



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

May 22, 2026

Artistic Builders/Liberty Communities
Attn: Eric Gilbert
305 S Laura Ave.
Wichita, KS 67211

BHC, LLC
Attn: Matthew Tucker
165 S. Rock Island, Ste. 150
Wichita, KS 67202

Re: BZA2026-00044: Administrative Adjustment in the City to reduce the south interior side setback from 6 feet to 4.5 feet (25 percent for an area less than 300 square feet) for development of a duplex on property zoned TF-3 Two-Family Residential District, generally located on the east side of North Jackson Heights Street, within one-quarter mile north of East Douglas Avenue (152-154 North Jackson Heights Street).

Legal Description: Lot 18, Block A, Ridgecrest Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We have reviewed your request for a Zoning Adjustment to reduce the south interior side setback from 6 feet to 4.5 feet (25 percent) on the aforementioned property to build a duplex. The total area of reduction is 47.83 square feet, which is under the maximum allowable area of 300 square feet.

Section V-I.2.a of the Unified Zoning Code ("UZC") allows reducing the minimum 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 south interior side setback from 6 feet to 4.5 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 zoned a mixture of SF-5 and TF-3 with a mixture of single-family and duplex dwellings. The most affected property would be to the south. The dwelling on the property to the south is setback approximately 45 feet from the shared property line. The reduction in the setback as proposed is not likely to cause any significant negative impacts.

- 3) Compatibility with existing or permitted uses on abutting sites: Development of a duplex is a compatible use in the area. The degree of encroachment for this duplex is not likely to have significant negative impacts on the dwelling to the south. There will be at least 49 feet of separation between the adjacent dwelling and the proposed duplex.
- 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.

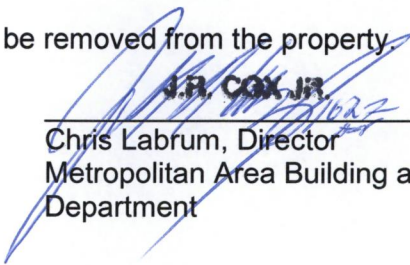
Our signatures below indicate that the Zoning Adjustment to reduce the south interior side setback from 6 feet to 4.5 feet for an area less than 300 square feet is hereby GRANTED, subject to the following conditions:

- 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 4.5-foot south interior 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



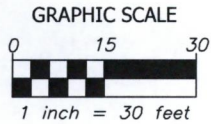
Chris Labrum, Director
Metropolitan Area Building and Construction
Department

cc: MABCD
Becky Tuttle, City Council District II;
Teresa Veazey, District II



LOT 18, BLOCK A, JACKSON HEIGHTS
TOWNHOMES 2ND ADDITION

SITE PLAN FOR ADMINISTRATIVE ADJUSTMENT
TO REDUCE SOUTHERN SIDE YARD SETBACK



LEGEND

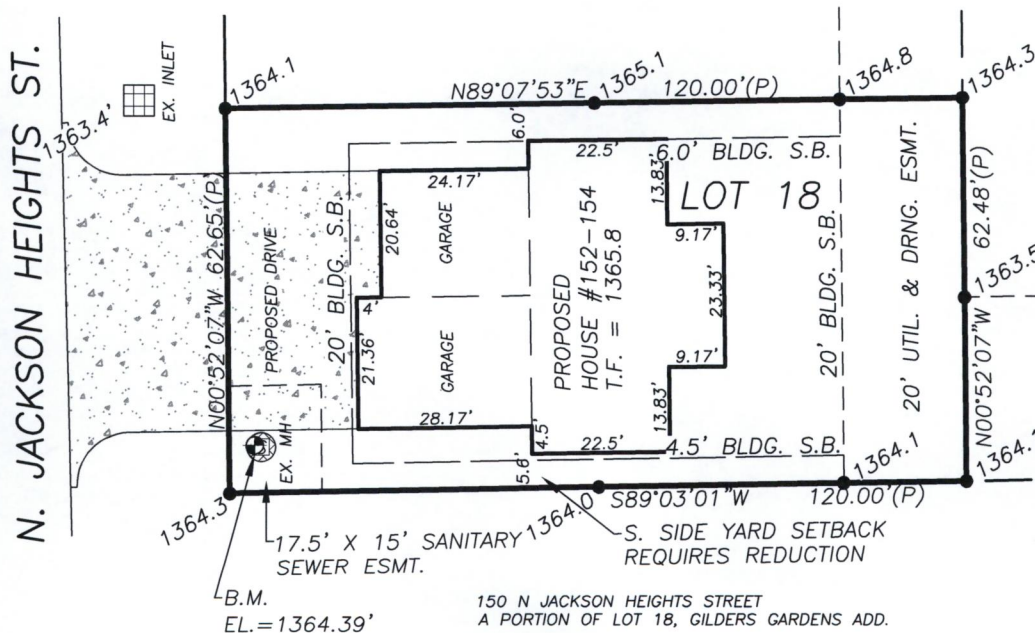


Sanitary Sewer Manhole



Grate Inlet

ADMINISTRATIVE ADJUSTMENT REQUESTED TO REDUCE THE SOUTHERN SIDE YARD SETBACK DOWN TO 4.5 FEET IN ORDER TO ACCOMMODATE THE BUILDING FOOTPRINT AS DESIGNED FOR DUPLEX LOTS IN THIS SUBDIVISION. THE ORIGINAL PLAT LEFT THIS ONE LOT TOO NARROW FOR THE DESIGNED FOOTPRINT. THE FOOTPRINT GARAGE AND ENTRY DOOR WIDTHS DO NOT ALLOW FOR THE REDUCTION IN STRUCTURE WIDTH NEEDED. THE PROPERTY TO THE SOUTH IS A PORTION OF LOT 18 OF GILDERS GARDENS ADDITION AND HAS A SIDE YARD IN EXCESS OF 30 FEET FROM LOT LINE TO STRUCTURE.



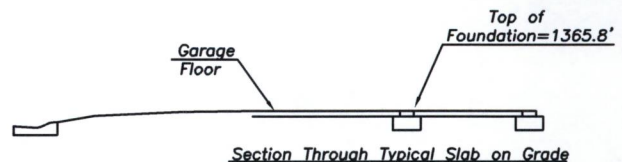
SITE PLAN

APPROVED 5/22/26 BY *Pap3*

BEA 26-44

152-154 N. JACKSON HEIGHTS ST.
WICHITA, KS

BENCHMARK:
WEST SIDE OF MANHOLE RIM
ELEVATION = 1364.39' NAVD88



Sheet:

1
OF
1

Drawn By: JS

Proj. No: 052710.00.01

Field Date: 03-25-2026

Issue Date: 04-09-2026

Project:

SITE PLAN
LOT 18, BLOCK A, JACKSON
HEIGHTS TOWNHOMES 2ND
ADDITION, WICHITA, SEDGWICK
COUNTY, KANSAS

Client:

ARTISTIC BUILDERS
emgilbert13@gmail.com

BHC

CIVIL ENGINEERING / SURVEYING / UTILITIES
165 S. Rock Island Ave., Suite 150, Wichita, KS 67202
Phone: (316) 265-0005