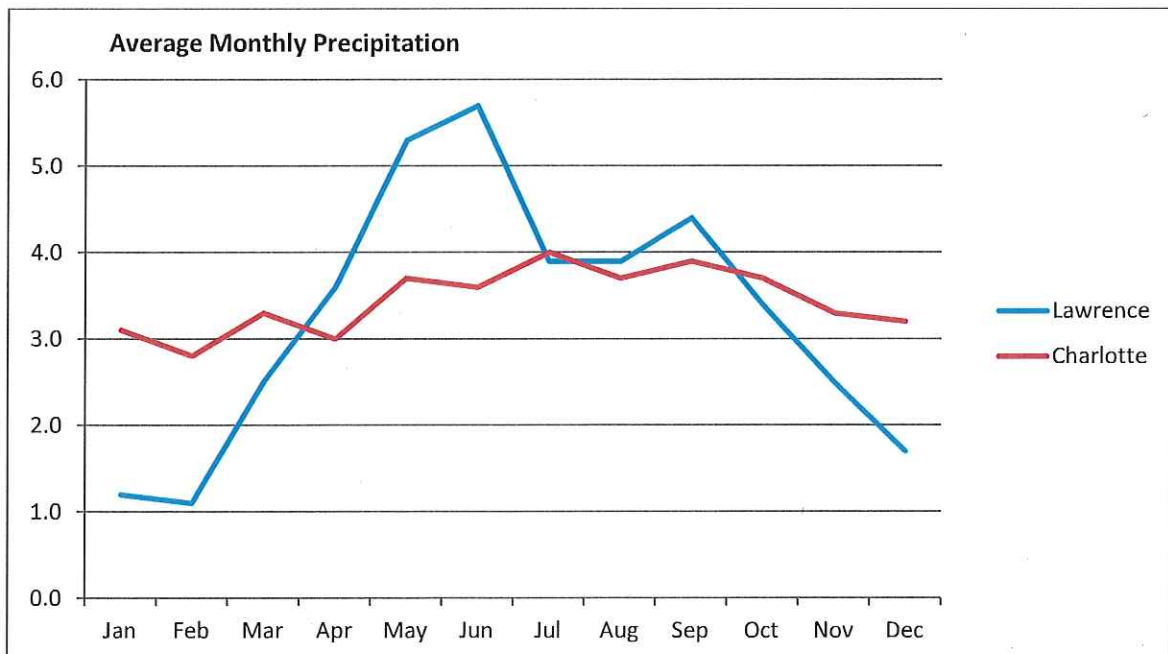
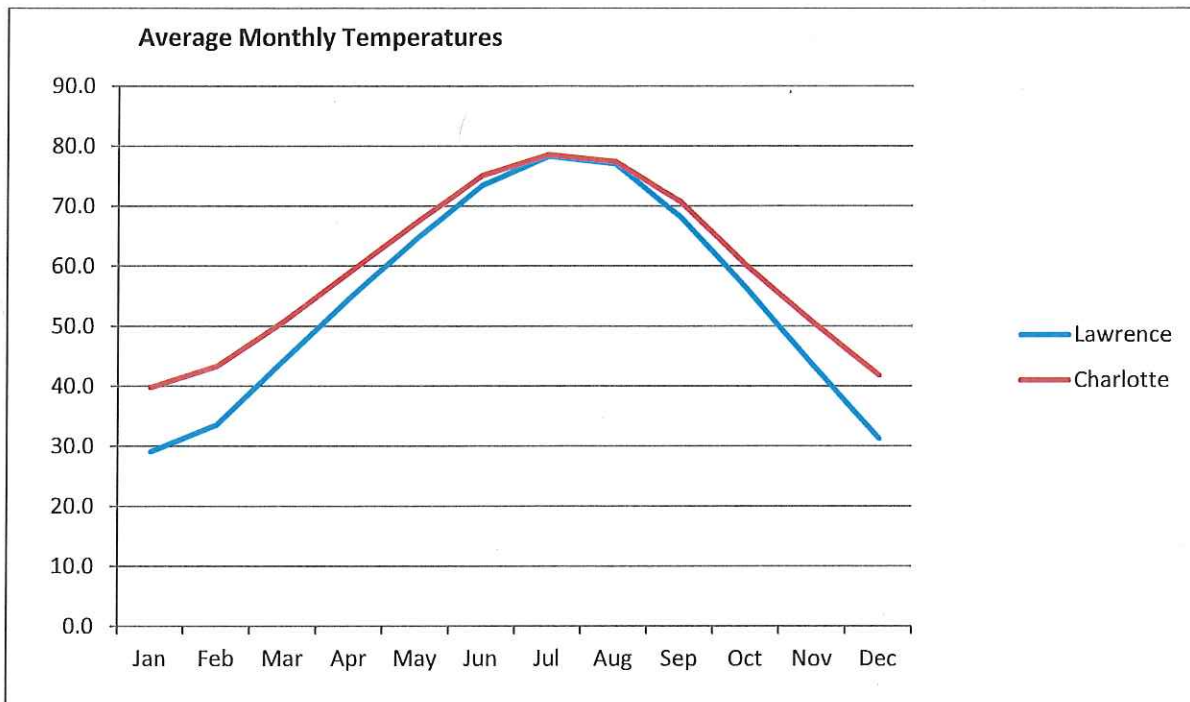
