Wichita-Sedgwick County Metropolitan Area Planning Department

Jeff and Karin Roberts
5406 S. Saybrook Lane
Spokane, WA 99223

January 20, 2024

RE: CON2023-00067 –Administrative Permit for Short Term Rental in the City on property zoned TF-3 Two-Family Residential; generally located on the southwest corner of West 16th Street North and North Burns Avenue (1657 North Burns Ave.).

Legal Description: Lot 1, Block G, Ferrell's 4th Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We reviewed your Administrative Permit request to permit a non-owner-occupied Short-Term Rental in the City in the TF-3 Two-Family Residential District for the above described property.

Section V-L.2.b. of the Unified Zoning Code (UZC) allows a Short Term Rental in the City to be approved by Administrative Permit subject to Supplementary Use Regulations found in Section III-D.6.qq of the UZC, provided that the application is not protested by greater than 50 percent of the eligible properties that either touch or are across the street or alley from the subject property.

No protests were received against this application.

Therefore, the Administrative Permit to permit a Short Term Rental in the City is hereby GRANTED per the previously signed approval letter and subject to the conditions contained in that letter.

The "Development Application" sign should now be removed from the property.

Sincerely,

Philip Zevenbergen, AICP
Current Plans
Division Manager

cc: MABCD

Maggie Ballard, CM District VI

Ana Lopez, CSR District VI

CITY OF WICHITA

SEDGWICK COUNTY KANSAS

Wichita-Sedgwick County Metropolitan Area Planning Department

Jeff and Karin Roberts
5406 S. Saybrook Lane
Spokane, WA 99223

January 5, 2024

RE: CON2023-00067 –Administrative Permit for Short Term Rental in the City on property zoned TF-3 Two-Family Residential; generally located on the southwest corner of West 16th Street North and North Burns Avenue (1657 North Burns Ave.).

Legal Description: Lot 1, Block G, Ferrell's 4th Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We reviewed your Administrative Permit request to permit a non-owner-occupied Short-Term Rental in the City in the TF-3 Two-Family Residential District for the above described property.

Section V-L.2.b. of the Unified Zoning Code (UZC) allows a Short Term Rental in the City to be approved by Administrative Permit subject to Supplementary Use Regulations found in Section III-D.6.qq of the UZC, provided that the application is not protested by greater than 50 percent of the eligible properties that either touch or are across the street or alley from the subject property.

Below is information regarding the protest procedure.

- Protests must be in writing.
- Protests must include the signatures of all owners on record for the property protesting.
- Protests must be submitted to the Metropolitan Area Planning Department, 271 West 3rd Street, 2nd Floor, Wichita, KS, 67202.
- Protests must be received within 2 weeks of the date of this approval letter. The valid protest period ends at **5:00 p.m. on Friday, January 19, 2024.** Protests received after this date will not be considered valid.
- If greater than 50 percent of the eligible properties protest the application, the applicant can submit a Conditional Use application, which requires a public hearing process considered by the Metropolitan Area Planning Commission and the Wichita City Council. If this is the case, you will be notified in the future of any scheduled public hearing related to this case at which you will have the opportunity to provide comment.

Our signatures below indicate that the Administrative Permit to permit a Short Term Rental in the City is hereby GRANTED, subject to the following conditions, and subject to any valid protests received within the valid protest period.

1) Permitted only in residential Dwelling Units and permitted Accessory Apartments.
2) May be permitted as either a Primary Use or an Accessory Use
3) Not permitted to be in any Recreational Vehicle.

4) Must be licensed and operated in accordance with the requirements of Chapter 3.40 of the Code of the City of Wichita.
5) Must be in compliance at all times with all applicable zoning, building, fire and life-safety, housing and health codes.
6) Must not exceed the posted capacity permitted in accordance with Chapter 3.40 of the Code of the City of Wichita.
7) If the Zoning Administrator finds that there is a violation of any of the conditions of the Zoning Administrative Permit, the Zoning Administrator, in addition to enforcing the other remedies set forth in the Unified Zoning Code, may, with the concurrence of the Planning Director, declare that the Zoning Administrative Permit is null and void.

