



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

February 5, 2025

Trinity Holdings 1, LLC &
Trinity Academy, Inc
Attn: Matt Shepherd
12345 E. 21st Street North
Wichita, KS 67206

MKEC Engineering, Inc.
Attn: Brian Lindebak
411 N. Wedd Rd.
Wichita, KS 67206

RE: CUP2025-00002 – Administrative Adjustment in the City to the Trinity Academy CUP DP-352, to reduce the building setback along North Garnett Street to 20 feet on property zoned LC Limited Commercial District; generally located on the north side of East 21st Street North, within one-quarter mile west of North 127th Street East.

Legal Description: Lots 1, 3, 4, & 5, Block 1, Trinity Academy 3rd Addition, Wichita, Sedgwick County, Kansas.

Dear Applicants,

We received and reviewed your request for an Administrative Adjustment to CUP DP-352 to reduce the building setback along North Garnett Street for Parcels 1, 3, 4, and 5 from 25 feet to 20 feet for the construction of future buildings. The subject setbacks are not platted. The subject sites are zoned LC Limited Commercial District (LC). If these parcels were not within a CUP, the standard zoning front setback for the LC District is 20 feet.

Section III-C.2.b.(2).(a).1. of the Unified Zoning Code (UZC) requires a minimum building setback of 35 feet from all street rights-of-way. The CUP was established with a 25-foot setback along North Garnett Street, which was already a reduction of the required setback by 10 feet. The request would further reduce the setback by a total of 15 feet. The properties that would most immediately be affected by the request would be the LC-zoned properties on the east side of North Garnett Street, which are within CUP DP-317. CUP DP-317 established a 25-foot building setback along North Garnett Street, which is also less than the required setback by Section III-C.2.b.(2).(a).1.

The following reflects staff's approved text modifications identified in red letters.

GENERAL PROVISIONS

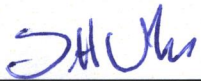
8. Building Setbacks are as shown hereon; 25-foot along 21st Street ~~frontage and Garnett Street frontages~~ and 20 feet along Garnett Street frontage, if not shown they shall be as specified in the

Wichita-Sedgwick County Unified Zoning Code for the corresponding base zoning district property development standards or as specified below. If contiguous Parcels are developed under the same ownership, setbacks between Parcels will not be required. If not contiguously owned the minimum side/rear setback shall be 10 feet.

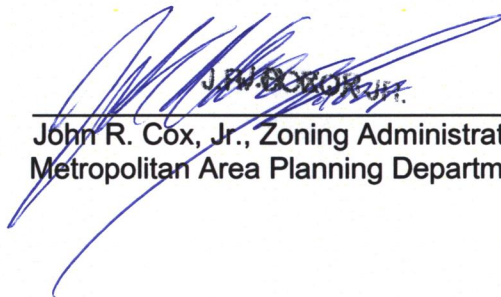
On the basis of our review, we find that adjusting the CUP in the manner stated above is consistent with the approved CUP and will not have an adverse effect on the CUP or adjacent properties, nor will it be a substantial deviation of the original plan. The requested reduction in the setback to 20 feet matches the standard zoning front setback for LC District. If the properties were not within CUP DP-352, their front setback would be 20 feet. Additionally, a 20 percent reduction of a zoning setback is permissible by Administrative Adjustment. The properties across North Garnett Street are commercially developed. The reduction in the setback is not likely to have significant negative impacts on those properties.

Our signatures below indicate that the CUP shall be adjusted as stated in this letter. This CUP adjustment shall not be deemed to alter any other provisions of the CUP except as expressly stated herein.

The "Development Application" sign should now be removed from the property. Please submit one (1) electronic copy and four (4) full-sized paper copies of the revised CUP drawing within 60 days in order for this adjustment to be considered final.