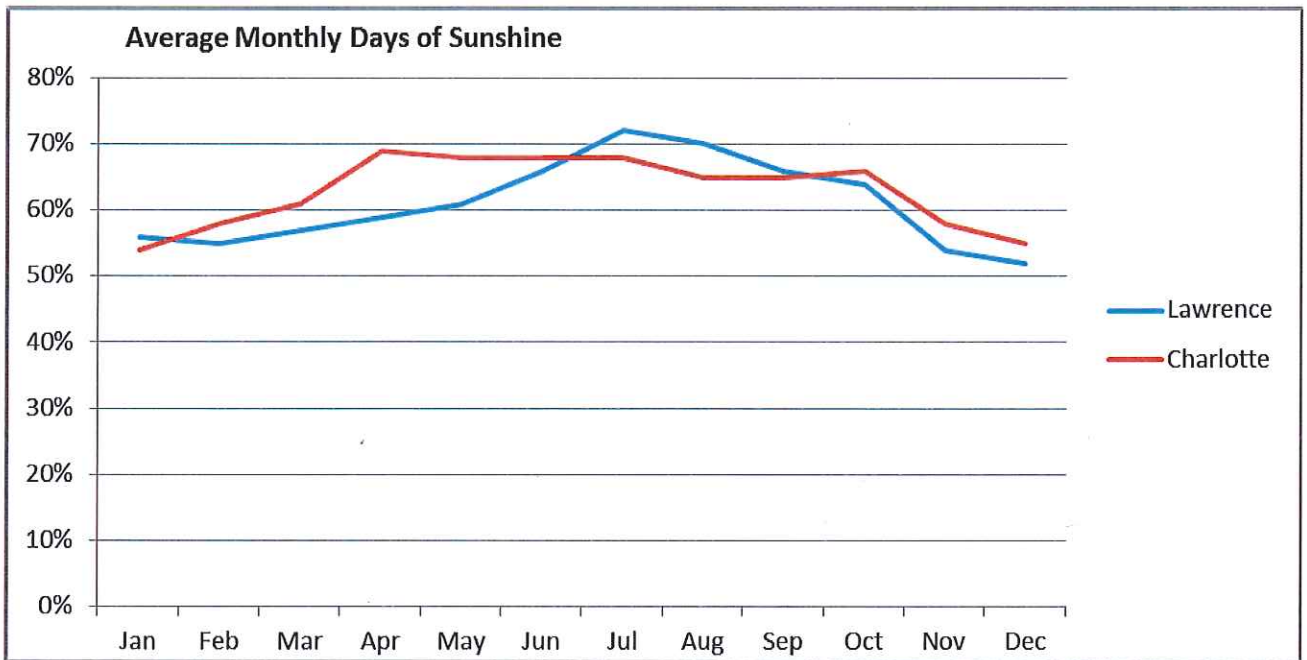


