

**STAFF REPORT**  
**(One-Step Final Plat)**

**CASE NUMBER:** SUB2025-00027 – UNIVERSITY UNITED METHODIST CHURCH ADDITION (CITY)

**OWNER/APPLICANT:** University United Methodist Church of Wichita, Kansas, Inc., 2220 N Yale Ave., Wichita, KS 67220

**SURVEYOR/AGENT:** MKEC Engineering, Inc., 411 N Webb Rd., Wichita, KS 67206

**LOCATION:** North along East 21st Street North and east and west of North Yale Avenue (District I)

**SITE SIZE:** 2.78 acres

**NUMBER OF LOTS**

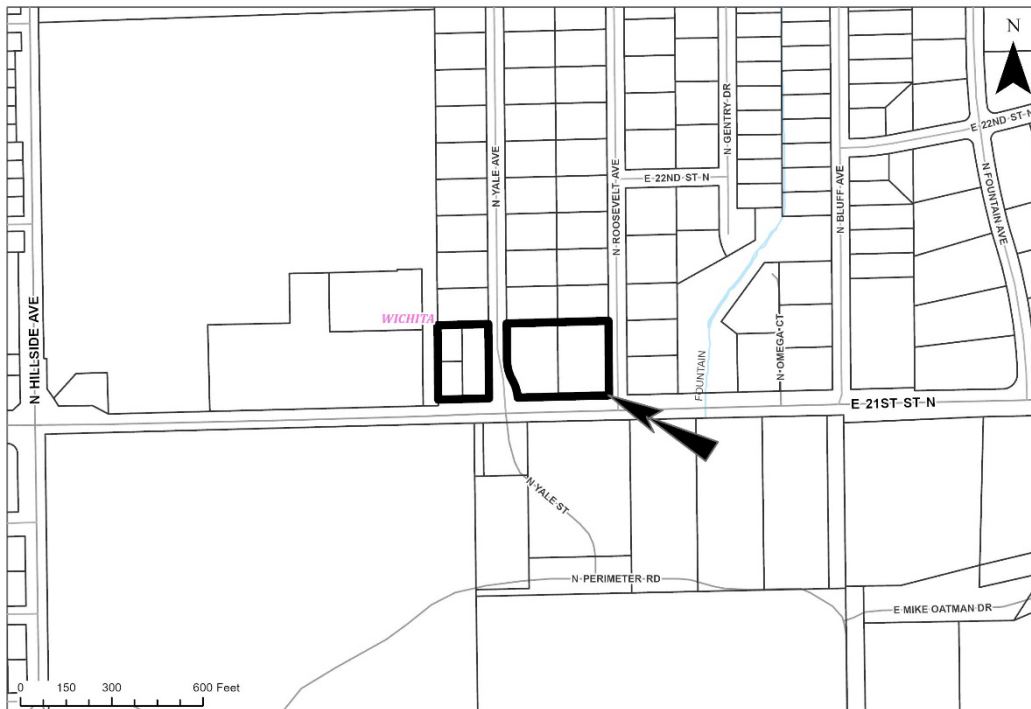
Residential:	2
Office:	
Commercial:	
Industrial:	
Total:	2

**MINIMUM LOT AREA:** 0.94 acres

**CURRENT ZONING:** SF-5 Single Family Residential

**PROPOSED ZONING:** SF-5 Single Family Residential

**VICINITY MAP**



Note: This is a One-Step Final Plat for a 2-Lot Residential Subdivision on property located within the City of Wichita. This is a replat of portions of Mona-Lynn Estates and J.F. Gould Addition.

The plat indicated Complete Access Controls along East 21<sup>st</sup> Street North. The applicant has platted a 10-foot building setback along East 21<sup>st</sup> Street North and a 0-foot building setback adjacent to platted reserves. The Subdivision Regulations permit the setback provisions to be modified by the plat upon the approval of the Planning Commission.

This plat proposes several existing easements that will be vacated through the platting process, as allowed by state statute.

**WAIVERS:** No waivers are requested by the applicant.

The Subdivision Committee may recommend a MODIFICATION/WAIVER of the design criteria in Article 7 of the Subdivision Regulations only if it finds that the strict application of the design criteria will create an unwarranted hardship, the proposed MODIFICATION/WAIVER is in harmony with the intended purpose of the Subdivision Regulations and the public safety and welfare will be protected.

**STAFF COMMENTS:**

A. City of Wichita Public Works and Utilities Department

1. Requests a Water Meter Removal Certificate to be signed.
2. Advises that public water and sanitary sewer are available to both lots and blocks.

B. City Stormwater Management

1. At the time of writing this report, a drainage plan had not been submitted.

C. City Fire

1. City Fire Department requests verification of proper hydrant location and protection will be based on the type/size of the building/residential structures and following specifications for fire apparatus access roads.

