CITY OF WICHITA

Wichita-Sedgwick County Metropolitan Area Planning Department

September 24, 2025

Ismeal Martinez
1103 W. 25th Street North
Wichita, KS 67204

Re: **BZA2025-00061:** Administrative Adjustment in the City to modify site plan for BZA2025-00050 and further reduce the north street side setback from 8 feet to 7.5 feet (total reduction of 50 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 25th Street North and within one-quarter mile west of North Arkansas Ave. (1103 W. 25th 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 modify the site plan of BZA2025-00050 and further reduce the north street side setback from 8 feet to 7.5 feet (total reduction of 50 percent) on the aforementioned property in order to construct an addition onto an existing garage. Our understanding is there is a more accurate understanding of the exact location of the garage in relation to the north property line. The location of the garage is one foot closer to the property line than originally understood, which means the proposed addition will be smaller.

The existing garage is non-conforming and is located 11 feet from the north property line (not 12 as originally understood). The site plan shows a 3.5-foot addition (instead of 4-foot addition) on to the north side of the garage. The total area of encroachment is 7.5 feet by 20 feet for an area of 150 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 8 feet to 7.5 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 8 feet to 7.5 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 7.5-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.

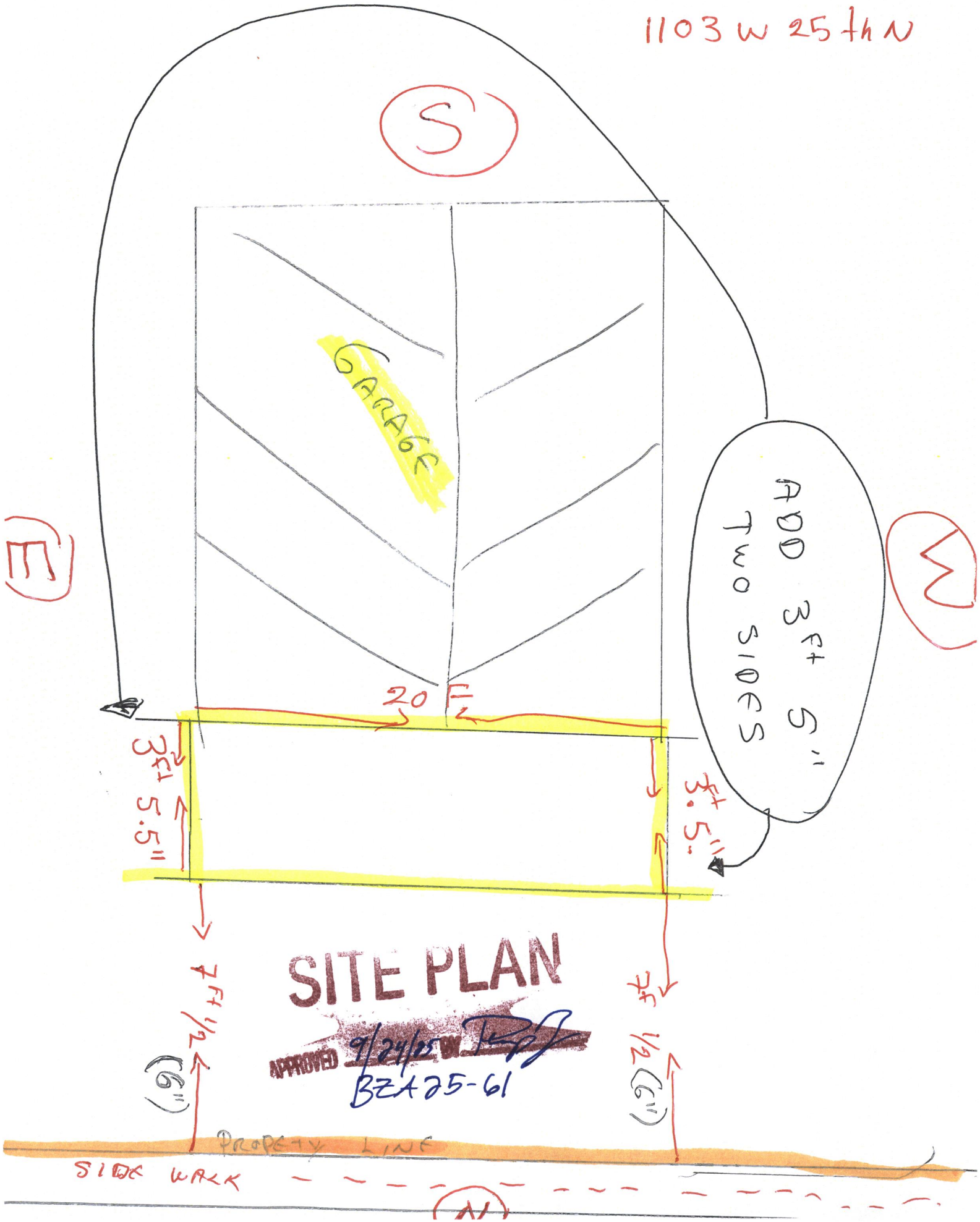
The "Development Application" sign should now be removed from the property.

Scott Wadle, Director
Metropolitan Area Planning Department

Chris Labrum, Director
Metropolitan Area Building and Construction Department

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

1103 W 25th N



SITE PLAN

APPROVED 9/24/25 BY

BZA25-61