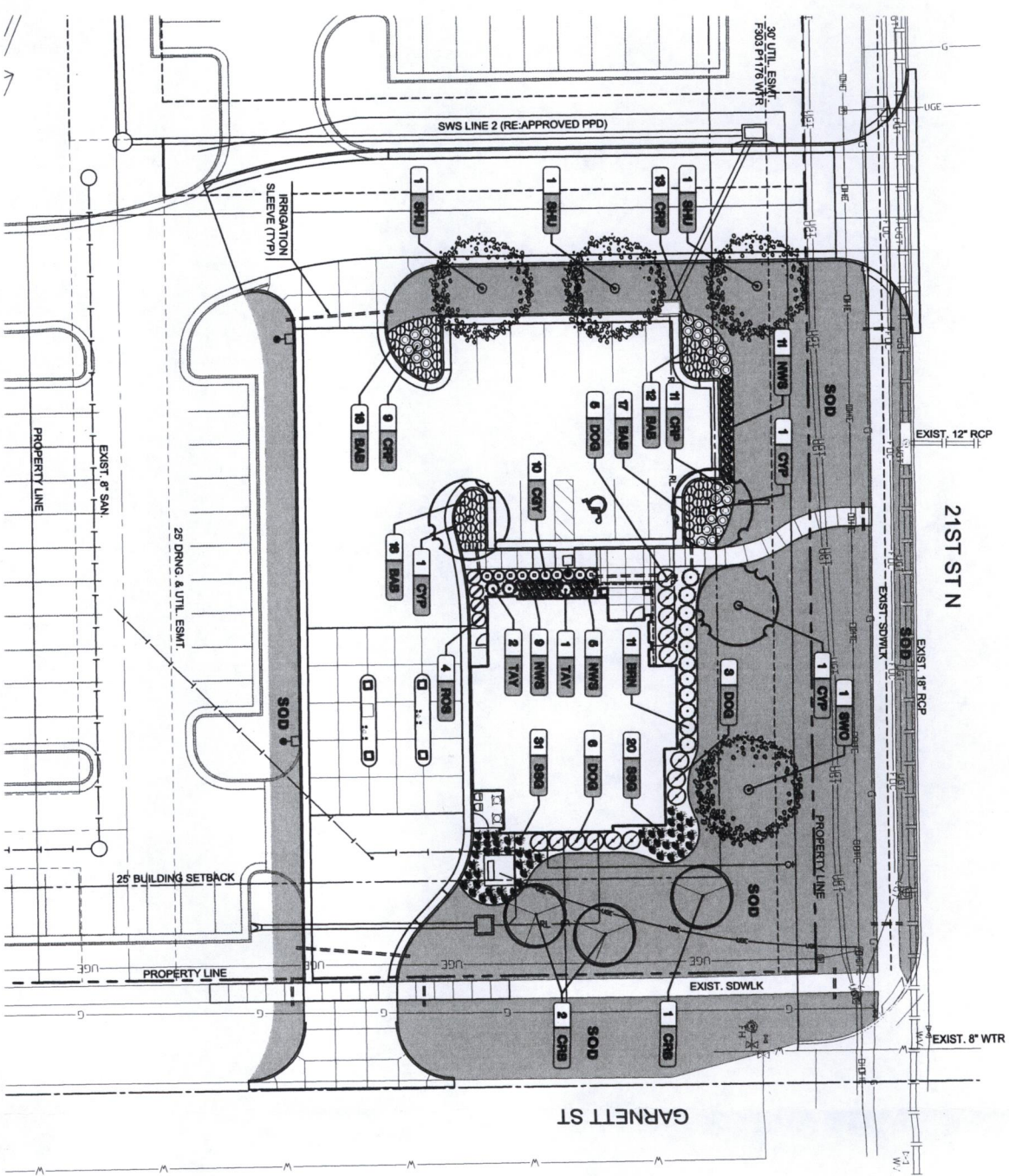


Scott Wadle, Director
Metropolitan Area Planning Department



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

cc: MABCD
Becky Tuttle, CM District II
Teresa Veazey, CSR District II



PLANT SCHEDULE

KEY	QTY	COMMON NAME	BOTANICAL NAME	SIZE & METHOD OF HANDLING	NOTES
DECIDUOUS TREES					
SHO	1	SWAMP WHITE OAK	QUERCUS BICOLO	3" CUL / BAB	
SHU	3	SHAWARD OAK	QUERCUS SHAWARDI	3" CUL / BAB	BRANCHING HT. 5 MIN.
CYP	3	SHAWNEE BRAVE BALDOPRESS	TAXODIUM DISTICHUM SHAWNEE BRAVE	3" CUL / BAB	BRANCHING HT. 5 MIN.
ORNAMENTAL TREES					
CRB	3	PRAIRIE FIRE CRAPAPPLE	MALUS x PRAIRIE FIRE	2" CUL / BAB	
EVERGREEN TREES					
TAV	3	TAYLOR JUMPER	JUNIPERUS VIRGINIANA TAYLOR	7'-8' MIN. HT.	
DECIDUOUS SHRUBS					
CRP	33	CHERRY DAZZLE DWARF CUMBERVITILE	LAGERSTROEMIA GAMBOLDI 'CHERRY DAZZLE'	#3 CONT.	
BRN	11	DWARF BURNING BUSH	EUONYMUS ALATUS COMPACTUS	#1 CONT.	
ROS	4	ROSE 'DRIFT SERIES'	ROSA 'WIEGALD'	#3 CONT.	RED COLOR
DOG	14	HARON GRAY DOGWOOD	CORNUS PACENOSA 'HARZAM'	#3 CONT.	
EVERGREEN SHRUBS					
COY	10	COLOR GUARD YUCCA	YUCCA FILAMENTOSA COLOR GUARD	#8 CONT.	
