AGENDA
GARDEN CITY BOARD OF ZONING APPEALS
TUESDAY, FEBRUARY 3, 2026
9:00 AM
CITY COMMISSION CHAMBER - GARDEN CITY, KS

Note: If you require any additional accommodation (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify this office at (620) 276-1170 no later than 48 hours prior to the scheduled commencement of the meeting.

The agenda for the meeting is as follows:

I. Chairman calls regular meeting to order

II. Approval of Minutes

II.A. Garden City Board of Zoning Appeals Minutes-January 13, 2026
Garden City Board of Zoning Appeals Minutes-January 13, 2026

III. Submittal of Exhibits for the Record
A. City of Garden City Zoning Regulations as amended.
B. City of Garden City Subdivision Regulations as amended.
C. City of Garden City Comprehensive Plan all as amended
D. All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats
E. All application files in their entirety including Staff Reports

IV. New Business

IV.A. GCBZA2025-15: A conditional use permit request to allow a metal accessory structure over 100 square feet for the property generally located at 3201 E. Schulman Avenue.
GCBZA2025-15 Vicinity Map
GCBZA2025-15 SITE PLAN
GCBZA2025-15 Building Elevations

V. Adjourn

MINUTES
BOARD OF ZONING APPEALS
GARDEN CITY, KANSAS

January 13, 2026

The Garden City Board of Zoning Appeals scheduled a Public Hearing at 9:00 a.m. Tuesday, January 13, 2026, in the City Commission Chambers at the City of Garden City Administrative Center located at 301 North 8th Street, Garden City, Kansas.

I. CALL TO ORDER

Meeting called to order at 9:00 a.m. Present were Chairman Acosta, Member Franco, Member Karhoff, and Vice-Chair Madrid. Also in attendance were Staff Maxwell, Staff Thompson and Staff Rivera.

II. SWEARING IN OF NEW MEMBER-ABBY FRANCO

III. ELECTION OF OFFICERS

Vice-Chair Madrid made a motion to nominate Isaac Acosta as the Garden City Board of Zoning Appeals Chairman. Member Karhoff seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Vacant	Acosta	Franco	Karhoff	Madrid
	Yea	Yea	Yea	Yea

Motion passed.

Member Karhoff made a motion to nominate Elva Madrid as the Garden City Board of Zoning Appeals Vice-Chair. Member Franco seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Vacant	Acosta	Franco	Karhoff	Madrid
	Yea	Yea	Yea	Yea

Motion passed.

IV. APPROVAL OF MINUTES

Vice-Chair Madrid made a motion to approve the minutes from November 11, 2025. Member Karhoff seconded the motion. Votes were taken by yeas and nays and recorded as follows:

Vacant	Acosta	Franco	Karhoff	Madrid
	Yea	Yea	Yea	Yea

Motion passed.

V. SUBMITTAL OF EXHIBITS FOR THE RECORD

- **A. City of Garden City Zoning Regulations as amended**
- **B. City of Garden City Subdivision Regulations of 1996 as amended**
- **C. City of Garden City Comprehensive Plans all as amended**
- **D. All Visual Aid Presentations with Aerial Maps, Site Plans, and Plats**
- **E. All application files in their entirety including Staff Reports**

VI. NEW BUSINESS

GCBZA2025-12: Virginia Ramirez has applied for a setback variance to construct a building within the front yard setback. The property is generally located at 701 E Fulton Street, Garden City, Kansas.

Staff Thompson- Presented staff report.

Vice-Chair Madrid- It's not affecting anybody in a negative way, right?

Staff Thompson- We did not receive any phone calls.

Vice-Chair Madrid- They are already doing what they are doing, they are not doing anything different?

Staff Thompson- Correct.

OPEN PUBLIC COMMENT

Member Karhoff- I just have a question on the plan. I know you're not the applicant, are the garage doors going to face 2nd Street or are they going to face Fulton Street?

Staff Thompson- They'll face Fulton Street. They'll face south. So, they'll still use the existing driveway, concrete driveway. And I think they'll also face north too. It looks like these plans have garage doors on both sides to allow them to continue to pull through and out the other.

Member Franco- Is that a door on top that's to the west side?

Member Karhoff- Yeah, that's right.

Staff Thompson. Yes.

OPEN PUBLIC COMMENT
CLOSE PUBLIC COMMENT

Chairman Acosta- It's basically just adding walls to the awning in a way.

Member Karhoff- Yes, I think it'll actually make the property better. I did not know that that tiny building housed two businesses.

Vice-Chair Madrid- They've been there for years. They've been there for a long time.

