

City of Baldwin City
PO Box 86
Baldwin City, Kansas 66006
Council Meeting Agenda

Baldwin City Community Center
712 Chapel St
Baldwin City, KS 66006

TUESDAY
November 18th, 2025
7:00 PM



A. Call to Order-Mayor Casey Simoneau

B. Approval of Agenda

C. Consent Agenda

1. Minutes 11.04.2025
2. Scheduled Claims List
3. Special Event-Festival of Lights
4. Liquor License Renewal-The Bullpen

D. Public Comment:

Members of the public are welcome to comment on items relating to City business not listed on this Agenda. Please stand and wait to be recognized by the Mayor. As a general practice, the comments may or may not be acted upon by the Council during the meeting, or Council may refer the items to staff for follow up.

*If you wish to comment on an item listed on the agenda, a **sign-up sheet** is provided for you to sign in and provide your address. You will be called on when the Agenda item of interest is under discussion by the Council.*

E. Special Reports or Presentations

F. Old Business

G. New Business

1. Planning Commission Appointment
2. Ordinance 1524
3. Ordinance 1525

H. Council Committee Reports

1. Budget and Finance - Scott Lauridsen/Cory Venable
2. Community Development - Cory Venable/Susan Pitts

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-
3. Public Safety - Susan Pitts/Jay King
 4. Public Works and Utilities - Julie Constantinescu/Jay King
 5. Strategic Planning - Scott Lauridsen/Julie Constantinescu
 6. Lake Advisory Committee-Jay King/Julie Constantinescu
 7. Communications Policy Advisory Committee-Susan Pitts/Scott Lauridsen

I. City Administrator and Staff comments

J. Council and Mayor comments

K. Executive Session

L. Adjourn

City Council meets every first and third Tuesday of each month at 7:00 p.m. at the Baldwin Community Center. Council work sessions are held the last Tuesday of each month at 7:00 p.m. at the Baldwin Community Center.

City of Baldwin City
Minutes
Tuesday, November 21, 2025
Regular Council Meeting

A. Call to Order

The Baldwin City Council was called to Regular Session at 7:00 p.m. at the Baldwin City Community Center, 712 Chapel Street, with Mayor Casey Simoneau presiding.

Present were Council Members: Jay King, Susan Pitts, Cory Venable, and Scott Lauridsen.

Also, attending: Russ Harding-Interim City Administrator; Amara Packard-City Clerk; Shiloh Afonja-Deputy City Clerk, and Sgt. Stephenson-Police Department.

B. Approval of Agenda

Susan Pitts moved and Jay King seconded to approve the agenda as presented. Motion carried with a vote of 4 yes and 0 no.

C. Consent Agenda

Jay King moved and Cory Venable seconded to approve the consent agenda as presented. Motion carried with a vote of 4 yes and 0 no.

1. Minutes - 11.04.25
2. Scheduled Claims List

D. Public Comment

E. Special Reports or Presentations

F. Old Business

1. Resolution 2025-23

Resolution 2025-23 gives Mayor Simoneau the authority to sign the documents for the closing of BlackJack property, which the title company requires.

Jay King moved and Cory Venable seconded to approve Resolution 2025-23. Motion passes 4-0.

G. New Business

1. Library Board Appointment

The committee interviewed two candidates for this position and Devin Scott was selected to be recommended for the appointment to the library board.

Cory Venable moved and Susan Pitts seconded to approve Devin Scott as the Library Board appointment. Motion passes 4-0.

2. Ordinance 1521 - Conditional Use Permit

Ordinance 1521 is a conditional use permit allowing the applicant to house family members in a RV on their property for a year.

Scott Lauridsen stated that this would be hard to enforce.

Mayor Simoneau said that it is currently against ordinance, so they had to apply for a conditional use permit. The council could always go back and revisit the RV ordinance, but this allows time for the family to move forward during that time.

Susan Pitts moved and Jay King seconded to approve Ordinance 1521 as presented. Motion passes 4-0. Jay King-yes Susan Pitts-yes, Cory Venable-yes, and Scott Lauridsen-yes.