Chart 14. Average Monthly Days of Sunshine

Sunshine	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lawrence	56%	55%	57%	59%	61%	66%	72%	70%	66%	64%	54%	52%
Charlotte	54%	58%	61%	69%	68%	68%	68%	65%	65%	66%	58%	55%
Variance	-2%	3%	4%	10%	7%	2%	-4%	-5%	-1%	2%	4%	3%



Source: City Data.com utilizing data reported by over 4000 weather stations

Marketing Strategy

In addition to creating a compelling destination, another key contributor to the success equation for the Center is the marketing of the facility. It is imperative that the facility offers a strong reason to visit and communicates that message in a compelling and effective manner to the right market. The target market directs both the medium and messaging of the marketing efforts, as all communication must be strategically crafted to resonate with that market.

To start the process of that persuasive message, the Center will need to immediately convey a simple yet powerful statement as to the nature of the “brand”. The Kansas Outdoor Center immediately conveys a brand that draws to mind:

- The Outdoors
- Significance
- Breadth

The Kansas Outdoor Center helps to place the visitor immediately in the context of the brand. The name, look, and feel all work together to make the person feel a sense of excitement.

The primary objective for the marketing strategy is to allow the target market to engage the brand. The goal is to inspire and engage the customer through different ways of experiencing the Kansas Outdoor Center Brand. For example, instead of promoting passes or tickets, the goal is to create reasons to simply visit the Center and become engaged with the outdoor experience. Offering very low barrier to entry opportunities such as free festivals, concerts, races, films etc., the customer can experience the Kansas Outdoor Center and begin to understand the value proposition first hand.

The goal is not to sell or convince the target market to make a purchase. The goal is to get the target market to believe in the Kansas Outdoor Center brand. By getting the market to trust the brand and believe that the Center is the reliable authority on the outdoor lifestyle, the Center can monetize the brand in a number of ways across a number of platforms. With the customer convinced that the Kansas Outdoor Center is the trusted authority on the outdoor lifestyle, they will become a long term customer that will continue to engage with the brand over a longer period.

The first component of the marketing strategy will be to develop brand awareness. The brand is well understood to the organization and it will therefore be necessary to develop that understanding with the target market. The focus should be on using imagery and very little written text. The brand is inherently compelling to a large market and the goal should be to use aspirational style imagery. In other words, the goal is to entice the customer with images that show the lifestyle in an authentic manner. The images need to be real and not staged. The customer needs to feel as though they would like to be sharing the real experience that is being shown to them.

The marketing budget is provided below which outlines the proportional and actual values of the dollars spent on marketing. The budget assumes several factors. One factor is that the marketing team for the Center is comprised of in-house talent that can deliver the vast majority of the marketing tasks. The brand development is an essential component for success and it is highly recommended that the marketing should not be outsourced. The budget does not provide for agency fees or services.

The other major factor not shown as a line item in the budget are the costs associated with in-house events. There is a considerable cost associated with the free concerts and programming for the festivals that can be considered marketing expenses and in fact are managed by the marketing department. These production costs however are not contained in this budget and are instead factored into cost of goods sold because there are offsetting revenues. The events are driven by marketing needs but are also revenue generators.

The marketing channels will be comprised of various traditional means such as outdoor advertising, sponsorships and mailings. There will also need to be newer forms of social media which do not require as much direct expenditures but do take personnel resources to manage. Those personnel costs are not included in the marketing budget but are included in the personnel costs. The goal will be to remain flexible and fluid so as to shift dollars as necessary into the appropriate categories and to keep things fresh and assure the necessary penetration. Once, again, there will be a need to simply push name and brand recognition at first but the primary focus will be to use channels that allow for visual stimulation and engagement.