VICE-CHAIR MADRID MADE A MOTION TO APPROVE THE VARIANCE REQUEST PER STAFF ALTERNATIVE ONE. MEMBER KARHOFF SECONDED THE MOTION.

Votes were taken by yeas and nays and recorded as follows:

Vacant	Acosta	Franco	Karhoff	Madrid
	Yea	Yea	Yea	Yea

Motion passed.

VII. ADJOURN

Member Franco made a motion to adjourn. Member Karhoff seconded the motion. Votes were taken by yeas and nays and recorded as follows:

	Acosta	Franco	Karhoff	Madrid
	Yea	Yea	Yea	Yea

Motion passed.

The meeting was adjourned at 9:20 A.M.

Trent Maxwell	Secretary	Isaac Acosta	Chairman
Aleecya Charles		Elva Madrid	Vice-Chair
Daunte Thompson			
Angela Rivera			

GARDEN CITY
— KANSAS —

MEMORANDUM

TO: Garden City Board of Zoning Appeals
THRU: Trent Maxwell, Neighborhood and Development Services Director
FROM: Angela Rivera, Planning Technician
DATE: February 2, 2026
RE: GCBZA2025-15: A conditional use permit request to allow a metal accessory structure over 100 square feet for the property generally located at 3201 E. Schulman Avenue.

ISSUE:

The Board of Zoning Appeals is asked to consider a conditional use permit request to allow for a metal accessory structure over 100 square feet for the property generally located at 3201 E. Schulman Avenue.

BACKGROUND:

James Charles is requesting a conditional use permit to allow the construction of a metal accessory structure over 100 square feet for the property generally located at 3201 E Schulman Avenue. This property is zoned "R-3." The Multiple Family Residential District and is currently used as a church. The applicant submitted a site plan application for this structure in May 2025, which has since been approved. The proposed building is approximately 3,200 square feet, will sit east of the existing church, and will be used for storage. The R-3 zoning district permits metal accessory structures over 100 square feet only as a conditional use. The existing parking lot will be extended to provide a driveway for the proposed building.

STAFF ANALYSIS;

The proposed building is set back 250 feet from the north property line, and its metal siding will be similar to that of the surrounding buildings. The building underwent a site plan review conducted by the Building Official, Fire Marshal, and other relevant City Staff to ensure compliance with Zoning Regulations and the Fire and Building Codes. As a result, there will be little impact to the surrounding properties.

The requirements for approval of a conditional use permit are found in Section 29.050 of the Zoning Regulations, which are as follows:

29.050 CONSIDERATION OF A CONDITIONAL USE . In considering an application for a conditional use permit hereunder, the Board of Appeals shall give consideration to the Comprehensive Zoning Plan of the City, the health, safety, morals, comfort, and general welfare of the inhabitants of the City, including but not limited to the following factors:

A. The stability and integrity of the various zoning districts.
    1. Conservation of property values.
    2. Protection against fire and casualties.
    3. Observation of general police regulations.
    4. Prevention of traffic congestion.

5. Promotion of traffic safety and the orderly parking of motor vehicles.
6. Promotion of the safety of individuals and property.
7. Provision for adequate light and air.
8. Prevention of over-crowding and excessive intensity of land uses.
9. Provision for public utilities and schools.
10. Invasion by inappropriate uses.
11. Value, type, and character of existing or authorized improvements and land uses.
12. Encouragement of improvements and land uses in keeping with overall planning.
13. Provisions for orderly and proper urban renewal, development, and growth.

B. The Board of Appeals shall impose such restrictions, terms, time limitations, landscaping, and other appropriate safeguards to protect adjoining property.

ALTERNATIVES:

1. The Board may approve the conditional use permit.
2. The Board may not approve the conditional use permit.

RECOMMENDATION:

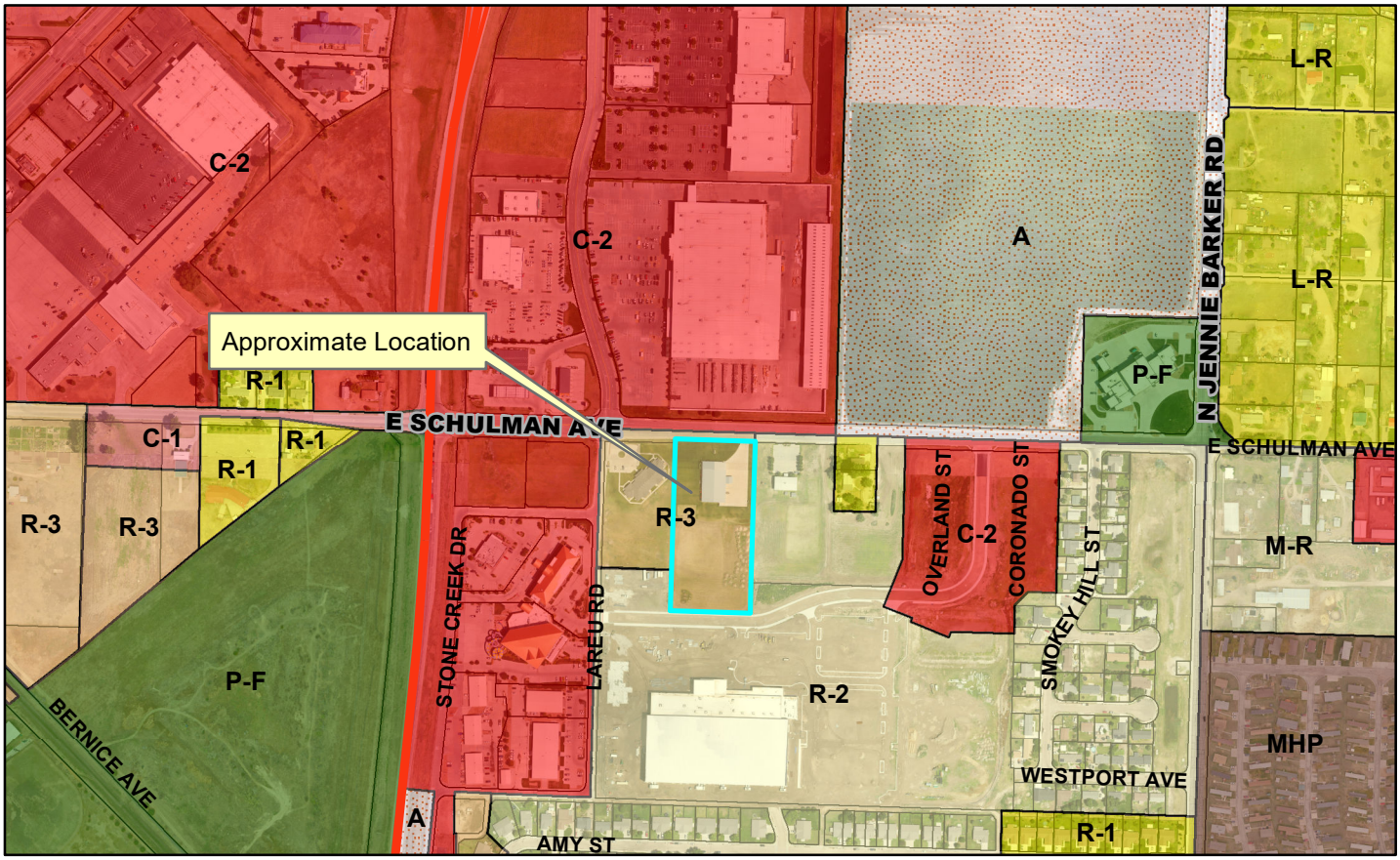
Staff recommends approval of the conditional use permit.

FISCAL NOTE:

There is no fiscal note.

