CITY OF WICHITA

SEDGWICK COUNTY KANSAS

Wichita-Sedgwick County Metropolitan Area Planning Department

December 4, 2025

Keeble & Chien Enterprise, LLC
Attn: Wen-Fang Chien & Jerry A. Keeble
3009 E. Fairchild St.
Park City, KS 67219

RE: CON2025-00159 – Administrative Permit in the City to allow a Short Term Rental on property zoned MF-29 Multi-Family Residential District, generally located on the south side of West University Avenue, within one-quarter mile east of South Elizabeth Street (1209 West University Avenue).

Legal Description: Lots 78 & 80, University Ave., Lawrence's 6th Addition, Wichita, Sedgwick County, Kansas.

We reviewed your Administrative Permit request to permit a non-owner-occupied Short-Term Rental in the City in the MF-29 Multi-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,

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

November 19, 2025

Keeble & Chien Enterprise, LLC
Attn: Wen-Fang Chien & Jerry A. Keeble
3009 E. Fairchild St.
Park City, KS 67219

RE: CON2025-00159 – Administrative Permit in the City to allow a Short Term Rental on property zoned MF-29 Multi-Family Residential District, generally located on the south side of West University Avenue, within one-quarter mile east of South Elizabeth Street (1209 West University Avenue).

Legal Description: Lots 78 & 80, University Ave., Lawrence's 6th 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 MF-29 Multi-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 application to be approved by Administrative Permit subject to Supplementary Use Regulations found in Section III-D.6.qq of the UZC. An approval can be appealed and the Administrative Permit application denied if it is protested by greater than 50 percent of the eligible properties that either touch or are across the street or alley from the subject property.

Below is information regarding the protest procedure.

- Protests must be in writing.
- Protests must include the names and signatures of all owners on record for the property protesting.
- Protests must be submitted to the Metropolitan Area Planning Department. This can be done by mailing or delivering them to 271 West 3rd Street, 2nd Floor, Wichita, KS, 67202 and/or emailing them to planning@wichita.gov. Emailed protests must include the handwritten (not typed) signatures of all owners on record for the property protesting.
- 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 Wednesday December 3, 2025.** Protests received after this date will not be considered valid.
- If greater than 50 percent of the eligible properties protest the application, then the applicant can submit a Conditional Use application. A Conditional Use application requires a public hearing process considered by the Metropolitan Area Planning Commission and the Wichita City Council. If this is the situation, then 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 / appeal 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.

Scott Wadle, Director
Metropolitan Area Planning Department

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

cc: MABCD

Dalton Glasscock, CM District IV

Brooke Kauchak, CSR District IV

Wichita-Sedgwick County Metropolitan Area Planning Department

November 12, 2025

RE: CON2025-00159 – Administrative Permit in the City to allow a Short Term Rental on property zoned MF-29 Multi-Family Residential District, generally located on the south side of West University Avenue, within one-quarter mile east of South Elizabeth Street (1209 West University Avenue).

Dear Property Owner,

You are receiving this letter because you are the owner of property within the required notification area for an Administrative Permit application to permit a Short Term Rental in the City land use. The Unified Zoning Code requires notification of all abutting or adjacent property owners whose property touches or are across the street or alley from the subject property of the Short Term Rental.

What is a Short Term Rental in the City? The Unified Zoning Code defines it as "the use of a residential dwelling unit or structure to provide room(s) for temporary lodging or lodging and meals for transient guests on a paying basis for a period of not more than 28 days at a time (consecutive days). The term Short Term Rental in the City includes Bed and Breakfast Inn."

