CITY OF WICHITA

Wichita-Sedgwick County Metropolitan Area Planning Department

August 18, 2026

K-2 Properties, LLC
Attn: Kirk Richards
7255 W. Northwind St., Ste. 100
Wichita, KS 67205

Garver, LLC
Attn: Will Clevenger
1995 Midfield Rd.
Wichita, KS 67209

Re: **BZA2026-00027:** Administrative Adjustment in the City to reduce the east front setback from 25 feet to 20 feet (20 percent) and reduce the west rear setback from 20 feet to 14 feet (30 percent) to build one duplex and one single-family dwelling on property zoned TF-3 Two-Family Residential District (pending), generally located within one-quarter mile east of North Hoover Avenue and within two-blocks south of West Central Avenue (525 North Clara Street).

Legal Description: Lot 13, Block 5, Kell Hawkins Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We have reviewed your request for Zoning Adjustments to reduce the east front setback from 25 feet to 20 feet (20 percent) and the rear setback from 20 feet to 14 feet (30 percent for an area less than 300 square feet) on the aforementioned property in order to build one duplex and one single-family dwelling. The front and rear setbacks are not platted.

On June 16, 2026, the Wichita City Council considered ZON2026-00004 – a zone change request from SF-5 to TF-3. The action of the City Council was to approve the zone change request with Protective Overlay #481, which imposed the following requirements:

1. A hip or gabled roof shall be required.
2. No more than one duplex shall be allowed.

According to the site plan, a lot split (LSP2026-00011) has been approved, creating two flag lots in order to build a duplex on the eastern lot and a single-family dwelling on the western lot. The rear setback reduction on the western lot would be for an area of 150 square feet.

Section V-I.2.a of the UZC allows reducing the minimum front setback (required by the property development standards of the zoning district) by up to 20 percent and reducing the minimum rear setback (required by the property development standards of the zoning district) by up to 50 percent for an area of less than 300 square feet. 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 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 front and rear setbacks as described will have no impact on the safety and convenience of vehicular and pedestrian circulation in the right-of-way. A dwelling constructed

20 feet from the front property line will not impact sight lines along North Clara Street.

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 SF-5 and are developed with single-family dwellings. The subject lot has been split into two lots for the development of either 2 single-family dwellings or a duplex and a single-family dwelling without any change to the minimum lot size. The proposed reduction in setbacks does not permit the dwellings from being constructed nearer to existing dwellings to the north or south. The standard 6-foot side setbacks would be unchanged.

3) Compatibility with existing or permitted uses on abutting sites: ZON2026-00004 was approved, which determined that a duplex is compatible with the surrounding properties. Whether it is two single-family dwellings or duplexes, the reduction of the described setback is not likely to have significant negative impacts on abutting sites.

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 east front setback from 25 feet to 20 feet (20 percent) and the west rear setback from 20 feet to 14 feet (30 percent for an area less than 300 square feet) 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 20-foot east front setback and the 14-foot west rear 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.

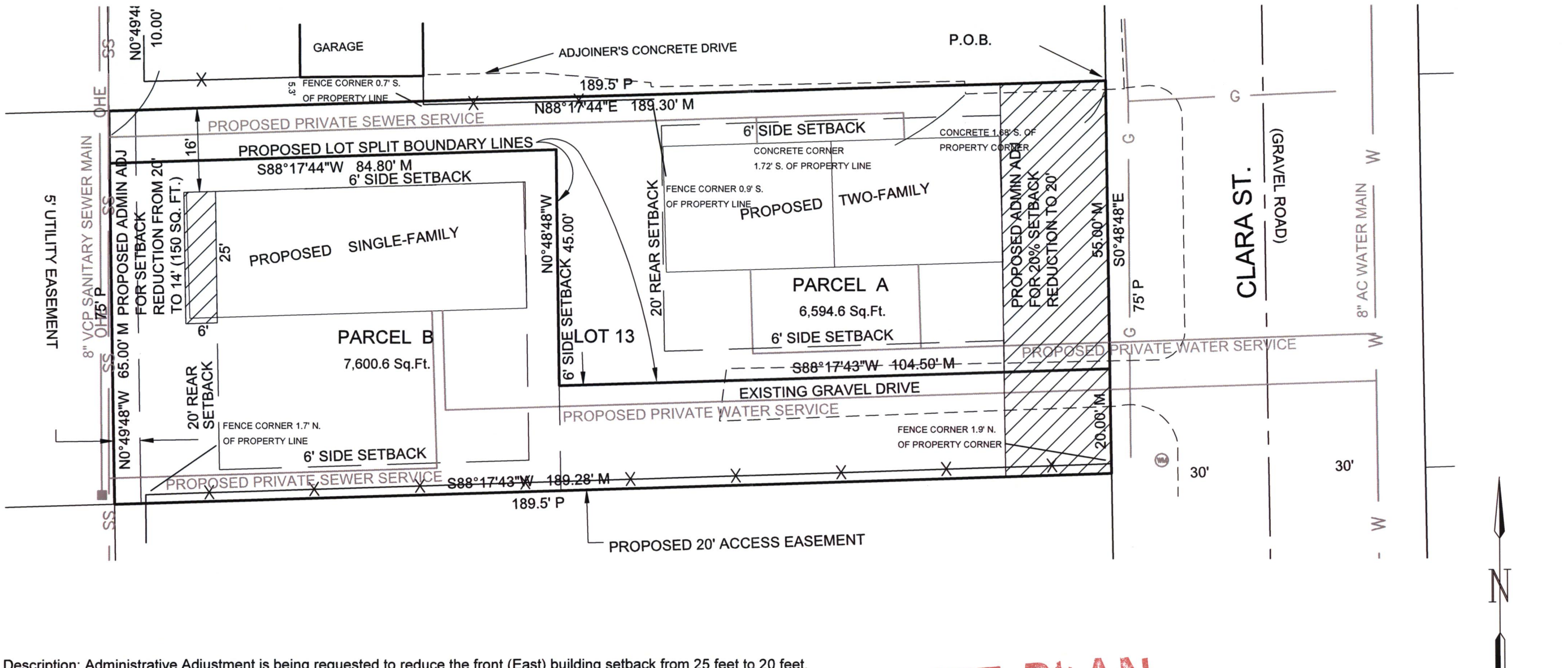
Scott Wadle, Director
Metropolitan Area Planning Department

J.R. COX JR.

Chris Labrum, Director
Metropolitan Area Building and Construction Department

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

ADMINISTRATIVE ADJUSTMENT
SITE PLAN



Description: Administrative Adjustment is being requested to reduce the front (East) building setback from 25 feet to 20 feet, AND to reduce the rear (West) building setback from 20 feet to 14 feet within the South 25.00 feet of the North 41.00 feet of the East 6.00 feet of the West 20.00 feet of Lot 13, Block 5, Kell Hawkins Addition to Sedgwick County, Kansas.

Applicant Name: K-2 Properties, L.L.C. (Attention Kirk Richards)

Property Address: 525 N Clara Street, Wichita, Kansas, 67205

SITE PLAN
APPROVED 8/18/26 BY
BZA26-27

DWG FILE: Y17-2600340 SURVEY BASE
PROJECT NO. Y17-2600340
AUGUST 10, 2026

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