

MLS & Rules Committee

Agenda / Action Items



Date: 03.10.2025

Chairperson: Lindsay Landis

Time: 12:30pm - 2:00pm

Vice-Chairperson:

Locati LBOR Office

Staff Liaison: Linda Manley & Rob Hulse

Committee Member Attendance: Nicholas Lerner requested an excused absence.

AGENDA ITEMS

No	Topic
1	Review Previous Meeting Minutes from 01.30.2025
2	Review Requested Excused Absences - Review 2025 Attendance Sheet
3	MLS Staff Update <ol style="list-style-type: none">Sold Reporting timeframe of 2 business days was approved by Board of Directors.Citation Policy changes were approved by the Board of Directors.Changes to the Status Change fine amounts were approved by Board of Directors.Coming Soon - update regarding implementation.Coming Soon - update regarding Training.
4	Zoning Code/District Conversion occurring on April 1, 2025 - See Zoning Districts Handout
5	Investor Property Listings - Painpoint for Readily Available to Show at 1 Business Day.
6	Under Contract Listings returning to Active Status prior to signed Cancellation Notice.
7	Consider a Paragon Alert/Warning when approaching Closing Date - <i>Three options presented by Paragon Support.</i>
8	Define the status of "Sold Before Listed" - share MLS Staff research. <ol style="list-style-type: none">Spreadsheet of Sold Before Listed from MLS Staff
9	Define the status of "Sold After Expiration"
10	Consider Tabled Topics? <ol style="list-style-type: none">Readily Available to Show.Fair and Equal Access for all.Do we need policy/rules regarding Ancillary Dwelling Units (ADUs)?Define "Reasonably Prominent" in IDX Rules.
11	Next Meeting:
12	Adjourn: _____

MLS & Rules Committee

Meeting Minutes

- **Monday, February 10, 2025 – 12:30pm to 2:00pm**
- **AI-generated meeting notes**
Discussion on the use of AI-generated notes for meetings. The AI sometimes misinterprets information, but overall, it provides a comprehensive summary that can be easily edited.
- **Approval of meeting minutes**
The meeting minutes were reviewed. **It was moved and seconded to approve the meeting minutes. Motion passed.**

Excused Absences

- Discussion on excused absences for Erin Maigaard, Deanna Dibble, Nick Lerner, and Bill Perkins. Confirmation of communication prior to the meeting from each of these. **It was moved to grant and excused absence for Erin, Deanna, Nick, and Bill. Motion Passed.** Drew Deck was absent and unexcused.

MLS staff update and policy review

- Update on the coming soon policy and forms committee updates. Discussion on the final versions of documents to be reviewed at the board meeting, which will take place on Wednesday, February 12th.

MLS Requirement to Upload Documents

- **Document Upload Requirements**
Discussion on the necessity of uploading documents to the MLS, with comparisons to other MLS systems that do not require this step. Concerns were raised about the additional workload and whether it is necessary. After a lengthy discussion, there are no changes to the requirement to upload docs to the MLS.
- **Sold Status Change Deadline**
The group discussed the difficulty of meeting the one-day deadline for reporting sold status changes, considering factors like funding and deed transfer delays. They considered extending the deadline to provide more flexibility. After continued discussion, **it was moved and seconded to change the timeline to report a Sold Status Change from one (1) business day to two (2) business days. Motion Passed.** All other timelines remain unchanged.
- **Document Upload Requirements**
The discussion revolved around the requirement for uploading documents in the MLS and its impact on reliability and accountability. Concerns about compliance and the need for a consistent approach were raised.