3. Ordinance 1522 - Conditional Use Permit

Ordinance 1522 is a conditional use permit allowing an applicant to have their vehicle detailing business at their home. There was a 2 year term presented, but Mayor Simoneau said that the conditional use permit was with the applicant, not the home. When the applicant moves out, the conditional use permit would no longer be valid. The reason the applicant had to apply for a conditional use permit is because the property is zoned residential.

Susan Pitts moved and Jay King seconded to approve Ordinance 1522 as presented, without the 2 year limitation. Motion passes 4-0. Scott Lauridsen-yes, Cory Venable-yes, Susan Pitts-yes, and Jay King-yes.

4. Ordinance 1523 - Conditional Use Permit

Ordinance 1523 would waive the requirement of the drainage and traffic study and allow the current parking configuration for the church next door. The church tore down some of their building and will be rebuilding in the same footprint.

Susan Pitts moved and Jay King seconded to approve Ordinance 1523 as presented. Motion passes 4-0. Scott Lauridsen-yes, Cory Venable-yes, Susan Pitts-yes, and Jay King-yes.

H. Committee Reports

1. Budget and Finance - Scott Lauridsen/Cory Venable

Next meeting 11/07/2025 at 7:30am, second floor of City Hall

2. Community Development - Cory Venable/Susan Pitts

Next meeting will be 11/10/2025 at 4:00pm, second floor of City Hall

3. Public Safety - Susan Pitts/Jay King

Next meeting will be 11/11/2025 at 4:00pm, second floor of City Hall

4. Public Works and Utilities - Julie Constantinescu/Jay King

Next meeting TBD at 9:00am, Public Works Conference Room

5. Strategic Planning-Scott Lauridsen/Julie Constantinescu

Next meeting TBD at 2:00pm, second floor of City Hall

6. Lake Advisory Committee-Julie Constantinescu/Jay King
Next meeting will be 11/18/2025 at 6:00pm, Community Center

7. Communications Advisory Board-Susan Pitts/Scott Lauridsen

- Discussed a text alert system called Outifi.
- Susan is creating a matrix of what is being communicated and appropriate channels.

Next meeting will be 11/21/2025 at 2:00pm, Community Center

I. City Administrator and Staff Comments

J. Council & Mayor Comments

Mayor Simoneau told the council where they stand with the City Administer position. The League has received 36 applicants and are in the process of being bound. They will be distributed to the council as soon as possible. There will be three committees, one to review resumes, one for initial interviews, and one for final interviews. There will be a city staff member included in each committee. The resume review will be the week of November 17, with the interviews to follow so this can get wrapped up.

K. Executive Session

L. Adjourn

Susan Pitts moved and Jay King seconded to adjourn the regular meeting. Motion passes 4-0. Time: 7:11 p.m.

Attest:

Amara M. Packard
City Clerk

11/18/2025 THRU 11/18/2025

INVOICE NUMBER	VENDOR NAME	GL ACCOUNT #	AMOUNT	PAYMENT	CHECK #	CHECK DATE
	REFERENCE			AMOUNT		
17LT-QNVD-6PCH	AMAZON CAPITAL SERVICES SKID STEER STARTER	18.22.2540		154.59		
					154.59	41482142 11/18/25
1DFM-G7Y9-6RRV	30 REAMS COPY PAPER	11.26.2780		70.49		
	30 REAMS COPY PAPER	12.11.2780		70.48		
					140.97	41482142 11/18/25
1FFF-HKDX-JK4C	AVERY LABELS FOR TRASH SERVICE	01.01.3110		41.48		
					41.48	41482142 11/18/25
1FVJ-4MDF-9N4N	DELL OPTIPLEX PC FOR CITY HALL	01.01.4011		1,013.94		
					1,013.94	41482142 11/18/25
1KFW-K3KM-9QK4	32G RAM/DELL	11.24.4011		369.24		
					369.24	41482142 11/18/25
1PNF-HGXJ-7GGQ	FORKS	01.02.3800		22.98		
	WHITE LABEL TAPE/COPY PAPER	01.02.3110		73.98		
	MULTI FOLD PAPERTOWELS	01.02.3680		73.76		
					170.72	41482142 11/18/25
6574033-01	ANIXTER INC BRACKETS/BOLTS	40.24.2204.1120		79.75		
					79.75	68720 11/18/25
6579772-00	WIRE 6 CU 315'/8 FT CU 13MIL	40.24.2204.1120		2,443.38		
					2,443.38	68720 11/18/25
6579772-01	ROD 8FT CU 13MIL	40.24.2204.1120		1,159.14		
					1,159.14	68720 11/18/25
6583974-00	TAPE/STIRRUP/CLEANER	40.24.2204.1120		854.34		
					854.34	68720 11/18/25
6583974-03	COPPER CONNECTORS	40.24.2204.1120		636.93		
					636.93	68720 11/18/25
6590364-00	EHS GALV 250'/STRAIN SILI CLV	40.24.2204.1120		2,922.44		
					2,922.44	68720 11/18/25
6590364-01	SILI CLV 78"	40.24.2204.1120		1,219.23		
					1,219.23	68720 11/18/25
ACCT#146_OCT2025	ARROWHEAD - 146 ACCT#146_BALDWIN CEMETERY ACCT#146_BALDWIN CEMETERY	03.01.2530 03.01.2610		6.99 82.76		
					89.75	68721 11/18/25
ACCT#3261_OCT2025	ARROWHEAD - 3261 WASP/HORNET SPRAY MARKING WAND 2" ENTRANCE CAP	11.25.7999 11.25.3355 11.25.2496		13.09 43.69 28.94		
					85.72	68722 11/18/25
ACCT #3850 OCT 2025	ARROWHEAD - 3850 18" OWL W/ ROTATING HEAD 2 20" BOX FANS 6 TUBES OF SAND	01.05.7999 01.05.7999 01.05.7999		75.98 49.98 41.94		
					167.90	68723 11/18/25
ACCT#6423_OCT2025	ARROWHEAD - 6423 POWER PLANT POWER PLANT	11.24.3800 11.24.2530		94.92 21.10		
					116.02	68724 11/18/25
ACCT #6427 OCT 2025	ARROWHEAD - 6427 RETURN SC HD COMM ENTRY LEVER PUMPKIN DISPLAY FOR CITY HALL	01.01.2520 01.01.2516		87.99- 185.52		
					97.53	68725 11/18/25
	ARROWHEAD - 6822					



SPECIAL EVENTS APPLICATION

Submit completed application to City Clerk Office thirty (30) days prior to event

Date: October 29, 2025

Name of contact person Baldwin City Chamber of Commerce

Phone 785-594-3200

Email director@baldwincitychamber.com

Name of Sponsoring Business or Organization (if different than above)

Address or location of event downtown Baldwin City and Sullivan Square

Describe the type of event proposed Festival of Lights

Date(s) of proposed event: December 6, 2025

Hours of operation: 4 p.m. - 7:30 p.m.

Please describe the details of your event in the space provided below. Attach additional sheets if necessary. Parade lineup on Chapel Street 5p.m. - 6p.m. Market in Sullivan Square: 4p.m. - 7:30p.m. Streets close @ 3p.m. Life 88.5 stationed on High Street west of 8th & High Intersection. Mayor's Christmas Tree Lighting following parade & pics w/ Santa & Grinch. Christmas tree loading will be in ally behind SS. Parade @ 6p.m.

Attendance: Total anticipated attendance: Persons about 400 Vehicles about 100

Electrical - does your event require electricity? ☐ No ☒ Yes (if yes, show location(s) on map)

Barricades - does your event require street closure? ☐ No ☒ Yes (if yes, show location(s) on map)

Trash: How will trash be managed? ☐ Provide Own Trash Receptacles

☒ Request City Services (show location(s) on map)

Would like to use the patio heaters.

Restrooms: Number of Portable Restrooms ⁰ _____

Company to place/remove _____

Company contact info _____

Structures: Are temporary buildings, site improvements or alterations, grills, tents, canopies, inflatable structures, or live music proposed with this request? ☐ No ☒ Yes

If yes, please describe:

There will be vendors inside Sullivan Square, some may have canopy tents. Life 88.5 radio station will be set up on High Street west of the 8th and High intersection. They will have a snow machine, recorded music, and inflatable items. The USD 348 brass band will perform live music at 8th and High intersection from about 5:15 p.m. to 5:45 p.m.