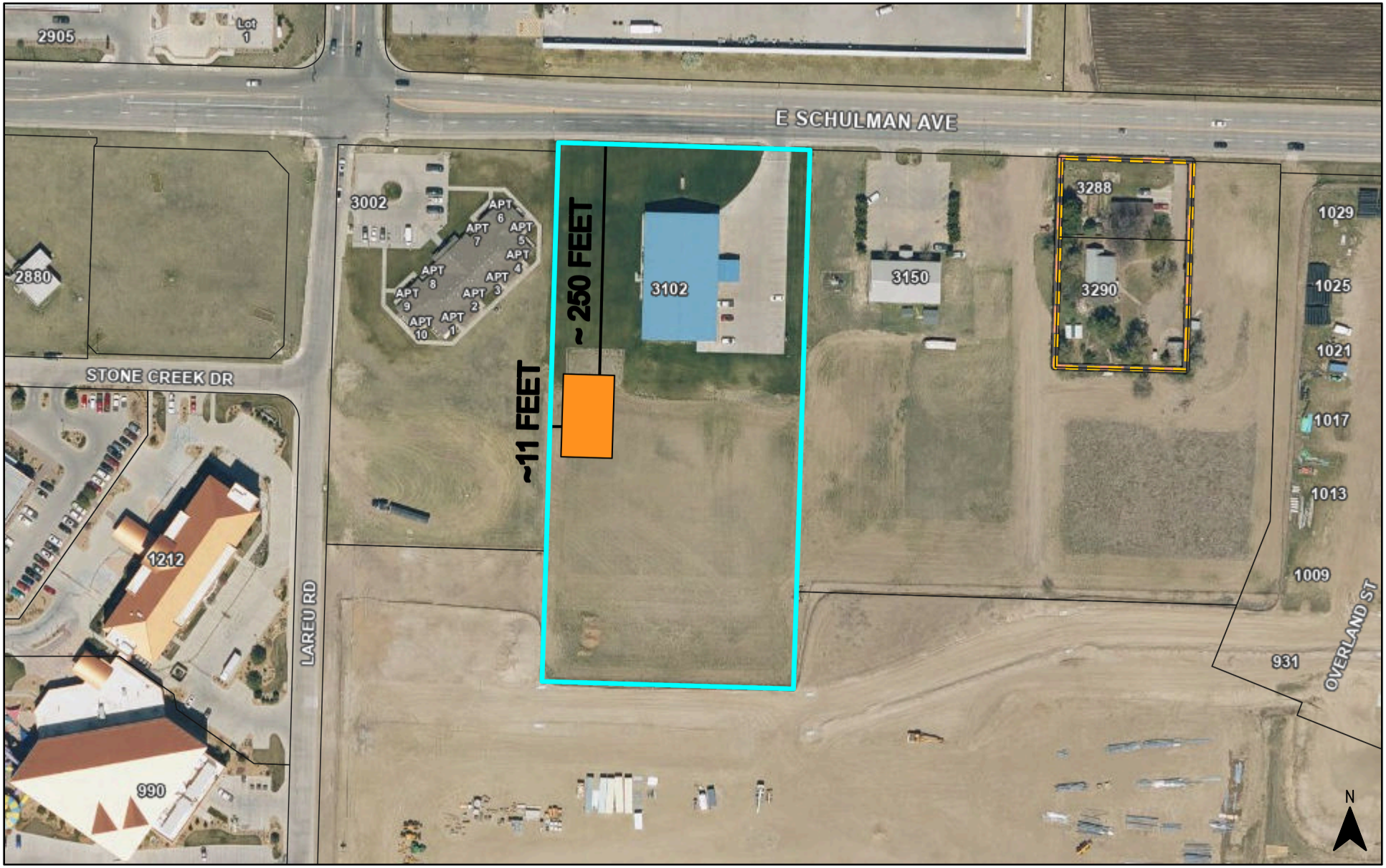
ATTACHMENTS:

GCBZA2025-15 Vicinity Map
GCBZA2025-15 SITE PLAN
GCBZA2025-15 Building Elevations



Case Number: GCBZA2025-15
Applicant: James Charles
Address: 3201 E. Schulman Avenue
Request: A conditional use permit request to allow a metal construction accessory structure over 100 square feet