MLS Fines / Citation Schedule

- **Fine System and Escalation**

The meeting addressed concerns about the fine system's quick escalation and its impact on members. Some members feel the fines are excessive and punitive, leading to dissatisfaction and potential membership loss. Members expressed concerns about the complexity of rules and the fear of incurring fines, leading to hesitation in making changes to listings.
- **Membership Decline**

A decline in membership was noted, particularly among secondary members. This was attributed to various factors, including dissatisfaction with the fine system and changes in business needs.
- **Contract and Status Change Deadlines**

The discussion focused on the challenges of meeting the 24-hour deadline for contract and status changes in the MLS system. Participants debated whether the fines for late submissions were too high and whether the deadlines were reasonable, especially for senior agents.
- **Escalation of Fines**

The discussion next focused on the escalation of fines for MLS-only members, particularly those with little broker oversight. Concerns were raised about the financial burden and the impact on business models. Suggestions included adjusting the fine amounts and the training requirements.
- **Training and Permission Reductions**

The group discussed the timing of required training and permission reductions for violations. The idea was to push training to the third offense and permission reductions to the fourth offense. **It was moved and seconded to push required training to the third offense and a reduction in permission levels to the fourth offense. Motion passed.**
- **MLS Fine Amount for Status Changes.**

Last, a motion was made to adjust the fine amounts for status change violations to **\$100, \$200, and \$300 for the first, second, and third offenses, respectively (currently \$100, \$250, \$500). Motion passed.**

Readily Available Showings for Investor Properties

- **Investment Property Showings**

The challenges of scheduling showings for investment properties, particularly multifamily units, were discussed. The need for flexibility in showing instructions due to tenant rights was highlighted. The Committee will resume this discussion at the next meeting.

The next meeting is scheduled for March 10th at 12:30.

MLS & Rules Committee	Role	1/3	1/30	2/10	3/10										Present	Excused	Unexcused
2025		Fri	Thu	Mon	Mon										<i>P</i>	<i>E</i>	<i>U</i>
Lindsay Landis	Chairperson	P	P	P													
Elizabeth Ham	Committee Member	E	P	Z													
Vanessa Schmidt	Committee Member	P	P	P													
Anna Clemente	Committee Member	P	P	P													
Bailey Stuart (President)	Committee Member	P	P	P													
Cheri Drake	Committee Member	E	P	Z													
Chris Earl	Committee Member	Z	P	P													
Danny Freeman	Committee Member	P	E	Z													
Deanna Dibble	Committee Member	E	U	E													
Drew Deck	Committee Member	E	U	U													
Erin Maigaard	Committee Member	E	P	E													
Nicholas Lerner	Committee Member	P	E	E	R												
Ryan Desch	Committee Member	P	P	Z													
Taylor LaRue	Committee Member	P	P	P													
William Perkins	Committee Member	P	P	E													
Claire Vowels	Committee Member	P	P	P													
Zach Dodson	Committee Member	P	E	P													
Linda Manley	LBOR	P	P	P													
Rob Hulse	LBOR	P	P	P													
		R = Requested Excused Absence			Z = Zoom	AL = Arrived Late	LE = Left Early										



Article 2. Zoning Districts General Provisions

20-201 Official Zoning Map

(a) Incorporation of Map

- (1) The boundaries of the zoning districts established by this LDC are shown on a map or series of maps designated the Official Zoning Map.
- (2) The Official Zoning Map, including all notations, references, data, and other information shown on the Official Zoning Map, is adopted and made a part of this LDC.
- (3) The Official Zoning Map shall be maintained by the Director, in accordance with K.S.A. 12-753.
- (4) In the case of any dispute regarding the zoning classification of property subject to this LDC, the original maps maintained by the Director shall govern. The Director is responsible for producing all updates of the Official Zoning Map.

(b) Interpretation of Boundaries

- (1) Unless otherwise indicated on the Official Zoning Map, zoning district boundaries shall follow lot lines, the center lines of streets or alleys or the specified distances from center lines, railroad right-of-way lines, or lot lines.
- (2) Where uncertainty exists about the boundaries of a zoning district, or when the street or property existing on the ground is different than that shown on the Official Zoning Map, the Director is authorized to determine the location of the boundaries. The Director's interpretation may be appealed to the Board of Zoning Appeals in accordance with Section 20-1604(a), Appeal of an Administrative Determination.

20-202 Zoning District Establishment

(a) Conversion from 2006 LDC

The incorporated area of Lawrence is divided into the zoning districts as shown in Table 20-2-1, below.

