

**WICHITA-SEDGWICK COUNTY**  
**METROPOLITAN AREA PLANNING COMMISSION**

**PROTEST PETITION INSTRUCTIONS**

The attached protest petition form may be used to submit protests to the governing body on zoning changes, conditional use permits, planned unit developments and community unit plans. Regardless of whether the Metropolitan Area Planning Commission (MAPC) approves or disapproves a request, protest petitions may be filed with the appropriate clerk (County Clerk for county cases and City Clerk for city cases) with fourteen (14) days (this includes weekends and holidays) after the date of the conclusion of the Planning Commission public hearing. Generally, this means Planning Department staff would consider protest petitions to be timely filed if such protest petitions would be filed with the appropriate clerk between the day (Friday) following the Thursday MAPC hearing through two (2) Thursdays after the MAPC hearing. Protest petitions received prior to the day after the conclusion of the MAPC public hearing will not be deemed valid. Protest petitions filed with Planning Department staff will not be forwarded to the appropriate clerk and, consequently, may not be considered valid.

If the protest petitions properly filed make up twenty percent (20%) or more of the owners of record of any real property proposed to be rezoned or by the owners of record of twenty percent (20%) or more of the total real property within the area required by state statute to be notified of the proposed action (and excepting property state statute does not include in the protest petition calculation), the proposed zoning action shall not be approved except by at least a  $\frac{3}{4}$  vote of all members of the governing body, with limited exceptions that exist under state law. The statutorily prescribed notice area for a City of Wichita zoning matter is at least a 200 feet radius from the application site. For zoning matters in the unincorporated area of Sedgwick County, the notice area is at least a 1,000 feet radius. Pursuant to state law, these statutorily prescribed notice areas may vary in the vicinity of city limit boundaries.

If the ownership of the protestor's property is different from that shown on the certified ownership list submitted by the applicant, it is the responsibility of the protestor(s) to provide proof of ownership. Also, if you are signing on behalf of the owner(s) of the real property, you must provide proof of your legal authority to sign on behalf of the owner(s) and state any formal capacity in which you are signing the protest petition.

In completing this form, PLEASE:

Section I:

Enter the information about the property against which the protest is made. This information can be found in the notice which you received on this case from the MAPC.

Section II:

A. Enter a full legal description by lot, block, and addition (or by metes and bounds description) of your property.

B. Enter your full name. **ALL OWNERS of record of your property must sign the protest petition form** to be considered valid (include names of all owners if property is jointly owned).

NOTE: Use a separate form for each property whose owner(s) is/are protesting. Joint owners of one property may use the same form. This form is not intended to be utilized for any potential protest petition circulators.

Please return the protest petition form to the following:

City Cases:

City Clerk

13<sup>th</sup> Floor, Wichita City Hall

455 N. Main St.

Wichita, KS 67202-1615

County Cases:

County Clerk

100 N. Broadway, Suite 620

Wichita, KS 67202

If you have any questions or need additional information about completing this form, please call the Planning Department at 316-268-4421.

# Protest Petition

*\*Original Petition(s) must be timely filed with the appropriate clerk*

## Section I

This is a protest petition for a Metropolitan Area Planning Commission item in:

Wichita     Sedgwick County (unincorporated)

The undersigned property owners protest the proposed:

Rezoning, Case # \_\_\_\_\_ a change from \_\_\_\_\_ to \_\_\_\_\_.  
(Zoning District)

Conditional Use, Case # \_\_\_\_\_ a request for a  
\_\_\_\_\_ on property zoned \_\_\_\_\_.

Planned Unit Development, Case # \_\_\_\_\_.

Community Unit Plan, Case # \_\_\_\_\_.

## Section II

Protestor's Name and Property Description (must be completed)

A. Full legal description of your property:  
(Legal description can be attached to the petition.)

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B. Address: \_\_\_\_\_

C. Name(s) of protestor(s): All property owners of record must sign.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Phone or Email

\_\_\_\_\_  
Phone or Email

*Additional protest signatures can be attached and made a part of this petition as necessary.*