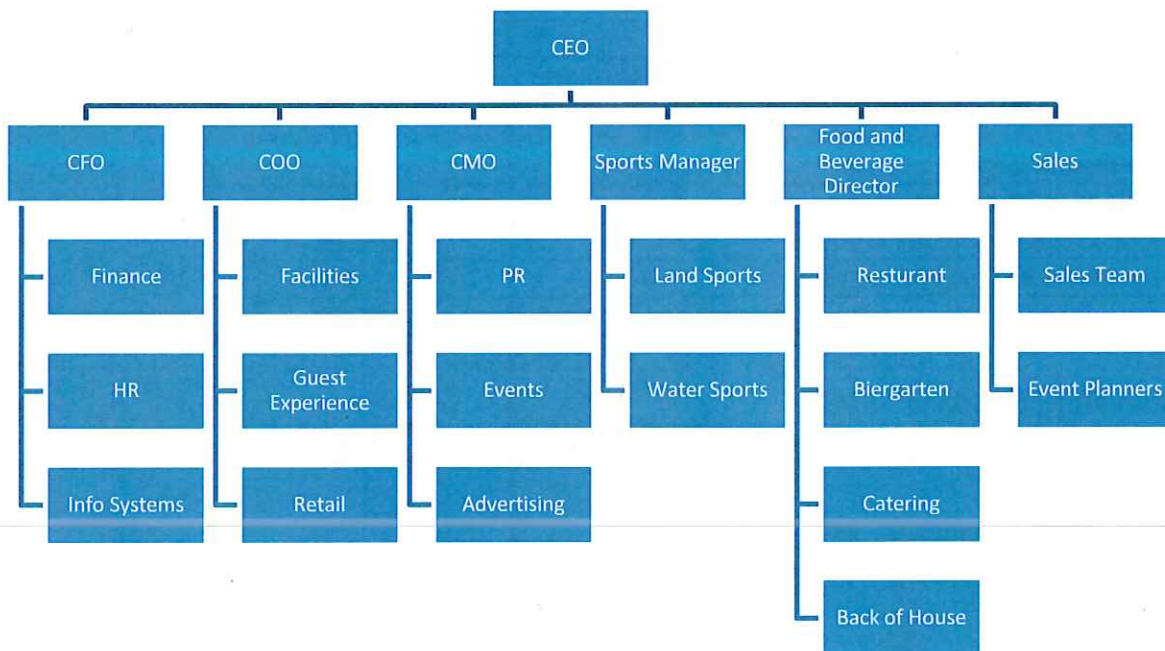
Marketing Budget

Marketing Budget	
Advertising	Budget
Total Print	\$25,000
Total Radio	\$20,000
Total Online Buys/Internet	\$25,000
Total TV	\$0
Total Outdoor	\$200,000
Total Mailings	\$150,000
Total Sponsorships	\$40,000
Total Other	\$5,000
Total Advertising	\$465,000
Printing & Signs	
Total Printing - Events	\$20,000
Total Printing- Non-Event Collateral	\$50,000
Total Printing-Displays and Events	\$5,000
Total Printing & Signs	\$75,000
Marketing Supplies - 6407	
Total Marketing Supplies	\$5,000
PR & Communications - 6408	
Total PR & Communications	\$20,000
Creative Design - 6410	
Total Creative Design	\$40,000
Sales Expense - 6411	
Total Group Sales	\$30,000
Total Mobile Promotions	\$20,000
Total Sales Expense	\$50,000
Marketing Other - 6400	
Total Marketing Other	\$5,000
Total Marketing Expenses	\$660,000

Management Plan

The organizational structure (LLC, S-Corp, etc.) for the Kansas Outdoor Center has not been determined and is not a necessary element until later in the process. The goals and objectives of the project must be more fully developed before the ownership and higher level structural decisions can be determined. At this point the goal is to provide a management structure and staffing model for conceptual purposes for the development of the project. The following information is simply a potential model for success and will evolve over time. For now, the following information is designed to serve as an aid and concept for the development process.