Table 20-2-1: Lawrence LDC Proposed Zoning Districts	
Current Zoning Districts	New Zoning Districts
Residential	
RS40 Single-Dwelling Residential–40,000 SF lot	R-1: Residential Very Low Density
RS20 Single-Dwelling Residential–20,000 SF lot	
RS10 Single-Dwelling Residential–10,000 SF lot	
RS7 Single-Dwelling Residential–7,000 SF lot	R-2: Residential Low Density
RS5 Single-Dwelling Residential–5,000 SF lot	

Table 20-2-1: Lawrence LDC Proposed Zoning Districts

Current Zoning Districts	New Zoning Districts
RS3 Single-Dwelling Residential–3,000 SF lot	R-3: Residential Medium Density
RM12/RM12D Multi-Dwelling Residential– 12 DU/AC	
RM15 Multi-Dwelling Residential -- 15 DU/AC	
RM24 Multi-Dwelling Residential– 24 DU/AC	R-4: Residential High Density
RM32 Multi-Dwelling Residential– 32 DU/AC	
New	R-5: Residential Very High Density
RMG Multi-Dwelling Residential-Greek Housing	Retired
Mixed and Commercial	
CN1 Inner Neighborhood Commercial	M-1: Mixed Small Neighborhood
RSO Single-Dwelling Residential-Office - 2,500 sq. feet.	
MU Mixed-Use	
CN2 Neighborhood Shopping Center	M-2: Mixed Large Neighborhood
CO Office Commercial	
RMO Multi-Dwelling Residential-Office	
CS Strip Commercial	M-3: Mixed Corridor
MU Mixed-Use	
CC Community Commercial	CC: Commercial Center
CR Regional Commercial	
CD Downtown Commercial	CD: Downtown Commercial
Industrial	
IBP Industrial/Business Park	IBP: Industrial Business Park,
IL Limited Industrial	IL: Light Industrial
IM Medium Industrial	
IG General Industrial	IG: General Industrial
Special Purpose	
GPI General Public and Institutional	P-1: Civic and Institutional
H Hospital	
OS Open Space	P-2: Open Space
U/KU University/Kansas University	U: University (includes U-KU and U-HINU)
UR Urban Reserve	UR: Urban Reserve
Planned Unit Development	
PUD (Previously PRD, PCD, PID, POD)	PD: Planned Development
Overlay	
ASO Airspace Overlay	ASO: Airspace Overlay
FP Floodplain Management Regulations Overlay	FP: Floodplain Management Regulations Overlay
HD Historic District Overlay	HD: Historic District Overlay
HL Historic Landmark Designation Overlay	HL: Historic Landmark Designation Overlay

Table 20-2-1: Lawrence LDC Proposed Zoning Districts

Current Zoning Districts	New Zoning Districts
PUD (Previously PRD, PCD, PID, POD)	PD: Planned Development Overlay
UC Urban Conservation Overlay	UC: Urban Conservation Overlay

(b) District Consistency with Comprehensive Plan

- (1) Table 20-2-1 identifies those zoning district(s) that are consistent with a given residential density, commercial type, or industrial intensity designation (“Development Designations”) identified in Plan 2040.
- (2) A Development Designation is a broad identifier of future land use and typically can be developed through that application of more than one zoning district. A dot in the table below indicates that the zoning district is appropriate for the corresponding Plan 2040 Development Designation and is therefore an appropriate option for zoning or rezoning of land for that Development Designation. This is one of multiple factors considered by the relevant decision-makers in a rezoning application.
- (3) A blank cell (no dot) in the table below indicates that the zoning district is not an appropriate option for rezoning of land within the corresponding Development Designation.
- (4) This LDC includes zoning districts that have been retired and to which property may not be rezoned.

Table 20-2-2: Comprehensive Plan Consistency

Category	Residential Density					Commercial Type					Industrial Intensity				
	Designation	Very Low	Low	Med	High	Very High	Sm Nhd	Lg Nhd	MU	Com	Reg	Ltd	Light	Med	Heavy
Residential															
R-1		■	■												
R-2			■												
R-3				■											
R-4					■										
R-5						■									
Mixed & Commercial															
M-1			■			■	■	■							
M-2				■			■	■							
M-3				■	■			■							
CC				■	■			■	■	■					
CD					■					■					
Industrial															
IBP											■				
IL									■			■	■		

Subject: FW: Question!