ORNAMENTAL GRASSES					
NWS	25	NORTHWIND SWITCHGRASS	PANICUM VIRGATUM NORTHWIND	#8 CONT.	
BAB	65	BLONDE AMBITION BLUE GRAMA	BOUTELOUA GRACILIS BLONDE AMBITION	#2 CONT.	
SSG	51	SHENANDOAH SWITCHGRASS	PANICUM VIRGATUM SHENANDOAH	#8 CONT.	
TURF GRASS					
SOD	1,810 SQ	FESCUE GRASS WISE FESCUE/BLUE MIXTURE			SOD

LANDSCAPE PLAN
 APPROVED 4/29/21 BY NCS
 VP-352

LANDSCAPE ORDINANCE CALCULATIONS

FRONTAGE OF SITE = 204'. DEPTH OF LOT = 207'
 SQUARE FOOTAGE FACTOR = 10 SQ. FT. PER LINEAR FOOT
 REQUIRED LANDSCAPED STREET YARD = 204 x 10 = 2,040 SQ. FT.
 LANDSCAPED STREET YARD PROVIDED = 6,122 SQ. FT.
 STREET YARD TREES REQUIRED = 2,040/500 = 5 TREES
 TREES PROVIDED = 4 TREES, 43 SHRUBS (4) = 8 TREE EQUIVALENT
 PARKING STALLS PROVIDED = 12 STALLS
 PARKING LOT TREES REQUIRED = 12/20 = 1 TREE
 PARKING LOT TREES PROVIDED = 1/2 THE REQUIRED STREET YARD TREES ARE UTILIZED TO FILL PULL PARKING LOT TREE REQUIREMENT



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Design Project Number: **DS-20390** Build Project Number: **TBD**
THE VALLEY STATE BANK
 LOCATED AT TRINITY
 EAST 21ST STREET NORTH

