Wichita-Sedgwick County Metropolitan Area Planning Department

June 10, 2026

Austin & Lillie Buster
28262 Diehl Road Apartment 116
Warrenville, IL 60555

Jennifer Cole
7438 East Oxford Street
Wichita, KS 67226

RE: CON2026-00073 – Administrative Permit request for a Short Term Rental in the City on property zoned SF-5 Single-Family Residential District, generally located on the east side of South Vassar Avenue and within 100 feet south of East English Street (206 South Vassar Avenue).

Legal Description: Part of Lots 19 and 20, Clifton Avenue Addition to Wichita, Sedgwick County, Kansas, described as: The South 50 feet of the North 150 feet of Lot 19; and the South 50 feet of the North 150 feet of the West 18.94 feet of Lot 20, Clifton Avenue Addition, Wichita, Sedgwick County, Kansas.

We reviewed your Administrative Permit request to permit a non-owner-occupied Short-Term Rental in the City in the SF-5 Single-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 case.

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.

Sincerely,

Samuel Deetz
Current Plans, Associate Planner

cc: MABCD
Joseph Shepard, CM District I, Zamaria Ball, CSR District I

Wichita-Sedgwick County Metropolitan Area Planning Department

May 26, 2026

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Jennifer Cole
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Wichita, KS 67226

RE: CON2026-00073 – Administrative Permit request for a Short Term Rental in the City on property zoned SF-5 Single-Family Residential District, generally located on the east side of South Vassar Avenue and within 100 feet south of East English Street (206 South Vassar Avenue).

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Dear Applicant,

We reviewed your Administrative Permit request to permit a non-owner occupied Short Term Rental in the City in the SF-3 Single-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 application to be approved by Administrative Permit subject to Supplementary Use Regulations found in Section III-D.6.qq of the UZC. An approval can be appealed and the Administrative Permit application denied if it is 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 names and signatures of all owners on record for the property protesting.
- Protests must be submitted to the Metropolitan Area Planning Department. This can be done by mailing or delivering them to 271 West 3rd Street, 2nd Floor, Wichita, KS, 67202 and/or emailing them to planning@wichita.gov. Emailed protests must include the handwritten (not typed) signatures of all owners on record for the property protesting.
- 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 Tuesday, June 9, 2026.** Protests received after this date will not be considered valid.
- If greater than 50 percent of the eligible properties protest the application, then the applicant can submit a Conditional Use application. A Conditional Use application

requires a public hearing process considered by the Metropolitan Area Planning Commission and the Wichita City Council. If this is the situation, then 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 / appeal 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.

Scott Wadle, Director
Metropolitan Area Planning Department

J.R. COX JR.

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

cc: MABCD

Joseph Shepard, CM District I

Zamaria Ball, CSR District I

City of Wichita Map Print



SITE PLAN

APPROVED 6/17/26 BY SND

This information is not an official record, and cannot be used as such. The user should rely only upon official records available from the custodian of records in the appropriate City and/or County department. Some data provided here and used for the preparation of these maps has been obtained from public records not created or maintained by the City of Wichita.

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