Organizational Chart



Staffing Plan

Full Time Positions				
	Qty	Salary	Total Salary	Team Total
CEO	1	\$ 220,000	\$ 220,000	\$ 220,000
CFO	1	\$ 150,000	\$ 150,000	\$ 740,000
Finance				
Controller	1	\$ 80,000	\$ 80,000	
Payments and receivables	2	\$ 45,000	\$ 90,000	
Cash Handling	1	\$ 35,000	\$ 35,000	
HR				
Generalist	1	\$ 60,000	\$ 60,000	
Recruiter	1	\$ 40,000	\$ 40,000	
Admin	1	\$ 40,000	\$ 40,000	
Info Systems				
IS Director	1	\$ 100,000	\$ 100,000	
Network Administrator	1	\$ 50,000	\$ 50,000	
IT Support	1	\$ 45,000	\$ 45,000	
Database Administrator	1	\$ 50,000	\$ 50,000	
			\$ -	
COO	1	\$ 100,000	\$ 100,000	\$ 770,000
Facilities			\$ -	
Facilities Mgr.	1		\$ 70,000	
Systems Mgr.	1	\$ 60,000	\$ 60,000	
Systems Support	2	\$ 45,000	\$ 90,000	
Grounds Mgr.	1	\$ 45,000	\$ 45,000	
Grounds Foreman	1	\$ 35,000	\$ 35,000	
Shop Foreman	1	\$ 40,000	\$ 40,000	
Carpenter	1	\$ 40,000	\$ 40,000	
Guest Experience			\$ -	
Manager	1	\$ 55,000	\$ 55,000	
Asst. Mgr.	4	\$ 35,000	\$ 140,000	
Retail			\$ -	
Manager	1	\$ 55,000	\$ 55,000	
Asst. Mgr.	1	\$ 40,000	\$ 40,000	
CMO	1	\$ 110,000	\$ 110,000	\$ 440,000
PR/Communications Manager	1	\$ 60,000	\$ 60,000	
Web Manager	1	\$ 50,000	\$ 50,000	
Advertising Manager	1	\$ 60,000	\$ 60,000	
Graphics	1	\$ 40,000	\$ 40,000	
Mobile	1	\$ 35,000	\$ 35,000	
Events Mgr.	1	\$ 50,000	\$ 50,000	
Events Asst.	1	\$ 35,000	\$ 35,000	
Sports Manager	1	\$ 100,000	\$ 100,000	\$ 755,000
Water Sports Manager	1	\$ 55,000	\$ 55,000	
Raft Manager	1	\$ 40,000	\$ 40,000	
Asst Raft Mgr.	2	\$ 35,000	\$ 70,000	
Kayak Manager	1	\$ 40,000	\$ 40,000	
Flatwater Manager	1	\$ 40,000	\$ 40,000	
Land Sports Manager	1	\$ 55,000	\$ 55,000	
Land Sports Asst. Manager	1	\$ 35,000	\$ 35,000	
Climbing Mgr.	1	\$ 45,000	\$ 45,000	
Asst Climbing Mgr.	2	\$ 30,000	\$ 60,000	
High Adventure Manager	1	\$ 45,000	\$ 45,000	
Asst High Adventure Mgr	3	\$ 30,000	\$ 90,000	
Land Sports Operations Foreman	2	\$ 40,000	\$ 80,000	
Food and Bev Director	1	\$ 100,000	\$ 100,000	\$ 695,000
Restaurant Manager	1	\$ 55,000	\$ 55,000	
Front of House Manager	1	\$ 40,000	\$ 40,000	
Asst FOH Mgr	2	\$ 35,000	\$ 70,000	
Executive Chef	1	\$ 75,000	\$ 75,000	
Catering Chef	1	\$ 50,000	\$ 50,000	
Sous Chefs	2	\$ 45,000	\$ 90,000	
Restaurant Chef	1	\$ 45,000	\$ 45,000	
Beverage Manager	1	\$ 45,000	\$ 45,000	
Biergarten Manager	1	\$ 45,000	\$ 45,000	
Asst Biergarten Mgr.	1	\$ 35,000	\$ 35,000	
Catering Manager	1	\$ 45,000	\$ 45,000	
Sales Director	1	\$ 80,000	\$ 80,000	\$ 290,000
Group Sales Asst.	4	\$ 35,000	\$ 140,000	
Event Planners	2	\$ 35,000	\$ 70,000	
Total Full Time Salary				\$ 3,470,000

Financials

The financial performance of the Kansas Outdoor Center should be very similar to most location based entertainment facilities. The initial capital required to build out the facility will be considerable. The concept is to create enough critical mass to offer compelling and interesting elements for a cross section of the market. In other words, there must be enough activities and supporting aspects such as food and beverage and retail to create at least a half day experience. One should think ski resort for the closest comparable.

Once the initial heavy capital investment is made, the facility will operate much like a manufacturing facility where the goal is to drive high volumes of people to scale both capital costs and staffing costs which will be the largest operation expense. The operation is a very personnel intensive business and staffing and training will be one of the greatest operational challenges. Total labor costs will comprise almost 50% of the total operating budget. Facility upkeep will also be a considerable expense as will utilities. The key elements to creating a compelling experience will be the people and the amenities. Accordingly, these two areas will be the focus on the spend side of the equation.

The ability to drive the high volumes will be greatly impacted by the weather. Cold and rain keep people from playing outside and will therefore reduce customer traffic. Accordingly, the business is very seasonal and weather will play a significant impact on the financial performance. The bulk of the revenue will come in the period from May to September and these months will cover the lower performing months between October and April. Weekends will also be critical and foul weather in the critical summer months can have a significant impact on financial performance.

The gross profit for the pass sales should remain relatively high and the scalability off of the initial labor cost for these activities justifies offering the pass activities year round. While the colder months will not allow for a monthly operating profit, they should still represent a positive gross profit.

Pass sales will represent the single largest revenue stream and offers some of the highest profit margin for all of the lines of business. Food and Beverage will generate the second largest line of business measured by gross revenue. Food and Beverage does not have the profit margin of pass revenue. The other lines of business represent smaller percentages but offer generally strong margins and represent the ever critical additional revenue per guest. Additionally, the smaller lines of business offer a chance for the guest to experience the facility and engage the brand which encourages the guest to find new ways to spend money with the Kansas Outdoor Center.