For Closing Date Warnings/Reminders – Paragon can trigger an alert as follows:

Option 1- Login Pop-Up Noting that a listing has been Under Contract for a long time.

If you go to Admin > Status Categories > Under Contract, there's a setting called "Months to Keep Listings." Since Pending/Under Contract listings are never purged from Paragon, this setting actually determines the number of months after a listing is put into 1 of these 2 statuses to begin having a pop-up come up after an agent logs in. The pop-up would say "This listing has been under contract for an extended period of time." The agent would continue receiving that prompt each time they log in until the listing has been changed to a different status. In your situation, I would suggest having this set to 1 month. Again, this would only apply to Pending/Under Contract listings.

Option 2- We could create a field rule to override the Expiration Date to match the closing date.

When Proposed Closing Date is updated, it will trigger the Expiration Date to match the Proposed Closing Date, so the Listing Agent would receive an expiration notice, so the agent would receive a notice, but it would be sent like an expired listing notice.


Option 3- Reminder Warning Message when Maintaining a Listing – This listing is scheduled to close tomorrow....

When maintaining a listing – a warning message can prompt the listing agent to update the Closing Date field, if necessary.

Home Market Monitor Listings Admin

Listings Maintain: 161441

INPUT MAINTENANCE

Primary  Add Label

Maintain Listing
 Add/Edit Pictures
 View Detail Report
 Add/Edit Documents
 Add/Edit Open House
 Add/Edit Tour
 View Activity Report
 View Audit Listing Report
 Access Log
 SentiLock - Assign
 Share via CollabLink
 Share via Text
 Share via Twitter

Input Fields: 177
 # of Fields: 47
 Remaining Fields: 0

MLS#161441 - 3301 RAINIER DRIVE

Save Listing Price Analysis Reset Fields Required Only Open All Close All Accept Warnings

1 warning, 0 errors 1 of 1


This listing is scheduled to close tomorrow. If closing is to occur as scheduled, no action is necessary. If the proposed closing date has changed, please update at this time. 308 Accept

(6) Housing Unit
 (44) Housing Unit #
 (5) Address 2
 (45) City **R** Lawrence
 (46) State **R** KS
 (48) Zip **R** 66047
 (49) Status **R** UC - Under Contract
 (50) Sale/Rent **R** For Sale
 (76) For Auction **R** N - No

General
 Features
 Financial
 Remarks
 Sold

(188) Contract Date **R** 12/22/2024
 (189) Proposed Closing Date **R** 01/29/2025

Listing #	Address	List Date	Contract Date	Sold Date	Agent
162502	16983 Hunter St., Olathe	2023.02.03	2023.12.29	2024.02.14	Crystal Swearingen
162504	800 New Hampshire, Lawr.	2024.11.12	2024.11.12	2024.12.16	Carson Levine
162473	1602 Willow, Valley Falls	2024.12.04	2024.12.04	2024.12.04	Michelle Gerety
162119	812 Mississippi, Lawr.	2024.10.02	2024.08.21	2024.12.04	Mickey Stremel
162314	1600 Tennessee, Lawr.	2024.06.09	2024.06.11	2024.07.31	Cheri Drake
162315	2333 Haversham, Lawr.	2024.09.18	2024.09.30	2024.10.30	Cheri Drake
162016	800 New Hampshire, Lawr.	2024.09.08	2024.09.08	2024.09.17	Carson Levine
161846	1600 Tennessee, Lawr.	2024.06.11	2024.06.11	2024.07.31	Cheri Drake
161864	3013-15 Atchison, Lawr.	2024.06.29	2024.07.23	2024.08.26	Holly Garber
161932	5011 Chesbro Ct., Lawr.	2024.09.05	2024.09.05	2024.10.08	Greta Carter-Wilson

 Contract-to-Sold date discrepancy