Wichita-Sedgwick County Metropolitan Area Planning Department

April 10, 2026

Cypress Glen Partners, LLC.
1815 S. Southwest Blvd.
Wichita, KS 67213

Professional Engineering Consultants, P.A.
Attn: Lance Onstott
303 S. Topeka Ave.
Wichita, KS 67202

Re: **BZA2026-00031:** Administrative Adjustments in the City to reduce the northwest and southeast side setbacks from 6 feet to 5.08 feet each (15.3 percent each) for construction of a duplex on property zoned MF-18 Multi-Family Residential District; generally located within one-quarter mile west of South 167th Street West and within one-half mile north of West Maple Street.

Legal Description: Lot 35, Block A, Cypress Glen 2nd Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We have reviewed your request for Zoning Adjustments to reduce the northwest and southeast side setbacks from 6 feet to 5.08 feet each (15.3 percent) on the aforementioned property in order to construct a duplex. The reduction in the setbacks are only required for the front corner of the structure. The rear corners of the structures will be between 28 and 31 feet away from the side property lines.

Section V-I.2.a of the UZC allows reducing the minimum side setback (required by the property development standards of the zoning district) by up to 20 percent. These adjustments are 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 setbacks as proposed meet 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 side setbacks as described 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. Properties to the north, east, south, and west are zoned MF-18 and are undeveloped. Only the front corners of the proposed structure would encroach into the front setback. The rear corners would be between 28 and 31 feet from the side property lines.

3) Compatibility with existing or permitted uses on abutting sites: The proposed use is compatible with the permitted uses on abutting sites. Properties to the north, east, south, and west are zoned MF-18 and are undeveloped. Only the front corners of the proposed

structure would encroach into the front setback. The rear corners would be between 28 and 31 feet from the side property lines.

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 Adjustments to reduce the northwest and southeast front setbacks from 6 feet to 5.08 each (15.3 percent each) are 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 5.08-foot northwest and southeast side setbacks 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.

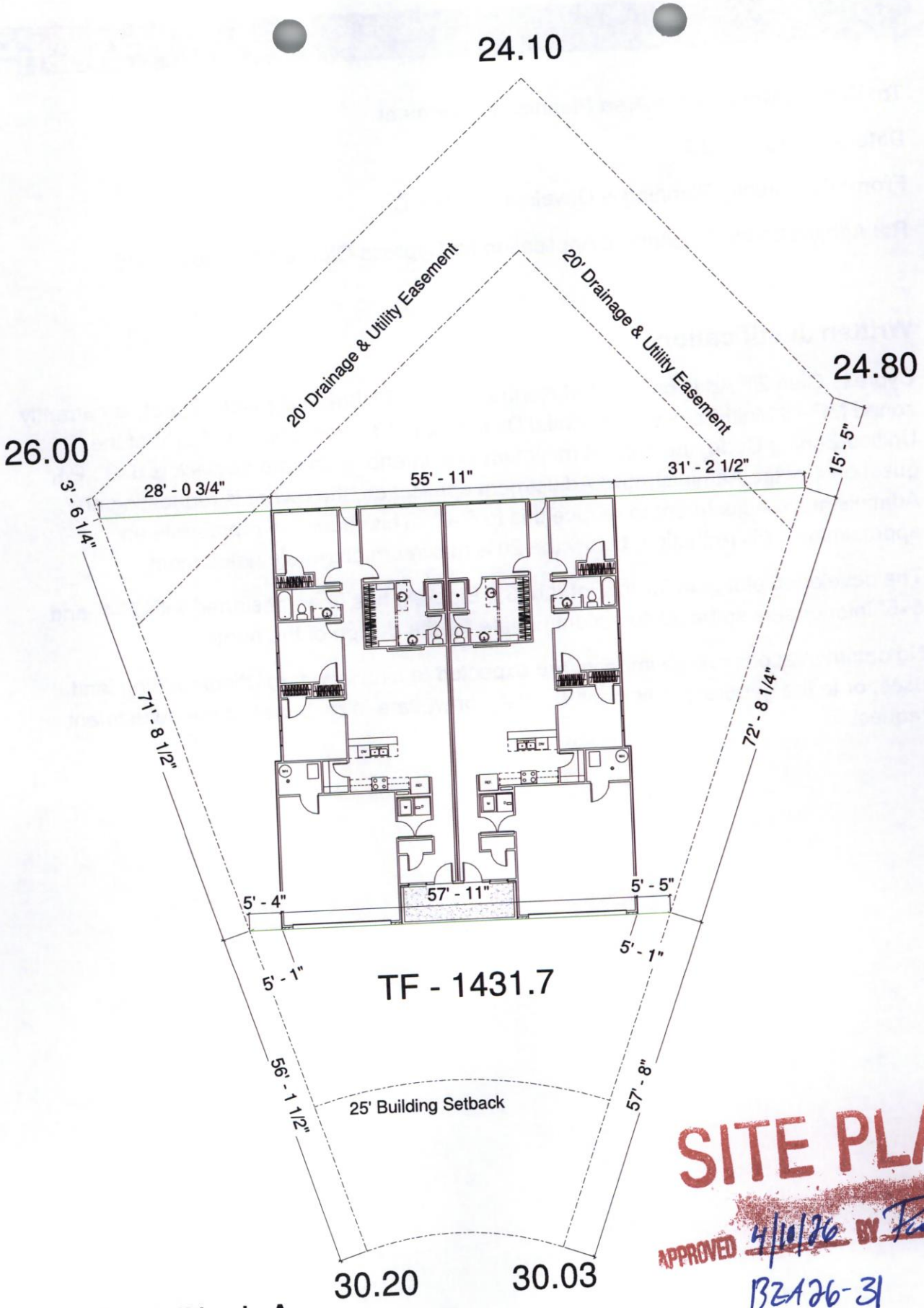
4) If the Zoning Administrator finds that there is a violation of any of the conditions of the Zoning Adjustment, the Zoning Administrator, in addition to enforcing the other remedies set forth in the Unified Zoning Code, may, with the concurrence of the Planning Director, declare that the Zoning Adjustment 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
J.V. Johnston, City Council District V;
Teresa Veazey, CSR District V



SITE PLAN

APPROVED 4/10/26 BY

BZA26-31

Lot 35 Block A
Cypress Glen 2nd Addition
Min. Pad 1423.0