Revenue Percentages by Line of Business

Passes	51.0%
Paddiesports	2.0%
Land & Adventure	1.6%
Canopy Tour	1.1%
Food & Bev	29.7%
Retail	4.2%
Parking	3.7%
Outdoor School	2.7%
Races	1.2%
Other Operating	2.2%
Other Non Operating	0.5%

Expenses by Percentage

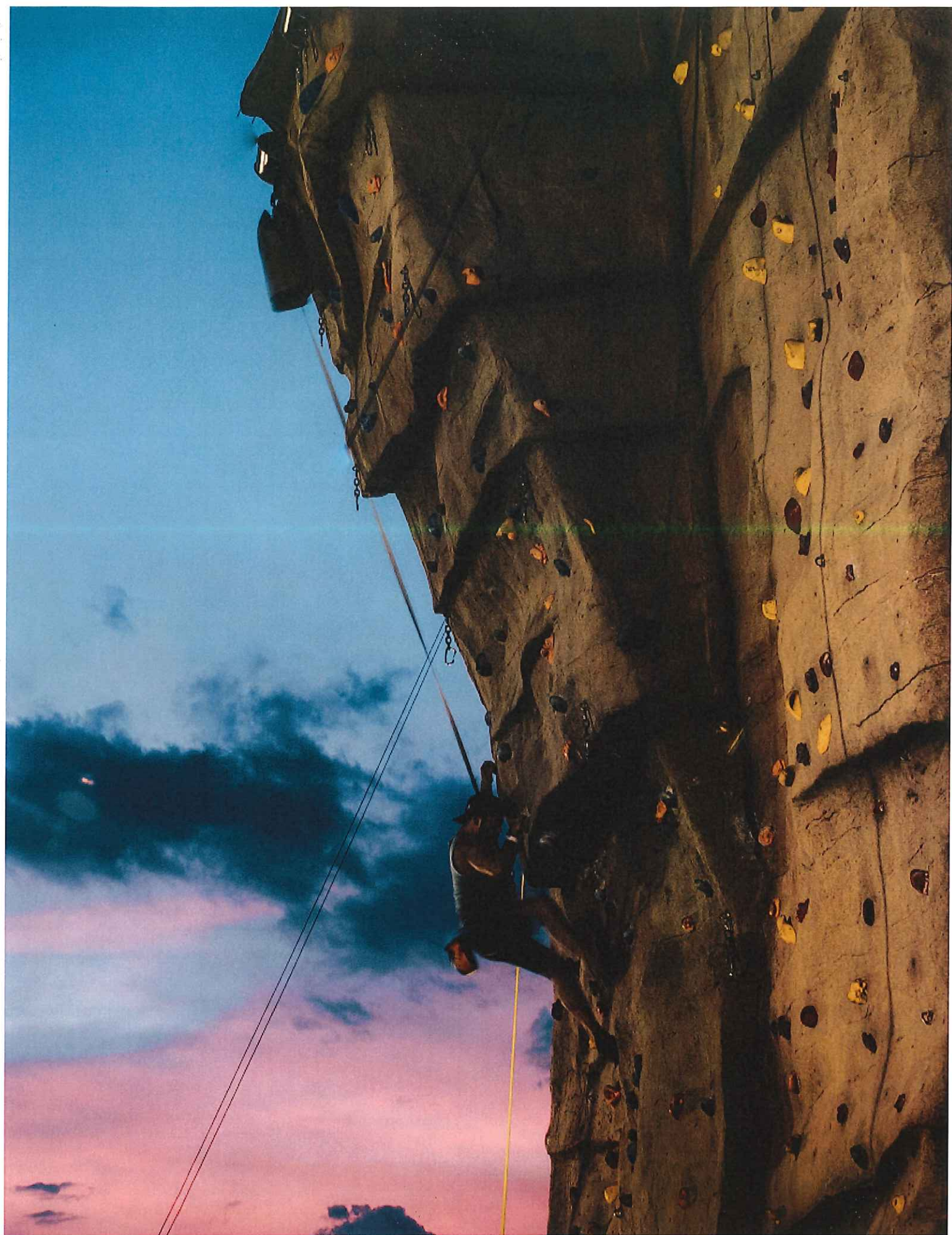
Administrative Payroll	41%
Insurance	4%
Professional Fees	2%
Repairs & Maintenance	9%
Utilities	13%
Marketing	11%
Rents and Leases	2%
Supplies	11%
Other Operating Expenses	7%