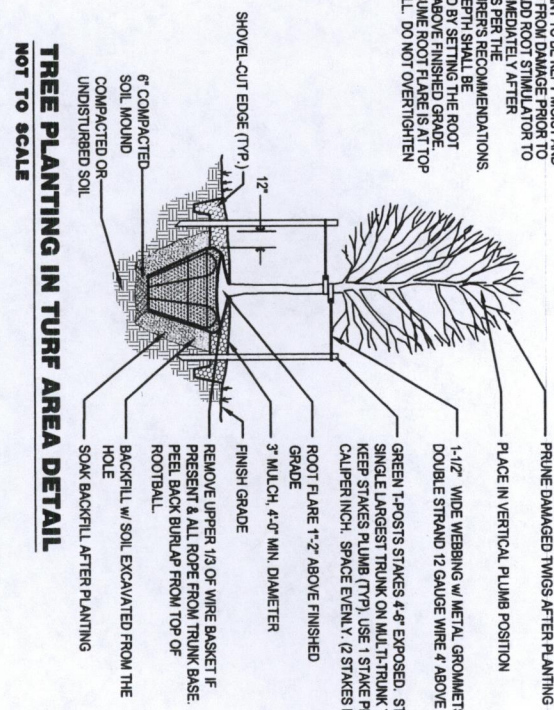
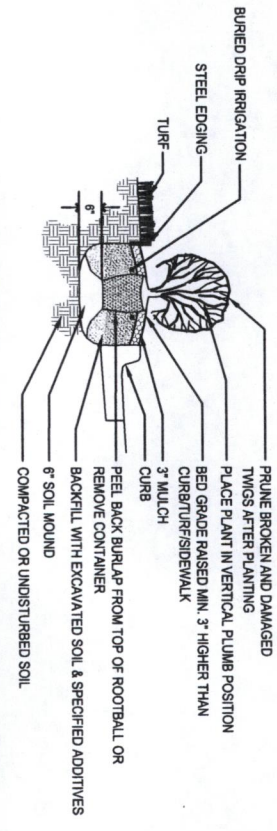
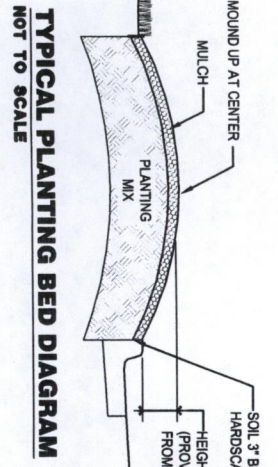
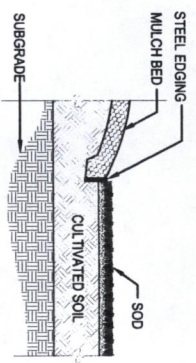
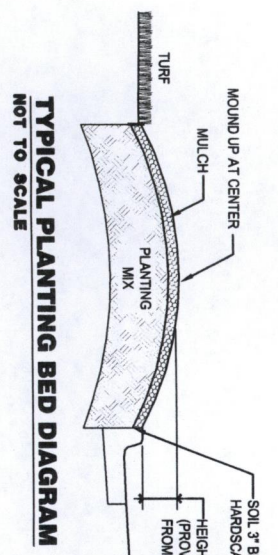
Issue: **FOR PERMIT**
 Date: **04.20.21**

