

# Memorandum

## City of Lawrence

### Planning and Development Services

**TO:** David L. Corliss, City Manager

**FROM:** Sandra Day, Planner II

**CC:** Scott McCullough, Planning and Development Services Director  
Amy Miller, Assistant Planning Director  
Sheila Stogsdill, Planning Administrator

**Date:** For November 5, 2013 meeting

**RE:** Dedications associated with PF-13-00395, Final Plat of Holcom School Subdivision

**ATTACHMENTS:**

Attachment A: Administrative Determination Report  
Attachment B: Holcom School Subdivision Final Plat  
Attachment C: Utility exhibit  
Attachment D: Existing Access through Park Property

**Summary**

The final plat for the Holcom School Subdivision was administratively approved by the Planning Director on October 22, 2013 subject to conditions. As the plat includes the dedication of easements and rights-of-way, it has been placed on the City Commission agenda for acceptance of dedications.

The City Commission is requested to consider a request to allow the Final Plat to be recorded without the submission and approval of public improvement plans and the necessary guarantees to ensure construction of such. There are no immediate plans to develop the property and the property owner wishes to defer construction of such public improvement (public sanitary sewer main) at this time until a specific use is known. Sanitary sewer service lines extended to the south (through Holcom Park) serves the existing improvements

The existing improvements on the school property are accessed from W. 25<sup>th</sup> Street (public street access) through and across the City's park property. A portion of this access also functions as an interior sidewalk to the north baseball fields. During the review of the Final Plat it was determined that a formal access agreement does not exist. The City Commission is requested to consider an access easement between the City and the Lawrence School District for continued access to the property until the

property is redeveloped. At that time access to this property would be provided from Lawrence Avenue.

**Action Requested**

- Accept dedication of right-of-way for Lawrence Avenue and utility easements as shown on the Final Plat.
- Approve request to defer public improvements or require a guarantee for public improvements at this time to allow the Final Plat to be recorded.
- Approve of an access agreement with the Lawrence School District.