D. Traffic Engineering

1. Right-of-Way and Access Controls are approved.

E. City Environmental Health (EH)

1. GIS shows that City water and sewer is present. The expectation of Environmental Health is that any development of these lots will be on City water and City sewer. Environmental Health requires any wells installed for irrigation purposes to be properly permitted, installed, and inspected in a manner consistent with City and State requirements.

F. Planning

1. BRYAN FRYE to be revised to BRYAN K. FRYE
2. The plat shall include a note specifying “The property is within a zone identified by the City Engineer’s office as likely to have groundwater at some or all times within ten feet of the ground surface elevation. Building with specially engineered foundations or with the lowest floor opening above groundwater is recommended and owners seeking building permits on

this property will be similarly advised. More detailed information on recorded groundwater elevations in the vicinity of this property is available in the City Engineer's office

G. County Surveying

1. Several vacated easement dimensions on Lot 1, Block 2 need to be removed on the final plat.

H. Evergy

1. Evergy has reviewed this plat and will need to request to retain the 10x10 electric easement to keep our exiting pole on this plat. Ladonna Vanderford, Area Design Representative, will be the contact for this plat and any project associated with it. She can be contacted at (316)250-8963. Any relocation or removal of existing service or equipment due to this plat will need to be discussed and will be at the applicant's expense. There is no transmission noted around the plat.

**ITEMS NEEDED ALONG WITH MYLAR:**

- 1) If improvements are guaranteed by petition(s), a notarized certificate listing the petition(s) shall be submitted to the Planning Department for recording.
- 2) Signed Water Meter Removal Certificate.
- 3) Provisions shall be made for ownership and maintenance of the proposed reserves. The applicant shall either form a lot owners' association prior to recording the plat or shall submit a restrictive covenant stating when the association will be formed, when the reserves will be deeded to the association and who is to own and maintain the reserves prior to the association taking over those responsibilities.
- 4) The Applicant shall guarantee the paving of the proposed streets to City standards. The guarantee shall also provide for sidewalks.
- 5) Applicant is reminded that a platting binder is required with the final plat. Approval of this plat will be subject to submittal of this binder and any relevant conditions found by such a review.
- 6) Perimeter closure computations shall be submitted with the final plat tracing.
- 7) County Surveying and MAPD requests review of a pdf prior to mylar submittal. Send to [tricia.robello@sedgwick.gov](mailto:tricia.robello@sedgwick.gov) and [gshearon@wichita.gov](mailto:gshearon@wichita.gov).

**REMINDERS:**

- 1) The applicant shall install or guarantee the installation of all utilities and facilities that are applicable and described in Article 8 of the MAPC Subdivision Regulations. (Water service and fire hydrants required by Article 8 for fire protection shall be as per the direction and approval of the Fire Code Official).
- 2) The Register of Deeds requires all names to be printed beneath the signatures on the plat and any associated documents.
- 3) Prior to development of the plat, the applicant is advised to meet with the United States Postal Service Growth Management Coordinator (Phone: (316) 946-4595) in order to receive mail delivery without delay, avoid unnecessary expense and determine the type of delivery and the tentative mailbox locations.

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- 4) The applicant is advised that various State and Federal requirements (specifically but not limited to the Army Corps of Engineers, Kanopolis Project Office, Route 1, Box 317, Valley Center, KS 67147) for the control of soil and wind erosion and the protection of wetlands may impact how this site can be developed. It is the applicant's responsibility to contact all appropriate agencies to determine any such requirements.
- 5) The applicant should check City or County GIS mapping to determine whether the location of any taxing district boundaries (e.g. school districts) crosses their property and plan accordingly to avoid unnecessary splitting of lots between taxing districts.
- 6) The owner of the subdivision should note that any construction that results in earthwork activities that will disturb one acre or more of ground cover requires a Federal/State National Pollutant Discharge Elimination System Stormwater Discharge Permit from the Kansas Department of Health and Environment in Topeka. Also, for projects located within the City of Wichita, erosion and sediment control devices must be used on ALL projects. For projects outside of the City of Wichita, but within the Wichita metropolitan area, the owner should contact the appropriate governmental jurisdiction concerning erosion and sediment control device requirements.
- 7) A PDF of the recorded plat should be sent to [jmeinecke@wichita.gov](mailto:jmeinecke@wichita.gov). Please provide AutoCAD detailing the final plat in digital format via email to City GIS staff ([ARosas@wichita.gov](mailto:ARosas@wichita.gov)) and County GIS staff ([Jack.Joseph@sedgwick.gov](mailto:Jack.Joseph@sedgwick.gov)).