Signs: Are signs or attention attracting devices proposed with this event? ☒ No ☐ Yes (if yes, show on map)

Publicizing Event: Will the proposed event be advertised to the public?

☐ No ☒ Yes – Flyers ☒ Yes – Newspapers ☒ Yes – Radio/TV (Please attach copy)*

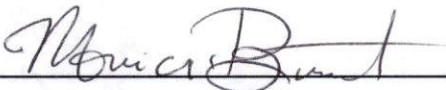
* Not sure about this as 88.5
is doing the radio promotion

REQUIRED DOCUMENTS CHECK LIST:

- ☒ **Completed Application**
- ☒ **Map** - Attach a map showing street(s) and location of the event as described above.
- ☒ **Insurance coverage** – Applications for all events *held on public property and/or assisted by the City of Baldwin City* must be accompanied by a Certificate of Insurance identifying the City as "Additional Insured." Proof of liability and bodily injury insurance coverage at a minimum amount of \$500,000.00 combined single limit per occurrence with a minimum aggregate limit of \$1,000,000 is required. Insurance certificates must reference the event to be held and be dated within 30 days of the event. Contact City Clerk Packard at apackard@baldwincity.gov or call 785.594.6427 to confirm if applicable to your event.
- ☒ **Non-Profit:** Fee's may be waived by the City Administrator if a letter showing non-profit status is included with application.
- ☒ **Application fees:** \$100.00
- ☒ **Utility fees:** If electric service is requested, a fee of \$25.00 plus the cost of electricity used will be assessed.
- ☒ Applicants must complete a utility card in advance and include with the application.
- ☒ **Alcohol:** If alcohol is to be served or sold a copy of the *approved KSDR Form ABC-830 Temporary Permit Application and Agreement* on file with the City Clerk.

I certify that the information contained in and attached to this application is correct, and I agree to abide by the terms of the Code of the City of Baldwin City, Kansas, which regulate special events, and by the specific terms and stipulations of this permit.

By signing this application, the applicants for a Special Event Permit agree to hold the City of Baldwin City and its employees harmless for any and all claims, lawsuits, or liability including attorney fees, costs allegedly arising out of loss, damages, or injury to person or person's property occurring during the course of or pertaining to the Special Event caused by the conduct of employees or agents of applicants.

Applicants Signature: 

Applications for a special event filed after thirty (30) days prior to the event may not be considered



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/25/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Integrity Midwest Insurance, LLC 3301 Clinton Pkwy Ct. Lawrence, KS 66047	CONTACT NAME:	Wesley Tedlock		
		PHONE (A/C, No, Ext):	(785)856-5100	FAX (A/C, No):	(888)900-4599
		E-MAIL ADDRESS:	wesley@integritymw.com		
		INSURER(S) AFFORDING COVERAGE	NAIC #		
		INSURER A:	Hartford Underwriters Ins Co	30104	
		INSURER B:	Hartford Property & Casualty	34690	
		INSURER C:			
		INSURER D:			
		INSURER E:			
		INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 00031938-177320

REVISION NUMBER: 3

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			37SBAAW3CKA	03/01/2025	03/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	37WECAW3CTF	03/01/2025	03/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Baldwin City 803 8th St. Baldwin City, KS 66006	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE (WRT)

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Published in the Lawrence Journal World on the ____ day of _____, 2025

ORDINANCE NO. 1524

AN ORDINANCE REPEALING SECTION 26-104(4) OF THE BALDWIN CITY ZONING REGULATIONS RELATING TO BED AND BREAKFAST FACILITIES; AND REPEALING ANY ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, the City of Baldwin City has established zoning and land-use regulations within Article 26 of the Baldwin City Zoning Regulations to promote the health, safety, and general welfare of the community; and

WHEREAS, Section 26-104(4) of the Baldwin City Zoning Regulations currently includes provisions regulating **Bed and Breakfast Facilities**; and

WHEREAS, upon review of the zoning regulations, the Governing Body has determined that the provisions contained in Section 26-104(4) are no longer necessary, appropriate, or consistent with the City's land-use goals and regulatory framework; and

WHEREAS, the Governing Body finds it in the best interest of the City to repeal Section 26-104(4) in order to ensure clarity, consistency, and effective administration of the zoning code; and

WHEREAS, the Governing Body desires to update the Baldwin City Zoning Regulations accordingly.

