



**Wichita-Sedgwick County  
Metropolitan Area  
Planning Department**

July 31, 2025

Ismeal Martinez  
1103 W. 25<sup>th</sup> Street North  
Wichita, KS 67204

**Re: BZA2025-00050:** Administrative Adjustment in the City to reduce the north street side setback from 15 feet to 8 feet (47 percent for an area less than 300 square feet) to expand existing garage, on property zoned SF-5 Single-Family Residential District, generally located on the south side of West 25<sup>th</sup> Street North and within one-quarter mile west of North Arkansas Ave. (1103 W. 25<sup>th</sup> Street North).

**Legal Description:** Lot 24, Block B, Community Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We have reviewed your request for a Zoning Adjustment to reduce the north street side setback from 15 feet to 8 feet (47 percent) on the aforementioned property in order to construct an addition onto an existing garage. The existing garage is non-conforming and is located 12 feet from the north property line. The site plan shows a four-foot addition on to the north side of the garage. The total area of encroachment is 7 feet by 20 feet for an area of 140 square feet. The adjustment will also bring the existing garage into compliance with the Unified Zoning Code.

Section V-I.2.a of the Unified Zoning Code ("UZC") allows reducing the minimum street side setback (required by the property development standards of the zoning district) by up to 50 percent (for an area less than 300 square feet). This adjustment is permissible when the provisions of this section and the Zoning Adjustment Criteria of Section V-I.6 are met. We find that the reduction of the setback as proposed meets the provisions of Section V-I.2.a and the four criteria required by Section V-1.6 as set out below:

- 1) Impact on safety and convenience of vehicular and pedestrian circulation: The proposed reduction of the north street side setback from 15 feet to 8 feet will have no impact on the safety and convenience of vehicular and pedestrian circulation in the right-of-way.
- 2) Impact on existing uses in surrounding areas: There will be no impact on the existing uses. The surrounding properties are all zoned SF-5 Single-Family Residential District. Property to the north is a school. Property to the east is a park. Properties to the west and south are single-family residential dwellings. The garage is existing. A four-foot expansion along the north side does not bring the structure any closer to neighboring buildings.
- 3) Compatibility with existing or permitted uses on abutting sites: There will be no impact on the existing uses. The surrounding properties are all zoned SF-5 Single-Family Residential District. Property to the north is a school. Property to the east is a park. Properties to the west and south are single-family residential dwellings. The garage is existing. A four-foot expansion along the north side does not bring the structure any closer to neighboring buildings.

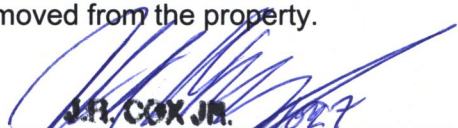
- 4) Effect on public health, safety, or welfare: There will be no negative impact on the public health, safety, or welfare, nor will properties or improvements in the vicinity be materially injured.

Our signatures below indicate that the Zoning Adjustment to reduce the north street side setback from 15 feet to 8 feet is hereby GRANTED, subject to the following conditions:

- 1) The site shall be developed in general conformance with the approved site plan.
- 2) The applicant shall obtain a building permit within one year of the Administrative Adjustment approval. The site shall conform to all codes including but not limited to zoning, building, health, and fire.
- 3) The setback reduction shall apply only to the 8-foot north street side setback as illustrated on the approved site plan. All other structures or additions on the subject property shall conform to the setbacks permitted by the Unified Zoning Code unless a separate Zoning Adjustment or Variance is granted.
- 4) If the Zoning Administrator finds that there is a violation of any of the conditions of the Zoning Adjustment, 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 Adjustment is null and void.

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

  
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Scott Wadle, Director  
Metropolitan Area Planning Department

  
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Chris Labrum, Director  
Metropolitan Area Building and Construction  
Department

cc: MABCD  
Maggie Ballard, City Council District I  
Ana Lopez, CSR District I



# SITE PLAN

APPROVED *[Signature]* 7/31/25

15' Street side SB

N 4756 W 8011

Proposed  
8-ft  
Setback

16" BRACE DOOR

11ft

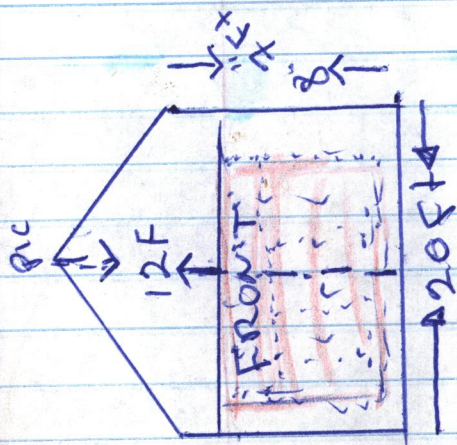
ADD

3' from  
house

15'

20ft

11



S

↑ 3'