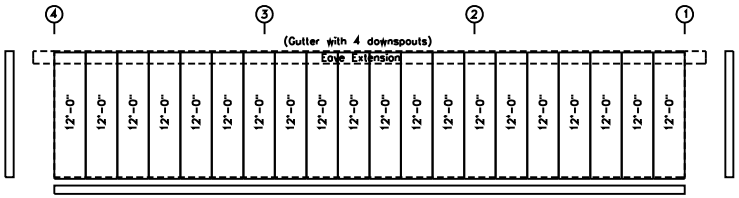




1/26/2026

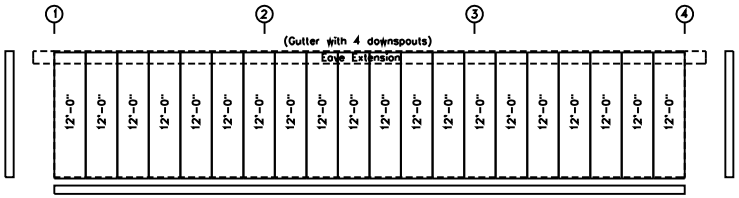
Proposed Building

NOT TO SCALE



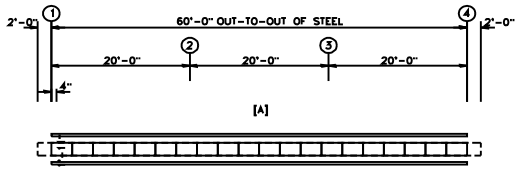
SIDEWALL SHEETING & TRIM: FRAME LINE A

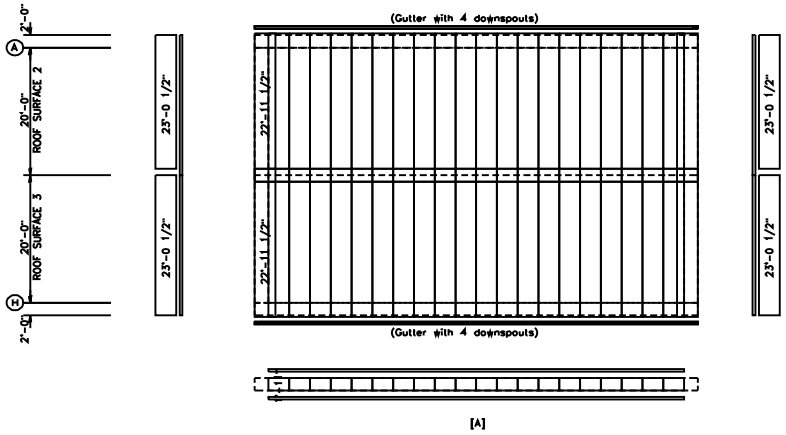
PANELS: 26 Ga. PR - BWH Bright White IECC



SIDEWALL SHEETING & TRIM: FRAME LINE H

PANELS: 26 Ga. PR - BWH Bright White IECC

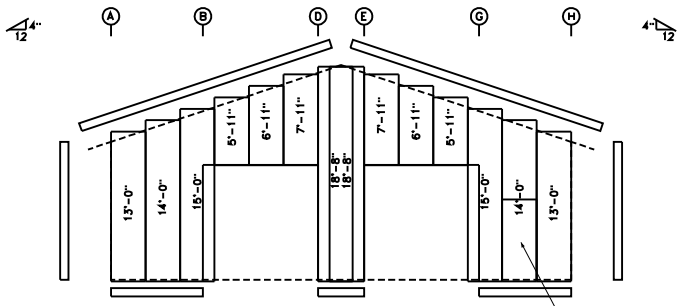




ROOF SHEETING PLAN

PANELS: 26 Ga. PBR - BWH Bright White IECC

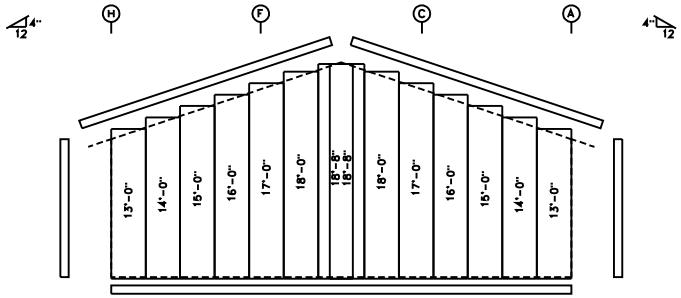
[A] SOFFIT PANELS: 26 Ga. RPBR - BWH Bright White IECC



NOTE:
3070 WALK DOOR TO BE FIELD INSTALLED IN THIS BAY.

ENDWALL SHEETING & TRIM: FRAME LINE 1

PANELS: 26 Ga. PR - BWH Bright White IECC



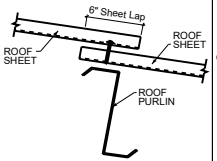
ENDWALL SHEETING & TRIM: FRAME LINE 4

PANELS: 26 Ga. PR - BWH Bright White IECC

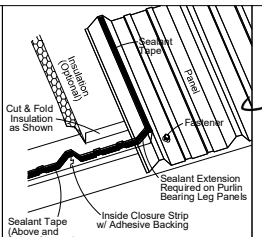
APPROVED
CITY COPY
City of Garden City, KS

Project Number: BPGC25-31
Approved by: SR
Date: 24Nov2025
No. of Pages: 17(PLANS)
1st Submittal

IF LAPPED SHEET CONDITION EXISTS FOR PBR / PBU PANEL (NOT STANDING SEAM), USE TYPICAL SHEET LAP AS SHOWN.



ROOF SHEET LAP DETAIL



BRIAN CAMPBELL LICENSED 30802 KANSAS PROFESSIONAL ENGINEER

10/15/2025

REV	DATE	DESCRIPTION
0	10/15/2025	For Construction

DRAWING DESCRIPTION: SHEETING DETAILS
END USER: JAMES CHARLES
CUSTOMER NAME: JAMES CHARLES
SALESMAN: NATHAN KAISER

MUELLER METAL BUILDINGS, ROOFING & MORE

JOBSITE ADDRESS: 3102 SCHULMAN AVE Garden City, KS 67846
SCALE: NONE

DETAILER:	CHECKER:	DATE:	JOB #	DWG #	REV:
LPH	RCH	10/15/2025	7235380	S101	0