REVISIONS
 # Description Date

L1.0
 LANDSCAPE PLAN

GENERAL LANDSCAPE NOTES

1. CONTRACTOR SHALL MAKE THEMSELVES FAMILIAR WITH ALL APPLICABLE SPECIFICATIONS RELATED TO THE LANDSCAPE AND IRRIGATION.
2. LANDSCAPE CONTRACTOR IS TO VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES (INCLUDING THOSE INDICATED ON THE PLAN) PRIOR TO INSTALLATION OF PLANT MATERIAL. UTILITIES CAN BE FLAGGED BY CALLING 811, OR 1-800-344-7233, OR ONLINE AT www.kansascivil.com. DAMAGE TO UTILITIES SHALL BE AVOIDED DURING THE COURSE OF WORK. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY AND ALL DAMAGE TO UTILITIES, STRUCTURES, SITE APURTRENANCES, ETC. WHICH OCCUR AS A RESULT OF THE LANDSCAPE CONSTRUCTION.
3. LANDSCAPE CONTRACTOR SHALL COORDINATE WITH THE MASS GRADING CONTRACTOR TO INSURE THEY THOROUGHLY RIP AND ALLEVATED ALL COMPACTED SOILS FROM THEIR HAULING AND PLACEMENT OPERATIONS.
4. ALL WATER REQUIRED FOR LANDSCAPE OPERATIONS AND FOR ESTABLISHING LANDSCAPE ON THIS SITE WILL BE PROVIDED BY THE OWNER FROM ON-SITE SOURCES AND SUPPLIED TO THE LANDSCAPE CONTRACTOR AT NO CHARGE.
5. PLANTING DATES FOR PLANT MATERIAL SHALL BE DURING THE MONTHS BETWEEN FEB. 15TH AND MAY 31ST OR SEPT. 15TH AND DEC. 15. PLANTING SHALL ONLY BE CONDUCTED WHEN THE GROUND IS NOT FROZEN, SNOW-COVERED, OR IN ANY OTHERWISE UNSUITABLE CONDITION FOR PLANTING. DEVIATION FROM THE ABOVE PLANTING DATES WILL ONLY BE PERMITTED WITH APPROVAL FROM THE OWNER'S REPRESENTATIVE.
6. MULCHED LANDSCAPE BED EDGES SHALL BE LINED WITH PRO-STEEL EDGING (OR APPROVED EQUAL).
7. MULCH ADJACENT TO BUILDINGS SHALL BE SIX (6) INCHES LOWER THAN BUILDING FINISH FLOOR ELEVATION.
8. ALL SHRUB/PERENNIAL PLANTING BEDS SHALL BE TREATED WITH A PRE-EMERGENT HERBICIDE SUCH AS TRIFLUROR EQUAL, APPLIED AS PER MANUFACTURER'S RECOMMENDATION. THE PRE-EMERGENT SHALL NOT BE APPLIED UNTIL AFTER ALL PLANTING AND MULCHING WITHIN THESE AREAS ARE COMPLETE. DO NOT DISTURB AREAS AFTER APPLICATION. WATER IN AS DIRECTED.
9. INSTALL 3" MIN. DEPTH FINE-SHREDED, DARK HARDWOOD MULCH IN ALL PLANTING BED AREAS AND WITHIN A 4" DIAMETER CIRCLE AROUND ALL TREES PLANTED IN LAWN AREAS. FILL MULCH AWAY FROM TREE TRUNKS WITHIN 3" OF TRUNK.
10. IF POSSIBLE, BASED ON TIME OF YEAR SITE IS READY FOR LANDSCAPING, PLANT TREES PRIOR TO ROUTING/INSTALLING IRRIGATION LINES AND SUSTAIN TEMPORARILY BY WATERING WITH IRRIGATOR-SLOW DRIP IRRIGATION BAGS OR BY HAND WATERING. FOLLOW TREE PLANTING WITH INSTALLATION OF IRRIGATION SYSTEM, THEN BY SOODING AND SEEDING (IF APPLICABLE).
11. FESCUE SOD SHALL BE HARVESTED & PLACED BETWEEN THE DATES OF APRIL 1ST AND JUNE 15TH UNLESS OTHERWISE APPROVED BY THE OWNER'S REPRESENTATIVE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO WATER ALL SOD UNTIL LANDSCAPE JOB IS COMPLETE.
12. AREAS DENOTED AS SOD SHALL BE PLANTED WITH THE FOLLOWING GRASS TYPE:
SOD:
KANSAS PREMIUM FESCUE, OBTAINABLE FROM GRAMMER GRASS FARM, INC., 6121 N. 119TH, MAIZE, KANSAS 67101, PH# (316) 722-7230.