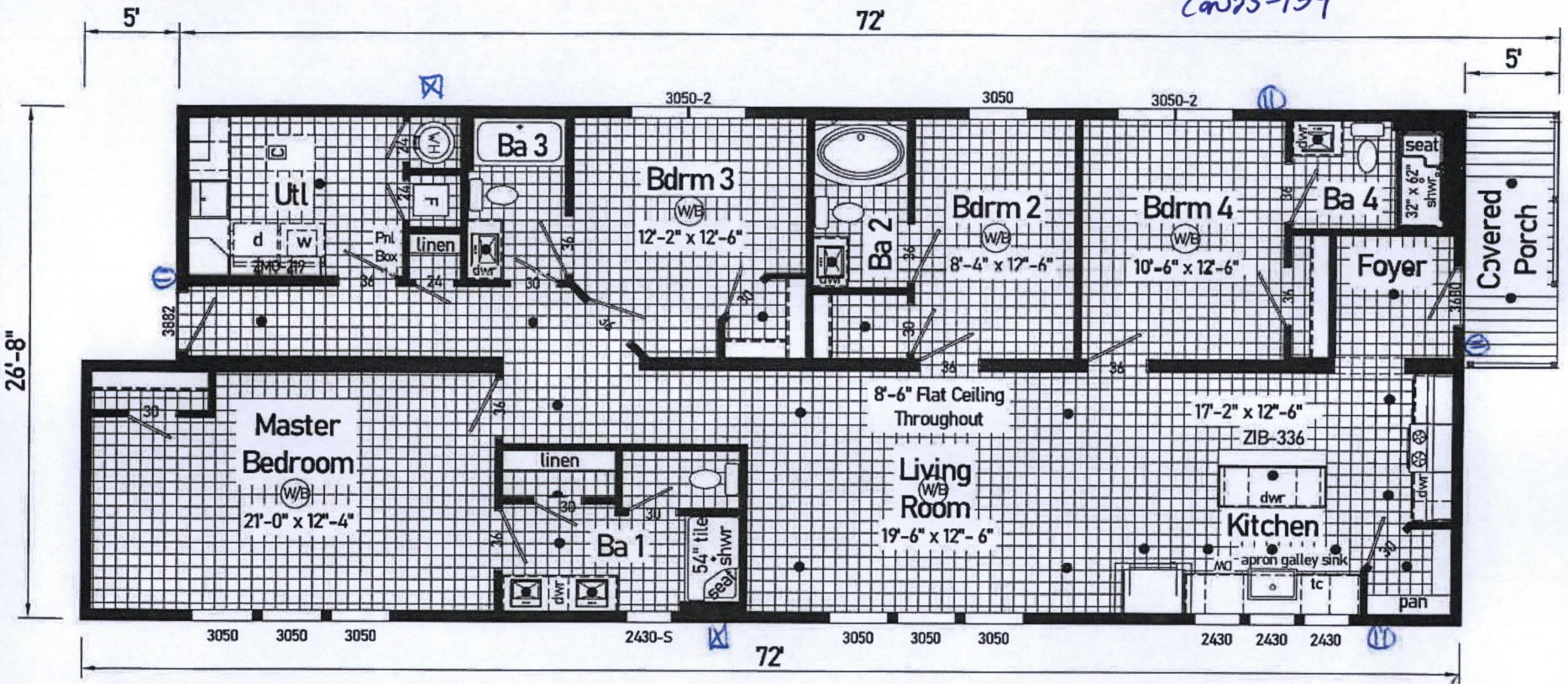
What is an Administrative Permit? An Administrative Permit is an application that is reviewed and can be approved or denied administratively by the Planning Director and the Zoning Administrator. The typical review time of an Administrative Permit is approximately 3 weeks.

Because you own property within the required notification area, you have the right to protest this application. 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. This can be done by mailing or delivering them to 271 West 3rd Street, 2nd Floor, Wichita, KS, 67202 and/or emailing them to planning@wichita.gov. Emailed protests must include the handwritten (not typed) signatures of all owners on record for the property protesting.
- Protests must be received within 2 weeks of the date of the approval letter. If the application is approved, you will receive a copy of this approval letter which will convey this same information about the ability to protest.
- 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.

NOTE: This home may require wall bracing tie-downs depending on wind/seismic design. Please refer to the permit set for tie-down loads and locations if applicable. Some areas of the exterior wall sheathing may be shipped loose to allow access for tie-down installation. All tie-down designs are by others.

SITE PLAN
APPROVED 12/4/25 BY
CAV25-159



WCC 12/11/25

9L99999S 2025-1009966 Approx. 1853 Sq. Ft.

Builder: 520 Cavco-Goshen	Address: 1902 Century Drive Goshen, IN 46528	Revisions: 09/29/25 BB01	Scale: 1/8" = 1'-0"	Date: 09/22/2025	Cust: LEE	Prod. Code: 9L	Number: 99999S	Order/Plan Number: 2025-1009966
Title: Literature		Drawn By: BB	Reference: 2LMS324P		Dlr: SHOCKER HOMES, LLC. S/N: 14400AB-RMD	Pg: LIT		Run:

5209L99999S2025-1009966