**Five Year
Operating P&L
Summary**

	FY1	FY2	FY3	FY4	FY5
Ordinary Income/Expense					
Income	1	1.1	1.1	1.1	1.1
4000 · Passes	6,915,487	7,607,036	8,367,739	9,204,513	10,124,964
4100 · Paddlesports	276,555	304,211	334,632	368,095	404,905
4200 · Land & Adventure	217,786	239,565	263,521	289,873	318,861
4270 · Canopy Tour	146,989	161,688	177,857	195,642	215,206
4300 · Food & Bev	4,031,161	4,434,277	4,877,705	5,365,475	5,902,023
4400 · Retail	569,796	626,776	689,453	758,399	834,238
4530 · Parking	499,394	549,334	604,267	664,694	731,163
4520 · Outdoor School	368,094	404,904	445,394	489,934	538,927
4590 · Races	163,272	179,599	197,559	217,315	239,047
4600 · Other Operating	303,834	334,217	367,639	404,403	444,843
4700 · Other Non Operating	72,621	79,883	87,871	96,658	106,324
Total Income	13,564,989	14,921,488	16,413,637	18,055,001	19,860,501
Cost of Goods Sold					
5020 · COGS - Labor	2,808,030	3,088,833	3,397,716	3,737,488	4,111,236
5100 · COGS - Retail	388,483	427,331	470,064	517,071	568,778
5300 · COGS - F&B	1,231,632	1,354,796	1,490,275	1,639,303	1,803,233
5400 · COGS - Other	455,790	501,369	551,506	606,656	667,322
Total COGS	4,883,935	5,372,328	5,909,561	6,500,517	7,150,569
Gross Profit	8,681,055	9,549,160	10,504,076	11,554,484	12,709,932
Expense					
6100 · Administrative Payroll	2,083,771	2,292,148	2,521,362	2,773,499	3,050,848
6250 · Insurance	204,142	224,556	247,012	271,713	298,884
6270 · Professional Fees	107,094	117,804	129,584	142,543	156,797
6300 · Repairs & Maintenance	453,729	499,102	549,012	603,913	664,304
6390 · Utilities	649,956	714,952	786,447	865,092	951,601
6400 · Marketing	578,117	635,929	699,522	769,474	846,421
6500 · Rents and Leases	104,241	114,665	126,131	138,744	152,619
6700 · Supplies	556,937	612,631	673,894	741,283	815,411
6800 · Other Operating Expenses	354,643	390,107	429,118	472,030	519,233
Total Expense	5,092,630	5,601,893	6,162,082	6,778,290	7,456,119
Net Ordinary Income	3,588,425	3,947,268	4,341,994	4,776,194	5,253,813