13. ALL SOD AREAS SHALL BE INSTALLED AS FOLLOWS: AFTER FINAL GRADE IS ESTABLISHED AND ALL SOIL AREAS DRAIN AS INTENDED, AND ALL SURFACE IRREGULARITIES HAVE BEEN REMOVED, THOROUGHLY PREPARE SODDED BY TILLING TO A MINIMUM DEPTH OF 3" AND THERMORING. ROLL SOD FOLLOWING LAYING FOR GOOD SOIL SOIL CONTACT AND KEEP IN A MOIST (BUT NOT SATURATED) CONDITION FOR FIRST TWO WEEKS TO PROMOTE GOOD ROOTING. FERTILIZE WITH 1LB ACTUAL NITROGEN PER 1,000 SF. AT TIME OF PLANTING.
14. ALL LAWSCAPE AND TURF AREAS SHALL BE WATERED BY AN AUTOMATIC IRRIGATION SYSTEM. IRRIGATION SYSTEM SHALL BE EQUIPPED WITH A FLOW-SENSING DEVICE TO SHUT OFF THE SYSTEM DURING PERIODS OF ADEQUATE RAIN.
15. PLACEMENT OF IRRIGATION CONTROLLER SHALL BE COORDINATED WITH THE OWNER'S REPRESENTATIVE.
16. COORDINATE LANDSCAPE PLANTING WITH IRRIGATION CONTRACTOR. THE TREE PLANTINGS SHALL BE IN PLACE OR STAKED BEFORE IRRIGATION LINE ROUTING BEGINS TO AVOID CONFLICTS. THE IRRIGATION SYSTEM SHALL BE COMPLETE AND FULLY FUNCTIONAL IN ALL LAWN AREAS BEFORE SODDING IS PLACED.
17. ALL PLANTS SHALL CONFORM TO ANSI Z60.1 FOR SIZE AND QUALITY STANDARDS.
18. LABEL EACH PLANT WITH A SECURELY ATTACHED, WATERPROOF TAG BEARING LEGIBLE DESIGNATION OF BOTH BOTANICAL AND COMMON NAME. DO NOT REMOVE UNTIL AFTER PROVISIONAL ACCEPTANCE.
19. SUBSTITUTION OF PLANT SPECIES FOR THOSE LISTED IN THE PLANT LIST IS NOT PERMISSIBLE UNLESS SIZE WILL BE CONSIDERED.
20. ALL PLANTS MUST BE HEALTHY, VIGOROUS MATERIAL, FREE OF PEST AND DISEASES. ALL PLANTS MUST BE CONTAINER-GROWN OR BALLED AND BURLAPPED AS INDICATED IN THE PLANT LIST. ALL TREES SHALL BE STRAIGHT-TRUNKED, OR OF TYPICAL FORM TO THE SPECIES, FULL-HEADED AND MEET THE REQUIREMENTS AS SPECIFIED. ALL TREES MUST BE STAKED.
21. STAKES AND GUNNING SHALL BE REMOVED AT THE END OF ONE FULL GROWING SEASON.
22. ALL PLANTS ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT BEFORE, DURING, AND AFTER INSTALLATION. REJECTED PLANTS SHALL BE REMOVED IMMEDIATELY.
23. ALL LANDSCAPE PLANTS SHALL BE GUARANTEED FOR ONE YEAR FOLLOWING INITIAL ACCEPTANCE. DEAD OR DEFICIENT PLANTS SHALL BE REPLACED IMMEDIATELY. IN PROPER PLANTING SEASON, ONE TIME AND COST TO THE OWNER. SOD AREAS MAY BE FINAL ACCEPTED AT TIME OF COMPLETION OF ESTABLISHMENT WITH NO FURTHER GUARANTEE REQUIRED.
24. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING, INCLUDING WATERING AND MOWING, SOD AREAS UNTIL ACCEPTANCE OF THESE AREAS. WHEN READY, THE LANDSCAPE CONTRACTOR SHALL REQUEST INSPECTION OF ESTABLISHED SODDED AREAS BY THE OWNER'S REPRESENTATIVE.
25. TOPSOIL FOR ALL LANDSCAPE BEDS SHALL BE A MINIMUM OF EIGHTEEN INCHES (1'8") DEPTH. TOPSOIL IN TURF AREAS SHALL BE SIX INCH (6") MINIMUM DEPTH.



NOTES:
BALL OF PLANT TO BE KEPT MOIST AND PROTECTED FROM DAMAGE PRIOR TO PLANTING. ADD ROOT STIMULATOR TO SURFACE IMMEDIATELY AFTER PLANTING AS PER THE MANUFACTURER'S RECOMMENDATIONS. PLANTING SHALL BE COMPLETED BY SETTING THE ROOT FLARE 1-2\"/>

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11.1
LANDSCAPE DETAILS



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Design Project Number: **DS-20390**
THE VALLEY STATE BANK
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Build Project Number: **TBD**

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FOR PERMIT
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