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BALDWIN CITY, KANSAS:

Section 1. Repeal of Code Provision. Section **26-104(4)** of the Baldwin City Zoning Regulations, pertaining to **Bed and Breakfast Facility**, is hereby **repealed in its entirety**.

Section 2. Remaining Code Provisions Unaffected. All other provisions within Section 26-104 and Article 26 shall remain in full force and effect and are not altered by this ordinance.

Section 3. Repealer. All ordinances, resolutions, or parts thereof in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is determined to be invalid, such decision shall not affect the validity of the remaining portions.

Section 5. Effective Date. This ordinance shall take effect and be in full force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Baldwin City, Kansas, this ____ day
of _____, 2025.

Mayor

ATTEST:

City Clerk

ARTICLE 9. MOBILE HOMES

4-901. Public necessity.

It is hereby found that in order to protect and promote the public health, morale, convenience, safety and welfare, to preserve the appropriate character of each area within the city, it is necessary to provide for the regulation, permits and fees for the locations of mobile homes within the city.

(Ord. 784, Sec. 1)

4-902. Terms defined.

For the purpose of this article, the following rules and regulations shall be applied: Words used in the present tense shall include the future; the singular number shall include the plural and the plural shall include the singular, and the word shall is mandatory and permissive. The following specific terms and words shall have the following meaning:

(a) Mobile Home. - Shall mean all vehicles used, or so constructed as a permit being used as conveyances upon the public streets or highways and duly licensable as such, and constructed in such a manner as will permit occupancy thereof for human habitation, dwelling or sleeping places for one or more persons; provided that this definition shall refer and include for all portable contrivances used or intended to be used generally for living and sleeping quarters and which is capable of being moved by its own power, towed or transported by another vehicle.

(b) Inspector. - Shall mean the zoning and codes administrator or its authorized representative.

(c) Permittee. - Shall mean any person to whom a permit is issued for a mobile home, or a temporary permit is issued in accordance with the provisions of this article as hereinafter described.

(d) Person. - Shall mean any natural individual, firm, trust, partnership, association, or corporation, whether tenant, owner, lessee, licensee, permittee, agent, heirs or assigns.

(Ord. 784, Sec. 2)

4-903. Licenses and temporary permits.

(a) It shall be unlawful for any person to park, place or abandon any mobile home upon any street, alley, highway or any public place or upon any premises, tract of land located within the corporate limits of the city, and which is situated outside a licensed mobile home park without first having secured a temporary permit as herein provided.

(b) The parking of one visiting mobile home in an accessory private garage building, or in a private driveway, or in the side or rear yard of any premises for a period of not to exceed 30 days shall be permitted; provided, that the temporary permit for such shall not be renewed or another permit issued for such mobile home at the same location within the calendar year that such temporary permit was issued.

(c) This section shall not apply to the following:

- (1) The emergency or temporary stopping or parking for 24 hours and subject to any other limitations that may be imposed by other ordinances of the city relative to parking.
- (2) Unoccupied mobile homes for demonstration and sales purposes only may be located within any district permitted by the zoning ordinances for such.

- (3) The storage of any unoccupied or uninhabited mobile homes within the corporate limits of the city shall be permitted in the side or rear yard of any premises; provided that such storage is not in conflict with any other sections of this article, the zoning regulations or other pertinent ordinances of the city. All existing mobile homes of a permanent or semi-permanent nature located outside of a licensed mobile home park shall secure a mobile home occupant permit as herein provided within 60 days after April 14, 1988. The lawful use of land existing on April 14, 1988, although such use does not conform to the provisions hereof, may be continued, but if such non-conforming use is discontinued, any further use of such premises shall be in conformity with the provisions of this article.