Monthly Operating
P&L Summary

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
Ordinary Income/Expense													
Income													
4000 - Passes	100,454.25	96,903.95	41,735.72	27,236.95	198,133.33	471,860.88	910,611.58	1,181,919.77	1,554,699.10	1,389,744.18	670,485.67	271,711.51	6,915,486.88
4100 - Paddlesports	2,580.54	162.50	-	-	8,635.68	12,376.49	34,428.98	55,520.57	70,321.58	58,108.46	26,584.54	7,835.96	276,555.30
4200 - Land & Adventure	4,498.00	1,353.50	2,599.55	1,051.05	10,162.24	14,738.38	17,086.83	26,982.38	18,873.24	51,835.36	39,168.53	29,457.11	217,786.17
4270 - Canopy Tour	6,985.39	3,355.30	1,619.80	4,607.20	6,884.15	10,012.76	18,404.75	20,816.90	27,115.89	22,730.50	14,548.95	9,907.30	146,988.89
4300 - Food & Bev	43,214.29	25,204.26	33,674.28	25,031.82	151,137.50	352,042.10	646,184.29	646,607.82	785,838.15	687,626.51	462,569.31	172,030.66	4,031,160.80
4400 - Retail	9,867.60	15,682.91	10,785.95	9,063.69	32,007.01	84,256.84	83,613.28	94,293.74	105,881.59	83,789.92	39,330.89	21,276.63	569,796.06
4530 - Parking	10,703.40	11,012.40	16,656.00	10,057.80	29,677.20	43,915.00	77,242.20	87,412.40	93,731.40	69,849.00	45,858.60	23,278.80	499,394.20
4520 - Outdoor School	2,553.60	176.40	834.00	2,226.00	4,941.00	15,450.34	24,132.94	82,305.60	145,704.00	74,329.47	8,604.21	6,836.75	368,094.31
4590 - Races	4,137.00	9,167.59	5,726.30	11,408.40	17,335.20	25,451.20	20,758.00	20,883.60	9,311.30	9,395.20	14,680.40	15,017.89	163,272.08
4600 - Other Operating	1,671.57	2,169.65	770.01	1,543.96	10,423.33	30,914.42	35,545.34	50,576.78	73,065.82	58,114.81	28,866.25	10,171.91	303,833.86
4700 - Other Non Operating	26,251.46	1,853.11	3,630.92	5,083.73	7,487.19	4,892.91	3,702.04	2,971.80	432.18	8,684.18	2,814.00	4,837.15	72,620.67
Total Income	212,917.10	167,041.57	118,032.55	97,310.40	476,803.83	1,045,911.33	1,871,690.23	2,250,291.37	2,884,964.25	2,514,207.59	1,353,511.35	572,361.66	13,564,989.23
Cost of Goods Sold													
5020 - COGS - Labor	112,671.60	94,113.09	90,858.57	83,583.13	161,218.93	219,829.12	320,678.71	411,689.69	491,293.80	386,579.56	255,246.07	180,267.51	2,808,029.79
5100 - COGS - Retail	6,838.67	12,211.76	10,503.05	7,138.84	21,161.04	44,745.65	52,324.30	57,013.20	65,442.43	51,720.03	44,605.32	14,832.45	388,482.73
5300 - COGS - F&B	22,239.90	11,533.28	8,462.68	10,069.75	63,769.05	113,752.74	172,005.86	186,484.00	261,524.69	202,820.81	147,300.27	31,669.30	1,231,632.30
5400 - COGS - Other	2,119.84	11,156.66	3,879.46	5,075.03	24,229.95	113,709.09	40,671.25	45,859.95	69,691.18	52,746.85	50,906.85	35,743.62	455,789.72
Total COGS	143,870.01	129,014.79	113,703.75	105,866.75	270,378.98	492,036.60	585,680.11	701,046.84	887,952.11	693,867.25	498,058.51	262,512.87	4,883,934.54
Gross Profit	69,047.09	38,026.79	4,328.80	(8,556.35)	206,424.85	553,874.73	1,286,010.12	1,549,244.53	1,997,012.14	1,820,340.34	855,452.85	309,848.79	8,681,054.69
Expense													
6100 - Administrative Payroll	144,772.70	196,807.41	157,172.35	159,774.12	166,982.77	158,950.36	168,534.14	230,685.83	176,142.76	176,486.72	174,613.67	172,901.68	2,083,770.52
6250 - Insurance	19,333.70	17,459.90	17,459.90	17,459.90	17,565.25	18,319.45	17,224.85	17,565.25	17,826.00	14,746.88	14,589.38	14,589.38	204,141.83
6270 - Professional Fees	13,822.25	8,496.99	1,122.02	3.00	9,410.57	15,239.38	217.25	6,893.85	8.00	10,725.23	10,061.93	31,147.92	107,094.37
6300 - Repairs & Maintenance	28,250.78	23,865.24	39,637.04	24,806.14	28,602.52	39,474.79	60,570.88	32,732.29	50,044.75	44,856.36	53,411.25	27,476.89	453,728.91
6390 - Utilities	51,341.00	29,502.23	24,544.50	25,619.38	31,743.02	57,754.43	59,559.21	71,022.33	82,021.02	78,251.72	76,226.22	62,425.10	649,956.16
6400 - Marketing	11,502.94	7,450.08	14,275.24	10,896.35	117,024.15	79,773.74	105,577.15	69,231.45	70,546.70	48,303.54	26,594.57	16,941.10	578,117.01
6500 - Rents and Leases	9,263.95	9,493.71	9,023.69	7,064.68	8,815.79	9,031.43	7,853.56	5,589.43	9,469.93	8,420.07	9,501.34	10,713.11	104,240.69
6700 - Supplies	20,325.08	16,080.36	53,116.56	48,968.11	91,444.78	48,252.71	66,157.75	68,728.43	52,825.85	41,045.05	28,065.28	22,127.04	556,936.99
6800 - Other Operating Expenses	20,871.85	7,072.79	11,186.40	9,186.60	12,811.54	32,562.43	29,169.79	40,353.99	56,342.70	53,940.81	47,398.41	33,799.86	354,643.17
Total Expense	319,484.24	316,228.71	327,537.68	303,778.28	484,400.39	459,358.70	514,864.58	542,802.84	515,029.71	476,776.37	440,462.05	392,122.07	5,092,629.63
Net Ordinary Income	(250,437.15)	(278,201.93)	(323,208.87)	(312,334.63)	(277,975.54)	94,516.03	771,145.54	1,006,441.69	1,481,982.43	1,343,563.97	414,990.79	(82,273.28)	3,588,425.05





1430 SOUTH MINT STREET #105
CHARLOTTE, NC 28203
704-338-9980