The "Development Application" sign should now be removed from the property.

Scott Wadle, Director
Metropolitan Area Planning Department

J.R. COX JR

John R. Cox, Jr., Zoning Administrator
Metropolitan Area Planning Department

cc: MABCD

Maggie Ballard, CM District VI

Ana Lopez, CSR District VI

CITY OF WICHITA

SEDGWICK COUNTY KANSAS

Wichita-Sedgwick County Metropolitan Area Planning Department

December 26, 2023

RE: CON2023-00067 –Administrative Permit for Short Term Rental in the City on property zoned TF-3 Two-Family Residential; generally located on the southwest corner of West 16th Street North and North Burns Avenue (1657 North Burns Ave.).

Dear Property Owner,

You are receiving this letter because you are the owner of property within the required notification area for an Administrative Permit application to permit a Short Term Rental in the City land use. The Unified Zoning Code requires notification of all abutting or adjacent property owners whose property touches or are across the street or alley from the subject property of the Short Term Rental.

What is a Short Term Rental in the City? The Unified Zoning Code defines it as "the use of a residential dwelling unit or structure to provide room(s) for temporary lodging or lodging and meals for transient guests on a paying basis for a period of not more than 28 days at a time (consecutive days). The term Short Term Rental in the City includes Bed and Breakfast Inn."

What is an Administrative Permit? An Administrative Permit is an application that is reviewed and can be approved or denied administratively by the Planning Director and the Zoning Administrator. The typical review time of an Administrative Permit is approximately 3 weeks.

Because you own property within the required notification area, you have the right to protest this application. Below is information regarding the protest procedure.

- Protests must be in writing.
- Protests must include the signatures of all owners on record for the property protesting.
- Protests must be submitted to the Metropolitan Area Planning Department, 271 West 3rd Street, 2nd Floor, Wichita, KS, 67202.
- Pretests must be received within 2 weeks of the date of the approval letter. If the application is approved, you will receive a copy of this approval letter which will convey this same information about the ability to protest.
- If greater than 50 percent of the eligible properties protest the application, the applicant can submit a Conditional Use application, which requires a public hearing process considered by the Metropolitan Area Planning Commission and the Wichita City Council. If this is the case, you will be notified in the future of any scheduled public hearing related to this case at which you will have the opportunity to provide comment.

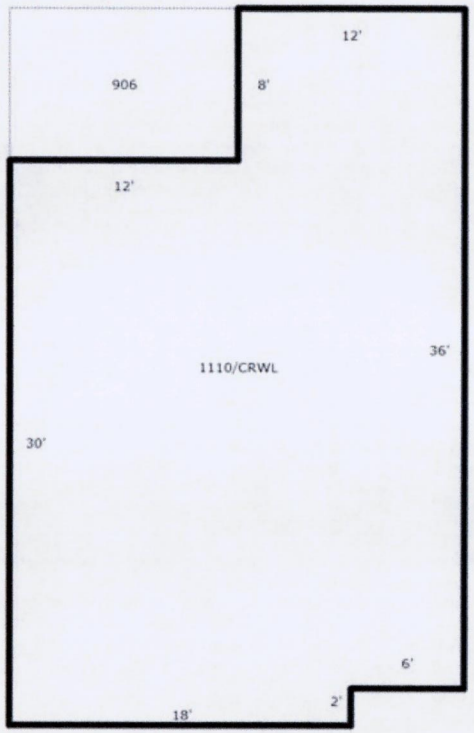
If you have any questions concerning this matter, please contact our office at 316-268-4421.

Sincerely,

Philip Zevenbergen, AICP
Current Plans
Division Manager

Below is a map showing the location of the property for this application.

Situs: 1657 N BURNS AVE WICHITA, KS 67203



SITE PLAN

APPROVED 1-2024 BY

CON23-67