(Ord. 784, Sec. 3)

4-904. License fees and temporary permit fees.

- (a) The annual license fee for each existing mobile home of a permanent or semi-permanent nature outside of a licensed mobile home park as provided hereinabove shall be \$10.00.
- (b) The cost of a temporary permit for each single mobile home as provided hereinabove shall be \$10.00.
- (c) All license fees, except temporary permit fees, shall be for the calendar year, shall not be prorated, and shall expire on December 31 of each year.

(Ord. 784, Sec. 4)

4-905. Application for licenses and permits.

- (a) The application for a temporary permit and for individual mobile homes shall be in writing on forms provided by the city and shall include the following:

- (1) The name and address of the applicant.
- (2) The location and legal description of the property or area on which the mobile home is parked or is to be parked temporarily.
- (3) The dates that the mobile home will be temporarily parked.
- (4) The license number of the mobile home.
- (5) Certification by the occupant, owner or tenant of a temporarily parked mobile home, that all plumbing fixtures may be sealed by the inspector or his or her representative. In the event that such plumbing is sealed, the owner or occupant of such mobile home shall not permit such seal to be broken except by the direction of the inspector or his or her representative.
- (6) The signature of the applicant.

- (b) All applications for temporary permits of mobile homes as herein provided shall be approved by the inspector or his or her representative. Upon certification by the inspector that all temporary permits are in compliance with the provisions of this article, then the office of the city clerk shall issue the city permit upon payment of the fee as hereinbefore provided.

(Ord. 784, Sec. 5)

4-906. Individual permanent or semi-permanent mobile homes.

After April 14, 1988, any mobile home which is presently located on permanent or semipermanent basis outside licensed mobile home parks shall be construed as a permanent structure and subject to all the requirements of the building, plumbing, electrical, gas, fire prevention and sanitary code, and the zoning ordinance of the city. Upon application in writing by a licensee for renewal, and after re-inspection by the inspector of the existing mobile home

for conformance with the regulations of this article, and upon the payment of the annual license fee, the city clerk shall issue a certificate renewing such license for another calendar year.

(Ord. 784, Sec. 6)

4-907. Penalties.

(a) Any person who shall neglect or refuse to comply with or shall violate or attempt to violate any of the provisions of this article or any amendments or additions thereto, whether as owner, agent, officer, employee, tenant, occupant, lessee, or any other person who shall permit or take part in, or assist in, such violation or attempted violation shall be deemed guilty of a code violation, constituting a separate offense for each and every day, or portion thereof, during which such violation is committed, continued, permitted or attempted, and upon conviction thereof, shall be punished by a fine of not more than \$100.00.

(b) The imposition of the penalties herein prescribed shall not preclude the city, or any other interested person from instituting injunction, mandamus or other appropriate action or proceeding authorized by law to prevent, correct or abate such violation.

(Ord. 784, Sec. 7)

Published in the Lawrence Journal World on the ____ day of _____, 2025

ORDINANCE NO. 1525

AN ORDINANCE REPEALING CHAPTER IV, ARTICLE 9 OF THE CODE OF THE CITY OF BALDWIN CITY, KANSAS; AND REPEALING ANY OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, the Governing Body of the City of Baldwin City, Kansas has reviewed the provisions contained in Chapter IV, Article 9 of the City Code; and

WHEREAS, the Governing Body finds that the regulations within Chapter IV, Article 9 are no longer necessary, have become outdated, or are otherwise deemed no longer in the best interest of the City; and

WHEREAS, the Governing Body desires to repeal Chapter IV, Article 9 in its entirety to promote clarity and accuracy within the City Code; and

WHEREAS, the Governing Body finds it is appropriate and advisable to amend the City Code accordingly.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BALDWIN CITY, KANSAS:

Section 1. Repeal of Chapter IV, Article 9. Chapter IV, Article 9 of the Code of the City of Baldwin City, Kansas is hereby repealed in its entirety.

Section 2. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Effective Date. This ordinance shall take effect and be in full force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Baldwin City, Kansas this ____ day of _____, 2025.

Mayor

ATTEST:

City Clerk