



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

Vincent J. Garcia & Laura Bayer-Garcia  
12007 W. Hardtner Ct.  
Wichita, KS 67235

September 4, 2024

**RE: CON2024-00141** –Administrative Permit in the City to allow Short Term Rental on property zoned TF-3 Two-Family Residential with CUP DP-37 located on the east side of South Woodchuck Lane and within one-quarter mile north of West Kellogg (536 South Woodchuck Lane).

**Legal Description:** Lot 9, except beginning at Northwest corner, thence east 64.83 feet; thence South to South Line; thence West 65.68 feet to Southwest corner; thence North 90 feet to beginning; Woodchuck Villas 2<sup>nd</sup> Addition, Wichita, Sedgwick County, Kansas.

Dear Applicant,

We reviewed your Administrative Permit request to permit a non-owner-occupied Short-Term Rental in the City in the TF-3 Two-Family Residential District for the above described property.

Section V-L.2.b. of the Unified Zoning Code (UZC) allows a Short Term Rental in the City to be approved by Administrative Permit subject to Supplementary Use Regulations found in Section III-D.6.qq of the UZC, provided that the application is not protested by greater than 50 percent of the eligible properties that either touch or are across the street or alley from the subject property.

**No protests were received against this case.**

Therefore, the Administrative Permit to permit a Short Term Rental in the City is hereby **GRANTED** per the previously signed approval letter and subject to the conditions contained in that letter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Philip Zevenbergen'.

Philip Zevenbergen, AICP  
Current Plans, Division Manager

cc: MABCD  
Dalton Glasscock, CM District IV, Brooke Kauchak, CSR District IV



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

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August 20, 2024

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Below is information regarding the protest procedure.

- Protests must be in writing.
- Protests must include the signatures of all owners on record for the property protesting.
- Protests must be submitted to the Metropolitan Area Planning Department, 271 West 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, Wichita, KS, 67202.
- Protests must be received within 2 weeks of the date of this approval letter. The valid protest period ends at **5:00 p.m. on Tuesday, September 3, 2024**. Protests received after this date will not be considered valid.
- If greater than 50 percent of the eligible properties protest the application, the applicant can submit a Conditional Use application, which requires a public hearing process considered by the Metropolitan Area Planning Commission and the Wichita City Council. If this is the case, you will be notified in the future of any scheduled public hearing related to this case at which you will have the opportunity to provide comment.

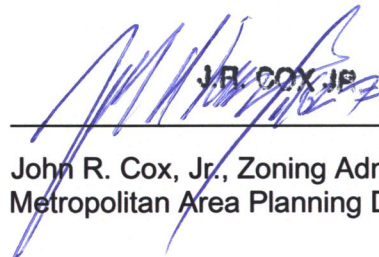
Our signatures below indicate that the Administrative Permit to permit a Short Term Rental in the City is hereby GRANTED, subject to the following conditions, and subject to any valid protests received within the valid protest period.

- 1) Permitted only in residential Dwelling Units and permitted Accessory Apartments.
- 2) May be permitted as either a Primary Use or an Accessory Use
- 3) Not permitted to be in any Recreational Vehicle.
- 4) Must be licensed and operated in accordance with the requirements of Chapter 3.40 of the Code of the City of Wichita.
- 5) Must be in compliance at all times with all applicable zoning, building, fire and life-safety, housing and health codes.
- 6) Must not exceed the posted capacity permitted in accordance with Chapter 3.40 of the Code of the City of Wichita.
- 7) If the Zoning Administrator finds that there is a violation of any of the conditions of the Zoning Administrative Permit, 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 Administrative Permit is null and void.



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Scott Wadle, Director  
Metropolitan Area Planning Department



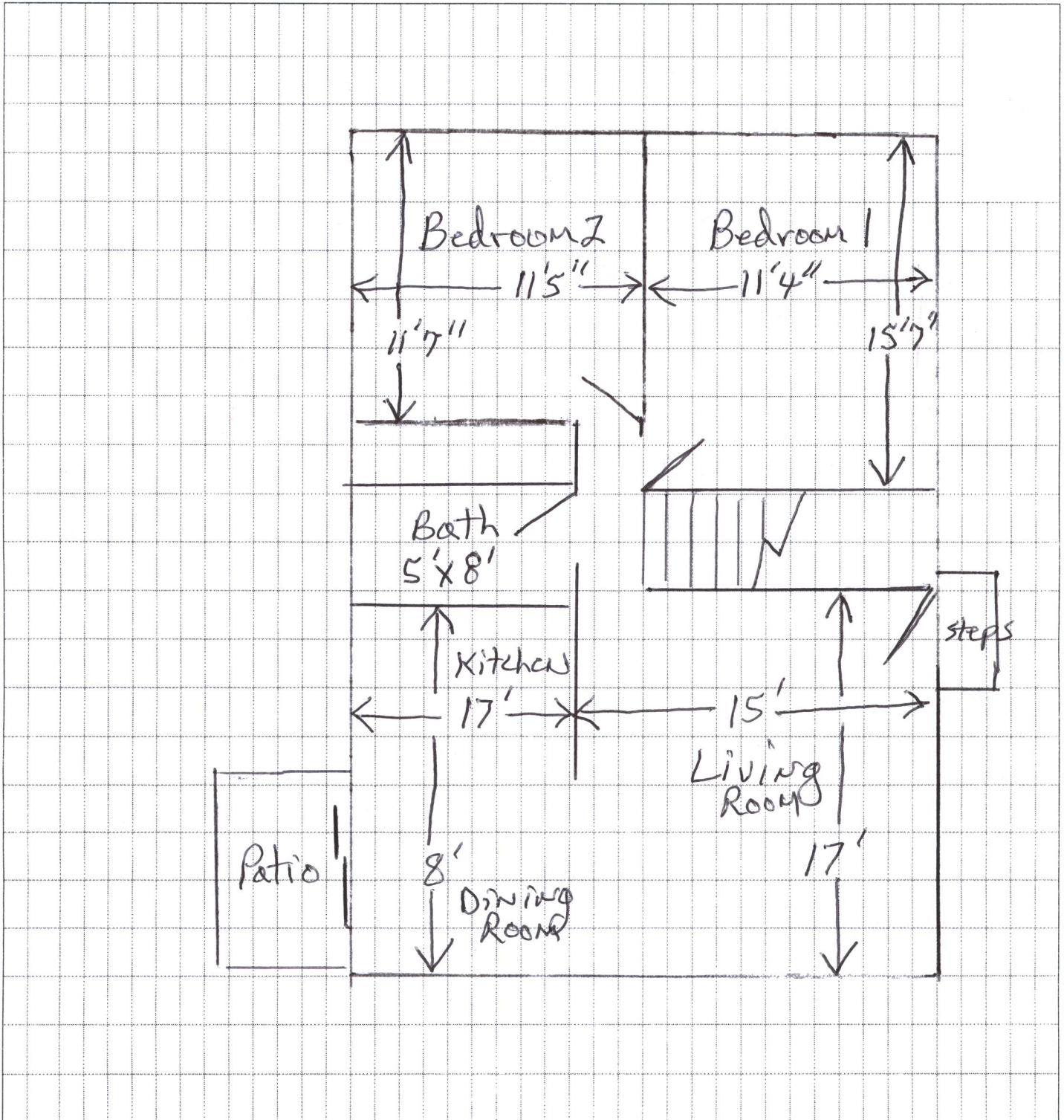
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John R. Cox, Jr., Zoning Administrator  
Metropolitan Area Planning Department

cc: MABCD  
Dalton Glasscock, CM District IV  
Brooke Kauchak, District IV

**Attachment 6c – Floor Plan**

Please draw a scaled floor plan showing the layout and square footage of the Short-Term Rental Unit(s). Such floor plan, at a minimum, shall include a designation and location of bedrooms, bathrooms, and kitchens, the dimensions of such rooms and the means of ingress and egress within each room and the dwelling unit.



**SITE PLAN**

APPROVED 9/4/24 BY [Signature]  
CEN 24-141